



**SPECIAL CITY COUNCIL MEETING
TUESDAY, NOVEMBER 18, 2025**

COUNCIL CHAMBERS
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA

AND

ZOOM WEBINAR
[HTTPS://BAINBRIDGEWA.ZOOM.US/J/95618682121](https://bainbridgewa.zoom.us/j/95618682121)
OR DIAL (253) 215 8782
WEBINAR ID: 956 1868 2121

AGENDA

1. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE - 6:00 PM

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

3. PUBLIC COMMENT - 6:10 PM

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

3.A Guidelines and Instructions for Public Comment, 30 Minutes
[Guidelines and Instructions for Providing Public Comment.pdf](#)

4. CONSENT AGENDA - 6:40 PM

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

4.A Agenda Bill for Consent Agenda, 5 Minutes

4.B Approve Accounts Payable
[AP Report to Council of Cash Disbursements 11-06-25.pdf](#)

4.C Authorize Three-Year Service Agreement with Bremerton Kitsap Access Television (BKAT) for

Governmental Access Television Services at an Annual Cost of \$34,000, Increased Annually by CPI-U

Final COBI - BKAT Services Agreement 2026-2028.pdf

4.D Authorize the City Manager to Execute Amendment No. 4 to the Professional Services Agreement with Consor North America, Inc. to Support Construction Services for the Winslow Water Tank Offsite Improvements Project (\$74,648.00 Water Fund) - Public Works

Conсор North America_Winslow Water Tank Replacement Project_Amendment No. 4.docx

Conсор_Winslow Water Tank_Amend 4_Exhibit A.pdf

CIP_Winslow Water Tank Replacement_00988.pdf

4.E Cancel the November 25, 2025 Business Meeting Due to the Thanksgiving Holiday

4.F Approve Cultural Funding Advisory Task Force Recommendations for 2026-2027 Awards Totaling \$300,000 - Executive,

2026-2027 Cultural Funding Recommendations List.pdf

4.G Consider Request from Arts and Humanities Bainbridge for Continuation of Contract for Administrative Support of the Public Art Committee (Increase by \$4,000 to \$16,000 Annually for Three Years), 5 Minutes

Proposed Budget-AHB Public Art Committee Administration

5. COUNCIL ANNOUNCEMENTS - 6:45 PM

6. CITY MANAGER'S REPORT - 6:55 PM

7. REGULAR BUSINESS

7.A (7:00 PM) Authorize Execution of Contract for State Lobbying Services with Gordon Thomas Honeywell for 2026-2028 (General Fund - \$162,900) - Executive, 10 Minutes

PSA_2026-2028 Olympia Representation_Gordon Thomas Honeywell.pdf

7.B (7:10 PM) Approve a Fifteen-Year Property Management Agreement, with an Additional Fifteen-Year Option, with the Suyematsu Farm Legacy Alliance (SFLA) for the Management and Restoration of the Five-Acre Historical Designated Suyematsu Farm Site, 15 Minutes

Long-Term Property Management Agreement with Suyematsu Farm Legacy Alliance _Exhibits Included.docx

7.C (7:25 PM) Consider Options Related to Historic Preservation - Executive, 20 Minutes

HPC Options Table for CC

Presentation - HPC options for CC.pdf

7.D (7:45 PM) Adopt Resolution No. 2025-17 Approving the Home Compostable Disposable Food Service Ware Product List for 2026 - Executive, 10 Minutes

Memorandum - 2026 Home Compostable Disposable Food Service Ware Product List.pdf

Resolution 2025-17 Home Compostable Disposable Food Service Ware Product List for 2026.pdf

7.E (7:55 PM) Discuss a Design Charette by the Dutch firm Haskoning for the Proposed Highway 305/High School Roundabout with Funding in the amount of \$25,000 from the 2025 Council Contingency Fund, 10 Minutes

305-HSR Roundabout Design Charrette 1-pg.pdf

7.F (8:05 PM) Authorize a Request for Qualifications for Executive Recruitment Services and Select if the Full Council will Screen Responses or a Sub-Committee of the Council will Screen Responses and Provide a Recommendation to the City Council, 10 Minutes

RFQ - City Manager Executive Search 2025.pdf

- 7.G (8:15 PM) Consider Request from Arts and Humanities Bainbridge and the Bainbridge Creative District to Authorize Application for a Grant to Provide Partial Funding for a New Stage in Waterfront Park and Indicate Council Support for Potential Construction of a Stage in Waterfront Park, 10 Minutes**
The Stage at the Waterfront Park with site plan .pdf
Images of Proposed Stage Location for CC 11182025.pdf
- 7.H (8:25 PM) Consider Request from Public Art Committee to Modify the Something New Art Rotation Program to Increase Payments to Artists and Increase Management Fee to Arts and Humanities Bainbridge (Increase by \$2,425 Annually to \$30,075 for Remaining Two Years in Approved Program), 10 Minutes**
Proposed Budget_ Something New Public Art Program
- 7.I (8:35 PM) Authorize City Manager to Amend 2026 Unrepresented Pay Plan by 2.7% Cost of Living Adjustment, 10 Minutes**
- 7.J (8:45 PM) Establish Council Ad Hoc Committee to Review Applications Received from Students Applying for Association of Washington Cities' Center for Quality Communities Scholarship Program, 10 Minutes**
2026 AWC CQC.pdf

8. ADJOURNMENT - 8:55 PM

GUIDING PRINCIPLES

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

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

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

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

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

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

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

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



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



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 30 Minutes

AGENDA ITEM: Guidelines and Instructions for Public Comment,

SUMMARY:

AGENDA CATEGORY: Presentation

PROPOSED BY: City Council

RECOMMENDED MOTION:

Information only.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

ATTACHMENTS:

[Guidelines and Instructions for Providing Public Comment.pdf](#)



CITY OF
BAINBRIDGE ISLAND

CITY CLERK'S OFFICE

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

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

Excerpts from the Governance Manual regarding public comment:

5.6 Respect and Decorum

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

5.6.1 Orderly Behavior and Civility in Remarks

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

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

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

5.6.2 Permission Required to Address the Council

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

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9.12.2 Subjects – Whether or Not on the Current Agenda

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

9.12.3 Use of Microphones

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



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: Agenda Bill for Consent Agenda,

SUMMARY: Council will consider approval of the Consent Agenda.

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Executive

RECOMMENDED MOTION:

I move to approve the Consent Agenda as presented.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:**

AGENDA ITEM: Approve Accounts Payable

SUMMARY: Council will consider approval of accounts payable.

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Executive

RECOMMENDED MOTION:

Approve accounts payable.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

ATTACHMENTS:

[AP Report to Council of Cash Disbursements 11-06-25.pdf](#)



ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

CHECK RUN DATE: 11/06/2025

Last check from previous run: 362785 dated 10/30/2025 issued to WSDOT for \$61.93
Last ACH from previous run: 6668 dated 10/31/2025 issued to Westbay Auto Parts for \$153.39

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
Manual Check Run	11/04/2025	362786-362794	Total Manual Check Run	\$ 40,215.82
Regular Check Run	11/06/2025	362795-362810	Total Regular Check Run	83,064.61
Regular ACH Run	11/07/2025	6669-6706	Total Regular ACH Run	375,691.68
			Total Disbursements	\$ 498,972.11

Retainage Release	11/06/2025	243	Precision Concrete Cutting - Sidewalk Assessment & Repair	\$ 5,741.34
Travel Advance	N/A	N/A	N/A	N/A

Prepared and Reviewed by Grace Lin Grace Lin, Senior Accounting Technician

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

Kim Dunscombe

11.10.2025

Kim Dunscombe, Accounting Manager

Date

MANUAL CHECK RUN 11/04/25

11/04/2025 14:45 |CITY OF BAINBRIDGE ISLAND
glin |A/P CASH DISBURSEMENTS JOURNAL

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

VOUCHER INVOICE

INV DATE PO

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				INVOICE DTL DESC			
362786	11/04/2025	PRTD	9615 BAINBRIDGE BIBLE CHA	282469	REFUND-WPCCDEP	OCT25 10/31/2025	M110425 150.00
Invoice: REFUND-WPCCDEP OCT25				150.00	41625860 586000	WPCC DEPOSIT REFUND - EVENT 10/26/25 SC/COMMONS ROOM DEP-DISBURSEME	
				CHECK 362786 TOTAL:			150.00
362787	11/04/2025	PRTD	10004 BAINBRIDGE TRANSFER	282470	BTS INV1168	10/28/2025	M110425 227.99
Invoice: BTS INV1168				227.99	91011897 547900	ONE OFF TRANSFER STATION CHARGES GG-C/E-O&M YARD FAC-GARBAGE	
				CHECK 362787 TOTAL:			227.99
362788	11/04/2025	PRTD	57 BAY HAY & FEED	282471	2101749	10/09/2025	M110425 418.51
Invoice: 2101749				418.51	73111427 531100	PW/WO 24510 - STRAW FOR LOVGREEN PIT OFFICE SUPPLIES	
				CHECK 362788 TOTAL:			418.51
362789	11/04/2025	PRTD	551 CENTURYLINK	282472	4687OCT25	10/24/2025	M110425 3,172.74
Invoice: 4687OCT25				1,681.78	91425358 542100	CITYWIDE TELEMETRY & FAX SERVICE	
				1,120.04	91411891 542100	GG-WWTP-TELEPHONE/FAX	
				97.40	91011755 542100	GG-WTR-FAC-PHONE	
				181.96	91011897 542100	GG-C/E-COMMONS-PHONE	
				91.56	91011215 542100	GG-C/E-O&M YARD FAC-PHONE	
				282473	8744OCT25	10/17/2025	M110425 58.36
Invoice: 8744OCT25				58.36	91411891 542100	WEAVER PRV WATER TELEMETRY GG-WTR-FAC-PHONE	
				CHECK 362789 TOTAL:			3,231.10
362790	11/04/2025	PRTD	8253 CHS POULSBO	282474	56314/H	09/25/2025	M110425 1,220.03
Invoice: 56314/H				1,220.03	73637892 531100	PW/SALT FOR WATER SYSTEMS O&M-ALLOC-WTR-CONSUMABLES	
				282475	56520/H	10/20/2025	M110425 1,220.03
Invoice: 56520/H				1,220.03	73637892 531100	PW/SALT FOR WATER SYSTEMS O&M-ALLOC-WTR-CONSUMABLES	
				CHECK 362790 TOTAL:			2,440.06
362791	11/04/2025	PRTD	10751 CINTAS CORPORATION N	282476	4246680175	10/15/2025 20250003	M110425 62.15
Invoice: 4246680175				62.15	73425358 54500001388	PW/WWTP UNIFORM AND LAUNDRY SERVICES WWTP UNIFORM SVC-RENTALS	
				282477	4247441526	10/22/2025 20250003	M110425 62.15

11/04/2025 14:45 |CITY OF BAINBRIDGE ISLAND
glin |A/P CASH DISBURSEMENTS JOURNAL

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

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INVOICE DTL DESC

Invoice: 4247441526	62.15	73425358	54500001388	PW/WWTP UNIFORM AND LAUNDRY SERVICES				
				WWTP UNIFORM SVC-RENTALS				
Invoice: 4248180999	282478	4248180999		10/29/2025	20250003	M110425		62.15
	62.15	73425358	54500001388	PW/WWTP UNIFORM AND LAUNDRY SERVICES				
				WWTP UNIFORM SVC-RENTALS				
				CHECK	362791	TOTAL:		186.45
362792 11/04/2025 PRD 10867 HAWGOOD, MEGAN	282479	REFUND-WFPDEP	AUG25	10/31/2025		M110425		100.00
Invoice: REFUND-WFPDEP AUG25				WFP DEPOSIT REFUND - EVENT 08/23/25				
	100.00	41622860	586000	PARK/DOCK DEPOSITS CUST-OUT				
				CHECK	362792	TOTAL:		100.00
362793 11/04/2025 PRD 338 KITSAP COUNTY SHERIF	282480	25000259		10/07/2025		M110425		12,521.71
Invoice: 25000259				POL/PRISONER BOARD/SEP25				
	12,521.71	51011236	551000	POLICE - C/E PRISONER DETENT'N				
				CHECK	362793	TOTAL:		12,521.71
362794 11/04/2025 PRD 7760 WING POINT GOLF & CO	282482	REFUND-PLN52754		10/29/2025		M110425		20,940.00
Invoice: REFUND-PLN52754				REFUND-PLN52754 CUP-MAJOR/CHG IN SCOPE				
	20,940.00	47047	345810	ZONING & SUBDIVISION FE				
				CHECK	362794	TOTAL:		20,940.00
				NUMBER OF CHECKS	9	*** CASH ACCOUNT TOTAL ***		40,215.82
				COUNT		AMOUNT		
				-----	9	-----		
				TOTAL PRINTED CHECKS		40,215.82		
						*** GRAND TOTAL ***		40,215.82

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JOURNAL ENTRIES TO BE CREATED
CLERK: glin

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025 11 21	APP 622-213000	11/04/2025	M110425	110425			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		250.00	
	APP 635-111100	11/04/2025	M110425	110425			CASH AP CASH DISBURSEMENTS JOURNAL			40,215.82
	APP 001-213000	11/04/2025	M110425	110425			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		13,120.62	
	APP 101-213000	11/04/2025	M110425	110425			STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		418.51	
	APP 402-213000	11/04/2025	M110425	110425			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,868.23	
	APP 401-213000	11/04/2025	M110425	110425			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,178.40	
	APP 631-213000	11/04/2025	M110425	110425			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,440.06	
	APP 407-213000	11/04/2025	M110425	110425			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		20,940.00	
GENERAL LEDGER TOTAL									40,215.82	40,215.82
	APP 631-130000	11/04/2025	M110425	110425			DUE TO/FROM CLEARING		37,775.76	
	APP 622-130000	11/04/2025	M110425	110425			DUE TO/FROM CLEARING			250.00
	APP 001-130000	11/04/2025	M110425	110425			GENERAL - DUE TO/FROM CLEARING			13,120.62
	APP 101-130000	11/04/2025	M110425	110425			STREETS - DUE TO/FROM CLEARING			418.51
	APP 402-130000	11/04/2025	M110425	110425			DUE TO/FROM CLEARING			1,868.23
	APP 401-130000	11/04/2025	M110425	110425			DUE TO/FROM CLEARING			1,178.40
	APP 407-130000	11/04/2025	M110425	110425			DUE TO/FROM CLEARING			20,940.00
SYSTEM GENERATED ENTRIES TOTAL									37,775.76	37,775.76
JOURNAL 2025/11/21 TOTAL									77,991.58	77,991.58

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2025 11	21	11/04/2025		
001-130000			GENERAL - DUE TO/FROM CLEARING		13,120.62
001-213000			GENERAL - ACCOUNTS PAYABLE	13,120.62	
			FUND TOTAL	13,120.62	13,120.62
101 STREET FUND	2025 11	21	11/04/2025		
101-130000			STREETS - DUE TO/FROM CLEARING		418.51
101-213000			STREETS - ACCOUNTS PAYABLE	418.51	
			FUND TOTAL	418.51	418.51
401 WATER OPERATING FUND	2025 11	21	11/04/2025		
401-130000			DUE TO/FROM CLEARING		1,178.40
401-213000			ACCOUNTS PAYABLE	1,178.40	
			FUND TOTAL	1,178.40	1,178.40
402 SEWER OPERATING FUND	2025 11	21	11/04/2025		
402-130000			DUE TO/FROM CLEARING		1,868.23
402-213000			ACCOUNTS PAYABLE	1,868.23	
			FUND TOTAL	1,868.23	1,868.23
407 BUILDING & DEVELOPMENT FUND	2025 11	21	11/04/2025		
407-130000			DUE TO/FROM CLEARING		20,940.00
407-213000			ACCOUNTS PAYABLE	20,940.00	
			FUND TOTAL	20,940.00	20,940.00
622 EXPENDABLE TRUST FUND	2025 11	21	11/04/2025		
622-130000			DUE TO/FROM CLEARING		250.00
622-213000			ACCOUNTS PAYABLE	250.00	
			FUND TOTAL	250.00	250.00
631 CLEARING FUND	2025 11	21	11/04/2025		
631-130000			DUE TO/FROM CLEARING	37,775.76	
631-213000			ACCOUNTS PAYABLE	2,440.06	
635-111100			CASH		40,215.82
			FUND TOTAL	40,215.82	40,215.82

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JOURNAL ENTRIES TO BE CREATED

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FUND	DUE TO	DUE FR
001 GENERAL FUND		13,120.62
101 STREET FUND		418.51
401 WATER OPERATING FUND		1,178.40
402 SEWER OPERATING FUND		1,868.23
407 BUILDING & DEVELOPMENT FUND		20,940.00
622 EXPENDABLE TRUST FUND		250.00
631 CLEARING FUND	37,775.76	
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TOTAL	37,775.76	37,775.76

** END OF REPORT - Generated by Grace Lin **

REGULAR CHECK RUN 11/06/25

11/06/2025 15:17 |CITY OF BAINBRIDGE ISLAND
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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

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				INVOICE DTL DESC					
362795	11/06/2025	PRTD	10703 AAR TESTING LABORATO	282483	111797	09/30/2025	11/06/25	2,339.00	
Invoice: 111797				2,339.00	72413434 64110001339	ENG/ON-CALL TESTING PROF SVCS - 01339 BIJAEM CAPITAL PROFESSIONAL SERVICES			
Invoice: 111801				282484	111801	09/30/2025	11/06/25	759.00	
				759.00	72111421 54110001404	ENG/ON-CALL TESTING PROF SVCS - 01404 ANNUAL ROADS PROFESSIONAL SERVICES			
CHECK 362795 TOTAL:								3,098.00	
362796	11/06/2025	PRTD	10617 EVERON LLC	282490	159893362	10/21/2025 20240035	11/06/25	106.62	
Invoice: 159893362				106.62	73011215 54110000865	PW/PANIC AND INTRUSION ALARM MONITORING TSJC PANIC ALARMS-PRO SVCS			
CHECK 362796 TOTAL:								106.62	
362797	11/06/2025	PRTD	10815 HIGHWAY SPECIALTIES,	282498	0123816-IN	09/09/2025 20250040	11/06/25	19,656.00	
Invoice: 0123816-IN				19,656.00	72433438 63110001107	ENG/COOPER CRK FSH PASSAGE - PORT TEMP TRAFFIC SIG C40-EAGLE HRBR FISH PASS-SUPPL			
Invoice: 0124583-IN				282499	0124583-IN	10/09/2025 20250040	11/06/25	16,380.00	
				16,380.00	72433438 63110001107	ENG/COOPER CRK FSH PASSAGE - PORT TEMP TRAFFIC SIG C40-EAGLE HRBR FISH PASS-SUPPL			
CHECK 362797 TOTAL:								36,036.00	
362798	11/06/2025	PRTD	4740 KITSAP COUNTY PUBLIC	282560	CINV-2025-00800	10/23/2025	11/06/25	2,544.44	
Invoice: CINV-2025-00800				2,544.44	72431832 54110000872	ENG/2023-2025 KITSAP COUNTY AND WSSOG ILA H2O/SSWM GROUP-PROF SVCS			
CHECK 362798 TOTAL:								2,544.44	
362799	11/06/2025	PRTD	308 KITSAP REGIONAL COOR	282561	10/29/2025	10/29/2025	11/06/25	200.00	
Invoice: 10/29/2025				150.00	11011116 443410	CC,EX/LEGISLATIVE RECEPTION 2025 COUNCIL - TRAINING			
				50.00	31011134 443410	EX-GF-TRAINING			
CHECK 362799 TOTAL:								200.00	
362800	11/06/2025	PRTD	10868 KUSHINO, MARK	282562	REFUND-PLN53118	11/05/2025	11/06/25	3,090.00	
Invoice: REFUND-PLN53118				3,090.00	47047 345810	REFUND-PLN53118 PRE/NOT REQUIRED ZONING & SUBDIVISION FE			
CHECK 362800 TOTAL:								3,090.00	

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362801	11/06/2025	PRTD	10739	LIFTNOW AUTOMOTIVE E	282502	COBI-20250016	07/21/2025	20250016	11/06/25	34,061.53	
				Invoice: COBI-20250016							
					34,061.53	73011448 53110001399	PW/NEW CHALLENGER VEHICLE LIFT FOR PW SHOP FIXED VEHICLE LIFT - SUPPLIES				
					282503	COBI-LINE BREAK	09/09/2025	20250016	11/06/25	1,560.35	
				Invoice: COBI-LINE BREAK							
					1,560.35	73011448 53110001399	PW/NEW CHALLENGER VEHICLE LIFT FOR PW SHOP FIXED VEHICLE LIFT - SUPPLIES				
									CHECK	362801 TOTAL:	35,621.88
362802	11/06/2025	PRTD	10873	ORCA RUNNING	282569	REFUND-WFPDEP JUN25	11/06/2025		11/06/25	100.00	
				Invoice: REFUND-WFPDEP JUN25							
					100.00	41622860 586000	WFP DEPOSIT REFUND - EVENT 06/08/25 PARK/DOCK DEPOSITS CUST-OUT				
									CHECK	362802 TOTAL:	100.00
362803	11/06/2025	PRTD	8286	SUPERINTENDENT OF P	282548	20067	10/27/2025		11/06/25	50.00	
				Invoice: 20067							
					50.00	41654861 586110	POL/FINGERPRINTING FINGERPRINT OUT-GOES TO SPI				
									CHECK	362803 TOTAL:	50.00
362804	11/06/2025	PRTD	10872	OZIMEK, ELIZABETH	282566	REFUND-WFPDEP AUG25	11/06/2025		11/06/25	100.00	
				Invoice: REFUND-WFPDEP AUG25							
					100.00	41622860 586000	WFP DEPOSIT REFUND - EVENT 08/31/25 PARK/DOCK DEPOSITS CUST-OUT				
									CHECK	362804 TOTAL:	100.00
362805	11/06/2025	PRTD	7153	PORT MADISON ENTERPR	282549	44328	05/23/2025		11/06/25	380.00	
				Invoice: 44328							
					380.00	73425358 541100	PW/HIRED TRUCKING SVCS O&M-WWTP-PROF SVCS				
				Invoice: 46387							
					282550	46387	07/31/2025		11/06/25	171.69	
					171.69	73111262 531100	PW/1/4" MINUS BASALT 5.82 TONS O&M-RDS-TRAILS-SUPPLIES				
									CHECK	362805 TOTAL:	551.69
362806	11/06/2025	PRTD	2035	SIX ROBBLEES INC	282513	02P82077	10/20/2025		11/06/25	147.43	
				Invoice: 02P82077							
					147.43	73111256 53110001054	PW/WO 24498 - SPIDER BUNGEEES STORM PREP-STRT-SUPPLIES				
				Invoice: 02P82079							
					282514	02P82079	10/21/2025		11/06/25	437.85	
					437.85	73111256 53110001054	PW/WO 24498 - FLUORESCENT ORANGE SIGHT RODS STORM PREP-STRT-SUPPLIES				

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CHECK 362806 TOTAL: 585.28

362807 11/06/2025 PRD 601 SOUND REPROGRAPHICS 282567 112750 09/24/2025 11/06/25 34.13
Invoice: 112750
17.06 91411891 542500 FEDEX FINAL BOND DOCUMENTS
17.07 91421891 542500 GG-WTR-FAC-POSTAGE
GG-SWR-FAC-POSTAGE

CHECK 362807 TOTAL: 34.13

362808 11/06/2025 PRD 10262 DEBRA CAMPBELL 282543 TBB-2025-08-003 07/01/2025 11/06/25 275.00
Invoice: TBB-2025-08-003
275.00 53011212 44341000962 POL/K9 TRAINING IN FL
TRACKING CANINE-TRAINING

CHECK 362808 TOTAL: 275.00

362809 11/06/2025 PRD 952 WASHINGTON STATE PAT 282568 I2602204 11/03/2025 11/06/25 144.00
Invoice: I2602204
144.00 41654861 586100 FIN/BACKGROUND CHECKS
CPL GUN PERMIT-FBI SHARE OUT

CHECK 362809 TOTAL: 144.00

362810 11/06/2025 PRD 10353 VESTIS FIRST AID AND 282528 SEA1-002635 10/13/2025 11/06/25 371.95
Invoice: SEA1-002635
371.95 73637891 531100 PW/FIRST AID RESTOCK
OFFICE SUPPLIES

Invoice: SEA1-002637
282529 SEA1-002637 10/13/2025 11/06/25 155.62
155.62 73011255 531100 PW/FIRST AID RESTOCK TSJC
O&M-C/E-COURT FAC-SUPPLIES

CHECK 362810 TOTAL: 527.57

NUMBER OF CHECKS 16 *** CASH ACCOUNT TOTAL *** 83,064.61

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	16	83,064.61

*** GRAND TOTAL *** 83,064.61

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025 11 44	APP 401-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		2,356.06	
	APP 635-111100	11/06/2025	11/06/25	110625			CASH AP CASH DISBURSEMENTS JOURNAL			83,064.61
	APP 101-213000	11/06/2025	11/06/25	110625			STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		1,515.97	
	APP 001-213000	11/06/2025	11/06/25	110625			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		36,359.12	
	APP 403-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		38,580.44	
	APP 407-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		3,090.00	
	APP 622-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		200.00	
	APP 650-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		194.00	
	APP 402-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		397.07	
	APP 631-213000	11/06/2025	11/06/25	110625			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		371.95	
GENERAL LEDGER TOTAL									83,064.61	83,064.61
	APP 631-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING		82,692.66	
	APP 401-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			2,356.06
	APP 101-130000	11/06/2025	11/06/25	110625			STREETS - DUE TO/FROM CLEARING			1,515.97
	APP 001-130000	11/06/2025	11/06/25	110625			GENERAL - DUE TO/FROM CLEARING			36,359.12
	APP 403-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			38,580.44
	APP 407-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			3,090.00
	APP 622-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			200.00
	APP 650-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			194.00
	APP 402-130000	11/06/2025	11/06/25	110625			DUE TO/FROM CLEARING			397.07
SYSTEM GENERATED ENTRIES TOTAL									82,692.66	82,692.66
JOURNAL 2025/11/44 TOTAL									165,757.27	165,757.27

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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT			ACCOUNT DESCRIPTION		
001 GENERAL FUND	2025 11	44	11/06/2025		
001-130000			GENERAL - DUE TO/FROM CLEARING		36,359.12
001-213000			GENERAL - ACCOUNTS PAYABLE	36,359.12	
			FUND TOTAL	36,359.12	36,359.12
101 STREET FUND	2025 11	44	11/06/2025		
101-130000			STREETS - DUE TO/FROM CLEARING		1,515.97
101-213000			STREETS - ACCOUNTS PAYABLE	1,515.97	
			FUND TOTAL	1,515.97	1,515.97
401 WATER OPERATING FUND	2025 11	44	11/06/2025		
401-130000			DUE TO/FROM CLEARING		2,356.06
401-213000			ACCOUNTS PAYABLE	2,356.06	
			FUND TOTAL	2,356.06	2,356.06
402 SEWER OPERATING FUND	2025 11	44	11/06/2025		
402-130000			DUE TO/FROM CLEARING		397.07
402-213000			ACCOUNTS PAYABLE	397.07	
			FUND TOTAL	397.07	397.07
403 STORM & SURFACE WATER FUND	2025 11	44	11/06/2025		
403-130000			DUE TO/FROM CLEARING		38,580.44
403-213000			ACCOUNTS PAYABLE	38,580.44	
			FUND TOTAL	38,580.44	38,580.44
407 BUILDING & DEVELOPMENT FUND	2025 11	44	11/06/2025		
407-130000			DUE TO/FROM CLEARING		3,090.00
407-213000			ACCOUNTS PAYABLE	3,090.00	
			FUND TOTAL	3,090.00	3,090.00
622 EXPENDABLE TRUST FUND	2025 11	44	11/06/2025		
622-130000			DUE TO/FROM CLEARING		200.00
622-213000			ACCOUNTS PAYABLE	200.00	
			FUND TOTAL	200.00	200.00
631 CLEARING FUND	2025 11	44	11/06/2025		
631-130000			DUE TO/FROM CLEARING	82,692.66	
631-213000			ACCOUNTS PAYABLE	371.95	
635-111100			CASH		83,064.61
			FUND TOTAL	83,064.61	83,064.61

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JOURNAL ENTRIES TO BE CREATED

FUND	ACCOUNT	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
650	AGENCY FUND	2025	11	44	11/06/2025	DUE TO/FROM CLEARING		194.00
	650-130000					ACCOUNTS PAYABLE	194.00	
	650-213000							
FUND TOTAL							194.00	194.00

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FUND	DUE TO	DUE FR
001 GENERAL FUND		36,359.12
101 STREET FUND		1,515.97
401 WATER OPERATING FUND		2,356.06
402 SEWER OPERATING FUND		397.07
403 STORM & SURFACE WATER FUND		38,580.44
407 BUILDING & DEVELOPMENT FUND		3,090.00
622 EXPENDABLE TRUST FUND		200.00
631 CLEARING FUND	82,692.66	
650 AGENCY FUND		194.00
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TOTAL	82,692.66	82,692.66

** END OF REPORT - Generated by Grace Lin **

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CASH ACCOUNT: 635 111100 CASH
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INVOICE DTL DESC										
6669	11/07/2025	EFT	5	ACE HARDWARE	282439	059216-1	10/16/2025		11/06/25	29.46
	Invoice: 059216-1				29.46	73425358 531100	PW/WO 24572 - LIQUID ELECTRICAL TAPE, LUBRICANT O&M-WWTP-SUPPLIES			
	Invoice: 059224-1				282440	059224-1	10/16/2025		11/06/25	13.08
					13.08	73111264 531100	PW/WO 24506 - PAINT ROLLER COVERS O&M-STREET-TRAF CONTROL-SUPPLY			
	Invoice: 059227-1				282441	059227-1	10/17/2025		11/06/25	50.13
					50.13	73425358 531100	PW/WO 24572 - HOSE CLAMPS, ALUMINUM SHEET METAL O&M-WWTP-SUPPLIES			
	Invoice: 059232-1				282442	059232-1	10/20/2025		11/06/25	12.12
					12.12	73637958 531100	PW/WO 00225 - O-RINGS, FASTENERS ROADSIDE MOWER ALLOC-SUPPLIES			
	Invoice: 059238-1				282443	059238-1	10/21/2025		11/06/25	42.53
					42.53	73411345 531100	PW/WO 24522 - EAR PLUGS, PLASTIC BUCKETS OFFICE SUPPLIES			
	Invoice: 059250-1				282444	059250-1	10/22/2025		11/06/25	7.84
					7.84	73415345 531100	PW/WO 24539 - SHOP TOWELS, SINGLE CUT KEY OFFICE SUPPLIES			
	Invoice: 059255-1				282445	059255-1	10/23/2025		11/06/25	65.49
					65.49	73425358 531100	PW/WO 24572 - PLIERS, CLEANING WIPES O&M-WWTP-SUPPLIES			
	Invoice: 059258-1				282446	059258-1	10/23/2025		11/06/25	63.08
					63.08	73011831 531100	PW/WO 24911 - PVC PIPE CEMENT, PRIMER, ADHESIVE POL/CRT FACILITY SUPPLIES			
	Invoice: 059262-1				282447	059262-1	10/23/2025		11/06/25	99.33
					99.33	73411345 531100	PW/WO 24523 - STORAGE BINS, COOLER, TORCH KIT OFFICE SUPPLIES			
	Invoice: 059272-1				282448	059272-1	10/26/2025		11/06/25	13.09
					13.09	73111423 531100	PW/WO 24500 - GRAFFITI REMOVER OFFICE SUPPLIES			
	Invoice: 059273-1				282449	059273-1	10/27/2025		11/06/25	100.41
					100.41	73011757 531100	PW/WO 25207 - SECURITY FLOODLIGHT, SPRAY PAINT O&M-C/E-MARINA-SUPPLIES			
	Invoice: 059276-1				282450	059276-1	10/27/2025		11/06/25	98.27
					98.27	73011831 531100	PW/WO 24911 - LEAD ACID BATTERY POL/CRT FACILITY SUPPLIES			
	Invoice: 059278-1				282451	059278-1	10/27/2025		11/06/25	35.85
					35.85	73411345 531100	PW/WO 24527 - PLUMBING SUPPLIES AND FIXTURES OFFICE SUPPLIES			

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Invoice: 059280-1				282452	059280-1	10/28/2025	11/06/25	13.06
				13.06	73411345 531100	PW/WO 24527 - HOSE CLAMPS OFFICE SUPPLIES		
Invoice: 059284-1				282453	059284-1	10/28/2025	11/06/25	30.55
				30.55	73425358 531100	PW/WO 24926 - MARINE GREASE, BUNGEE CORD SET O&M-WWTP-SUPPLIES		
				CHECK		6669 TOTAL:		674.29
6670	11/07/2025 EFT	10618	ARROW CONSTRUCTION S	282454	13747	10/24/2025	11/06/25	3,764.49
Invoice: 13747				3,764.49	73111423 531100	PW/CRAFCO ROADSAYER LOW TACK SEALANT OFFICE SUPPLIES		
				CHECK		6670 TOTAL:		3,764.49
6671	11/07/2025 EFT	2138	ASPECT CONSULTING LL	282455	657929	10/30/2025	11/06/25	1,822.00
Invoice: 657929				1,822.00	72413434 64110001183	ENG/PSA FOR SANDS AVE WELL WATER RIGHTS SANDS AVE WELL REHAB-PROF SVCS		
				CHECK		6671 TOTAL:		1,822.00
6672	11/07/2025 EFT	4365	AUTOMATIC FUNDS TRAN	282558	BAIN2510028	10/31/2025	11/06/25	177.06
Invoice: BAIN2510028				175.00	41011141 541100	FIN/B&O OCT25 FIN-GF-PROF SVCS		
				2.06	41011141 542500	FIN-GFE-POSTAGE/SHIPPING		
				CHECK		6672 TOTAL:		177.06
6673	11/07/2025 EFT	5923	THE BLOEDEL RESERVE	282485	2025-Q3	10/09/2025	11/06/25	2,500.00
Invoice: 2025-Q3				2,500.00	31011732 54110000297	EX/2024-2025 BLOEDEL CULTURAL FUNDING EX-GF-CULTURAL ARTS & SCIENCES		
				CHECK		6673 TOTAL:		2,500.00
6674	11/07/2025 EFT	360	BUILDERS FIRSTSOURCE	282456	100520422	10/02/2025	11/06/25	45.83
Invoice: 100520422				45.83	73011831 531100	PW/WO 24911 - RECIPROCATING SAW BLADE POL/CRT FACILITY SUPPLIES		
Invoice: 100625454				282457	100625454	10/24/2025	11/06/25	38.79
				38.79	73111290 531100	PW/WO 24515 - OSB SHEATHING O&M-STREET-MAINT O/H-SUPPLIES		
				CHECK		6674 TOTAL:		84.62

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6675 11/07/2025 EFT Invoice: 937413	9449 CASCADE COLUMBIA DIS	282458 937413	10/21/2025	11/06/25	1,603.55
		1,603.55 73411345 531100	PW/SODIUM FLUORIDE 750LBS OFFICE SUPPLIES		
			CHECK	6675 TOTAL:	1,603.55
6676 11/07/2025 EFT Invoice: 250811	10839 CHG BUILDING SYSTEMS	282459 250811	09/30/2025	11/06/25	1,747.20
		1,747.20 73011897 531100	PW/METAL BUILDING WALL PANELS O&M-C/E-PWY FAC-SUPPLIES		
			CHECK	6676 TOTAL:	1,747.20
6677 11/07/2025 EFT Invoice: 65047	9019 CITIES DIGITAL, INC.	282460 65047	10/08/2025	11/06/25	15,724.80
		15,724.80 81011881 541100	IT/LASERFICHE FORMS - PROFESSIONAL SUPPORT IT - C/E PROF SERVICES		
			CHECK	6677 TOTAL:	15,724.80
6678 11/07/2025 EFT Invoice: BKAT000969	104 CITY OF BREMERTON	282461 BKAT000969	10/02/2025	11/06/25	3,461.67
		3,461.67 81011881 542420	IT/BROADCAST OF CITY MEETINGS SEP25 IT-C/E-TELEVISTED COUNCIL MEET		
			CHECK	6678 TOTAL:	3,461.67
6679 11/07/2025 EFT Invoice: 340647	7823 CIVICPLUS, LLC	282462 340647	08/01/2025	11/06/25	39,769.46
		39,769.46 81011881 548500	IT/WEBSITE ANNUAL MAINTENANCE & HOSTING IT - C/E COMPUTER SUPPORT		
			CHECK	6679 TOTAL:	39,769.46
6680 11/07/2025 EFT Invoice: 43800	7509 CONSTRUCTION PARTS L	282486 43800	10/20/2025	11/06/25	928.03
		928.03 73111427 531100	PW/CATERPILLAR GRADER BLADE X4 OFFICE SUPPLIES		
Invoice: 43801		282487 43801	10/20/2025	11/06/25	861.63
		861.63 73111256 53110001054	PW/FLEXPRO REPLACEMENT EDGE STORM PREP-STRT-SUPPLIES		
Invoice: 43802		282488 43802	10/20/2025	11/06/25	922.74
		922.74 73111427 531100	PW/SUPERIOR POLY TUBE BROOM W DRIVE PLATES OFFICE SUPPLIES		
			CHECK	6680 TOTAL:	2,712.40

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6681	11/07/2025 EFT	8193	CONTECH ENGINEERED S	282463	32271336	10/09/2025	11/06/25	13,385.74
	Invoice: 32271336					PW/STORMFILTER REFURBISHED CARTRIDGES		
				13,385.74	73431835 54810000748	CONTECH STORM FILTERS-REPAIRS		
						CHECK	6681 TOTAL:	13,385.74
6682	11/07/2025 EFT	142	COPIERS NORTHWEST IN	282464	INV3050929	08/19/2025	11/06/25	229.11
	Invoice: INV3050929			229.11	81011881 531100	IT/SUPPLIES - CANON OCE PRINTER PLOTTER SCANNER		
						IT - C/E SUPPLIES		
	Invoice: INV3082260			282465	INV3082260	10/20/2025	11/06/25	260.21
				260.21	81011881 531100	IT/SUPPLIES - CANON OCE PRINTER PLOTTER SCANNER		
						IT - C/E SUPPLIES		
						CHECK	6682 TOTAL:	489.32
6683	11/07/2025 EFT	10773	DOMINGUS, JUSTIN	282489	6	10/30/2025	11/06/25	3,600.00
	Invoice: 6			3,600.00	31011557 54110001019	EX/PUBLIC FARMLAND MANAGEMENT		
						FARM MNGT SVCS-FOTF OR STAHL		
						CHECK	6683 TOTAL:	3,600.00
6684	11/07/2025 EFT	1625	EMP INDUSTRIES, INC	282466	18940	10/14/2025	11/06/25	1,263.03
	Invoice: 18940			1,263.03	73011757 531100	PW/WO 25207 - RELIEF VALVES, DIAPHRAGM PUMPS		
						O&M-C/E-MARINA-SUPPLIES		
						CHECK	6684 TOTAL:	1,263.03
6685	11/07/2025 EFT	5781	EXTERMINATION SERVIC	282491	53740	10/14/2025	11/06/25	125.58
	Invoice: 53740			125.58	73011755 548100	PW/PREVENTIVE SVCS - COMM CTR COMMONS OCT25		
						O&M-COMMONS REPAIRS		
	Invoice: 53828			282492	53828	10/23/2025	11/06/25	373.46
				373.46	73425358 548100	PW/RODENT SVCS - WWTP OCT25		
						O&M-WWTP-REPAIRS		
	Invoice: 53846			282493	53846	10/24/2025	11/06/25	369.10
				369.10	73011183 548100	PW/PREVENTIVE SVCS - CITY HALL OCT25		
						O&M-C/E-CH FAC-REPAIRS		
	Invoice: 53847			282494	53847	10/24/2025	11/06/25	306.85
				306.85	73011897 548100	PW/PREVENTIVE SVCS - MAINTENANCE YARD OCT25		
						O&M-C/E-PWYD FAC-REPAIRS		
	Invoice: 53868			282495	53868	10/28/2025	11/06/25	163.80
				163.80	73011255 548100	PW/PREVENTIVE SVCS - MUNICIPAL CRT OCT25		
						O&M-C/E-COURT FAC-REPAIRS		

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CASH ACCOUNT: 635 111100 CASH
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						CHECK		6685 TOTAL:	1,338.79
6686	11/07/2025 EFT	1953	FERGUSON ENTERPRISES	282467	0100813	10/27/2025	11/06/25		143.05
Invoice: 0100813				143.05	73411345 531100	PW/WO 24527 - SINGLE STRAP SADDLE			
				282468	0101038	10/28/2025	11/06/25		159.45
Invoice: 0101038				159.45	73411345 531100	PW/WO 24527 - BRASS 90 DEGREE ELBOW, BRASS NIPPLES			
						CHECK		6686 TOTAL:	302.50
6687	11/07/2025 EFT	10459	GORDON THOMAS HONEYW	282544	OCTOBER 2025 1337	10/31/2025	11/06/25		4,300.00
Invoice: OCTOBER 2025 1337				4,300.00	11011112 541100	CC/GTH LOBBYING SERVICES			
				282545	SEPTEMBER 2025 1337	09/30/2025	11/06/25		4,386.10
Invoice: SEPTEMBER 2025 1337				4,386.10	11011112 541100	CC/GTH LOBBYING SERVICES			
						CHECK		6687 TOTAL:	8,686.10
6688	11/07/2025 EFT	10509	GLCC SERVICES LLC	282496	70007213	10/24/2025	11/06/25		19,511.09
Invoice: 70007213				19,511.09	73637961 54810000269	PW/2024 - 2027 JANITORIAL SERVICES			
						CHECK		6688 TOTAL:	19,511.09
6689	11/07/2025 EFT	268	HOUSING RESOURCES BA	282546	2025-445	11/01/2025	11/06/25		700.00
Invoice: 2025-445				700.00	31180592 54130400297	EX/IMHP PASS-THRU RENT			
						CHECK		6689 TOTAL:	700.00
6690	11/07/2025 EFT	9883	INVOICE CLOUD, INC.	282559	2698-2025_10	10/31/2025	11/06/25		3,288.77
Invoice: 2698-2025_10				1,644.38	43411341 541100	FIN/UB SVCS OCT25			
				1,644.39	43421351 541100	FIN - WATER ADMIN PROF SERVICE			
						CHECK		6690 TOTAL:	3,288.77
6691	11/07/2025 EFT	10771	JB CYCLES, LLC	282497	0007	10/31/2025	11/06/25		1,200.00
Invoice: 0007				1,200.00	31011492 54110001408	EX/E-BIKE VOUCHER #36			
						E-BIKE VOUCHER PROGRAM-PS			

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

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CHECK 6691 TOTAL: 1,200.00

6692 11/07/2025 EFT 10439 KELLEY CREATE CO 282500 40334455 10/13/2025 11/06/25 233.69
Invoice: 40334455 PW/COPIER LEASE-6525AC

233.69 73637891 545000 RENTS & LEASES - OPERATING

Invoice: 40380538 282501 40380538 10/20/2025 11/06/25 47.06
PW/COPIER LEASE-XC2326

47.06 73637891 545000 RENTS & LEASES - OPERATING

CHECK 6692 TOTAL: 280.75

6693 11/07/2025 EFT 10483 MIRIAM TECHNOLOGIES 282563 INV/2025/00238 11/04/2025 11/06/25 131.04
Invoice: INV/2025/00238 FIN/WEBCHECK SERVICE OCT25

65.52 43411341 541100 FIN - WATER ADMIN PROF SERVICE

65.52 43421351 541100 FIN - SEWER ADMIN PROF SERVICE

CHECK 6693 TOTAL: 131.04

6694 11/07/2025 EFT 2574 NATIONAL BARRICADE C 282504 319697 10/20/2025 11/06/25 434.40
Invoice: 319697 PW/WO 24506 - SURFACE MOUNT ANCHORS

434.40 73111264 531100 O&M-STREET-TRAF CONTROL-SUPPLY

CHECK 6694 TOTAL: 434.40

6695 11/07/2025 EFT 9943 THE NEXT DAY DRY CLE 282547 09/30/2025 09/30/2025 11/06/25 225.08
Invoice: 09/30/2025 POL/LAUNDRY SERVICE

152.67 51011211 520000 PD-C/E ADMIN-BENEFITS

72.41 53011212 520000 POLICE - C/E PATROL BENEFITS

CHECK 6695 TOTAL: 225.08

6696 11/07/2025 EFT 2430 OGDEN MURPHY WALLACE 282564 915924 09/24/2025 11/06/25 101,947.36
Invoice: 915924 LEGAL/PROFESSIONAL SERVICES AUG25

81.20 32011152 54111101156 LIT-NEAL PRA SUIT

519.20 32011152 54111101306 LIT-GERLACH CLAIM FOR DAMAGES

31,553.05 32011152 54111101352 GERLACH LUPA APPL OUTSIDE ATTY

243.60 32470152 54111101357 HEX-SPERLING APPEAL

29,440.75 32011152 54111101379 LIT-LINDENBAUM

324.80 32011541 54111001298 CITY ATTORNEY

2,314.20 32011152 54111001045 LGL-VERIZON FRANCHISE

777.60 32011152 54111001131 ETHICS BOARD LEGAL ADVISOR

2,849.80 32011541 54111001270 GEN'L PRR WORK-OUTSIDEATTORNEY

296.75 32011541 54111001298 CITY ATTORNEY

33,222.41 32011541 54111001298 CITY ATTORNEY

324.00 32470152 541110 LGL-DEVELOP-CIVIL-OUTSIDE ATTY

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CASH ACCOUNT: 635 111100 CASH
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Invoice: 917480

VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
282565	917480	10/28/2025		11/06/25	120,670.22
INVOICE DTL DESC					
LEGAL/PROFESSIONAL SERVICES SEP25					
81.20	32011152 54111101156	LIT-NEAL PRA SUIT			
40.60	32011152 54111101240	LIT-RICH (SUP.CT.)			
40.60	32011152 54111101306	LIT-GERLACH CLAIM FOR DAMAGES			
46,022.62	32011152 54111101352	GERLACH LUPA APPL OUTSIDE ATTY			
16,606.20	32011152 54111101379	LIT-LINDENBAUM			
1,461.60	72413434 64110000988	NEW WATER TANKS-PROF SVCS			
2,679.60	31011551 54111001251	625 WINSLOW-AFF HSG-LEGAL ADV			
568.40	32011152 54111001045	LGL-VERIZON FRANCHISE			
3,110.40	32011152 54111001131	ETHICS BOARD LEGAL ADVISOR			
2,898.60	32011541 54111001270	GEN'L PRR WORK-OUTSIDEATTORNEY			
47,160.40	32011541 54111001298	CITY ATTORNEY			

CHECK 6696 TOTAL: 222,617.58

6697 11/07/2025 EFT
Invoice: 16443042

9650 PAPE MACHINERY INC

282505 16443042
745.66 73637958 531100

10/01/2025 11/06/25
PW/WO 00225 - WEAR PUCK INSERTS
ROADSIDE MOWER ALLOC-SUPPLIES

745.66

Invoice: 16476902

282506 16476902
81.36 73637958 531100

10/20/2025 11/06/25
PW/WO 00225 - SLEEVE, O-RINGS
ROADSIDE MOWER ALLOC-SUPPLIES

81.36

CHECK 6697 TOTAL: 827.02

6698 11/07/2025 EFT
Invoice: 0570146-IN

6333 PETROCARD INC.

282507 0570146-IN
3,039.86 73638893 532000
2,363.90 73638932 532000

10/03/2025 11/06/25
PW/DIESEL & REGULAR FUEL
O&M-FUEL USE-ALLOCATION
O&M-FUEL ALLOC TO OTH DEPTS

5,403.76

Invoice: 570476R-DM

282508 570476R-DM
2,598.61 73638893 532000
1,649.01 73638932 532000

10/09/2025 11/06/25
PW/DIESEL & REGULAR FUEL
O&M-FUEL USE-ALLOCATION
O&M-FUEL ALLOC TO OTH DEPTS

4,247.62

Invoice: 0571887-IN

282509 0571887-IN
1,509.17 73638893 532000
1,324.63 73638932 532000

10/23/2025 11/06/25
PW/DIESEL & REGULAR FUEL
O&M-FUEL USE-ALLOCATION
O&M-FUEL ALLOC TO OTH DEPTS

2,833.80

CHECK 6698 TOTAL: 12,485.18

6699 11/07/2025 EFT
Invoice: 12471192

9776 RED HAWK FIRE PROTEC

282551 12471192
1,053.78 73011897 548100

09/30/2025 11/06/25
PW/REPAIR OF PW SHOP SMOKE DETECTOR
O&M-C/E-PWYD FAC-REPAIRS

1,053.78

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CASH ACCOUNT: 635 111100 CASH
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CHECK 6699 TOTAL: 1,053.78

6700 11/07/2025 EFT Invoice: 25-07616	8132 SPECTRA LABORATORIES	282515 25-07616	10/17/2025	11/06/25	128.00
			PW/TESTING - MULTIPLE SITES		
		128.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07724		282516 25-07724	10/20/2025	11/06/25	128.00
			PW/TESTING - SPRINGWOOD		
		128.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07755		282517 25-07755	10/23/2025	11/06/25	54.00
			PW/TESTING - PW FACILITY		
		54.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07783		282518 25-07783	10/23/2025	11/06/25	32.00
			PW/TESTING - ROCKAWAY BEACH		
		32.00 73415345 54110000391	LAB SVCS-WATER ROCKAWAY		
Invoice: 25-07784		282519 25-07784	10/23/2025	11/06/25	96.00
			PW/TESTING - MULTIPLE SITES		
		96.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07849		282520 25-07849	10/27/2025	11/06/25	96.00
			PW/TESTING - HEAD OF THE BAY		
		96.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07890		282521 25-07890	10/28/2025	11/06/25	192.00
			PW/TESTING - HEAD OF THE BAY WELL		
		192.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07894		282522 25-07894	10/29/2025	11/06/25	102.00
			PW/TESTING - SANDS, HOTB, FLETCHER BAY WELLS		
		102.00 73411345 54110000391	LAB SVCS-WATER		
Invoice: 25-07895		282523 25-07895	10/29/2025	11/06/25	34.00
			PW/TESTING - TAYLOR WELL		
		34.00 73415345 54110000391	LAB SVCS-WATER ROCKAWAY		
Invoice: 25-07898		282524 25-07898	10/29/2025	11/06/25	618.00
			PW/TESTING - WWTP		
		618.00 73425358 54110000391	LAB & TESTING SVCS-WWTP		

CHECK 6700 TOTAL: 1,480.00

6701 11/07/2025 EFT Invoice: 0258635-IN	9358 STRUCTURED COMMUNICA	282552 0258635-IN	10/30/2025	11/06/25	4,418.27
			IT/ANNUAL MAINTENANCE - MERAKI HARDWARE		
		4,418.27 81011881 535500	IT - C/E COMPUTER PARTS & EQ		

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CASH ACCOUNT: 635 111100 CASH
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CHECK 6701 TOTAL: 4,418.27

6702 11/07/2025 EFT 562 T M G SERVICES INC 282557 0054126-IN
Invoice: 0054126-IN
2,128.70 73411345 531100

10/10/2025 11/06/25 2,128.70
PW/WO 24527 - INJECTION QUILL X2
OFFICE SUPPLIES

CHECK 6702 TOTAL: 2,128.70

6703 11/07/2025 EFT 565 TACOMA SCREW PRODUCT 282553 140155962-00
Invoice: 140155962-00
100.57 73638935 531100

10/08/2025 11/06/25 100.57
PW/SHOP SUPPLIES - LUBRICANT, CABLE TIES
O&M-STD ALLOCATION-SUPPLIES

Invoice: 140156545-00

282554 140156545-00
178.71 73638935 531100

10/22/2025 11/06/25 178.71
PW/SHOP SUPPLIES - FLAT WASHERS, HEX CAP SCREWS
O&M-STD ALLOCATION-SUPPLIES

Invoice: 140158045-00

282555 140158045-00
184.76 73411345 531100

10/28/2025 11/06/25 184.76
PW/WO 24527 - HAND PADS, TAPER PIPE TAP, DRILL BIT
OFFICE SUPPLIES

Invoice: 140158046-00

282556 140158046-00
136.78 73011252 53110001055

10/28/2025 11/06/25 136.78
PW/WO 24472 - SCREW PIN ANCHOR SHACKLES
STORM RESP-GF-SUPPLIES

CHECK 6703 TOTAL: 600.82

6704 11/07/2025 EFT 1152 HD SUPPLY INC 282510 INV00712607
Invoice: INV00712607
114.56 73425358 531100

05/16/2025 11/06/25 114.56
PW/WO 24569 - RICCA PH 6.00 BUFFER SOL
O&M-WWTP-SUPPLIES

Invoice: INV00836952

282511 INV00836952
100.25 73425358 531100

09/24/2025 11/06/25 100.25
PW/WO 24569 - STERILE PETRI DISH WITH PAD X100
O&M-WWTP-SUPPLIES

Invoice: INV00857606

282512 INV00857606
418.41 73425358 531100

10/15/2025 11/06/25 418.41
PW/WO 24569 - DISPOSABLE PIPETS, G-G ACID, GLOVES
O&M-WWTP-SUPPLIES

CHECK 6704 TOTAL: 633.22

6705 11/07/2025 EFT 7821 VESTIS 282525 5120770027
Invoice: 5120770027
32.76 73638935 531100

10/14/2025 11/06/25 32.76
PW/SHOP TOWELS
O&M-STD ALLOCATION-SUPPLIES

Invoice: 5120773782

282526 5120773782
32.76 73638935 531100

10/21/2025 11/06/25 32.76
PW/SHOP TOWELS
O&M-STD ALLOCATION-SUPPLIES

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CASH ACCOUNT: 635 111100 CASH
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						INVOICE DTL DESC			
Invoice: 5120777521				282527	5120777521	10/28/2025		11/06/25	32.76
				32.76	73638935 531100	PW/SHOP TOWELS O&M-STD ALLOCATION-SUPPLIES			
				CHECK 6705 TOTAL:					98.28
6706	11/07/2025 EFT		499 WESTBAY AUTO PARTS I	282530	954175	10/09/2025		11/06/25	22.64
Invoice: 954175				22.64	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 954416				282531	954416	10/10/2025		11/06/25	42.00
				42.00	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 954710				282532	954710	10/13/2025		11/06/25	147.21
				147.21	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 955065				282533	955065	10/14/2025		11/06/25	-153.39
				-153.39	73638935 531100	PW/SHOP SUPPLIES - CREDIT MEMO O&M-STD ALLOCATION-SUPPLIES			
Invoice: 955126				282534	955126	10/15/2025		11/06/25	136.71
				136.71	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 955154				282535	955154	10/15/2025		11/06/25	36.93
				36.93	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 955373				282536	955373	10/16/2025		11/06/25	14.67
				14.67	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 956546				282537	956546	10/23/2025		11/06/25	-50.16
				-50.16	73638935 531100	PW/SHOP SUPPLIES - CREDIT MEMO O&M-STD ALLOCATION-SUPPLIES			
Invoice: 956680				282538	956680	10/23/2025		11/06/25	12.02
				12.02	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 956816				282539	956816	10/24/2025		11/06/25	159.26
				159.26	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
Invoice: 957080				282540	957080	10/27/2025		11/06/25	48.14
				48.14	73638935 531100	PW/SHOP SUPPLIES O&M-STD ALLOCATION-SUPPLIES			
				282541	957205	10/27/2025		11/06/25	14.19

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CASH ACCOUNT: 635 111100 CASH
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Invoice: 957205

14.19 73638935 531100

PW/SHOP SUPPLIES

O&M-STD ALLOCATION-SUPPLIES

282542 957325

10/28/2025

11/06/25

40.46

Invoice: 957325

40.46 73638935 531100

PW/SHOP SUPPLIES

O&M-STD ALLOCATION-SUPPLIES

CHECK 6706 TOTAL:

470.68

NUMBER OF CHECKS 38

*** CASH ACCOUNT TOTAL ***

375,691.68

COUNT

AMOUNT

TOTAL EFT'S

38

375,691.68

*** GRAND TOTAL ***

375,691.68

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JOURNAL ENTRIES TO BE CREATED
CLERK: glin

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YEAR PER JNL	SRC ACCOUNT	EFF DATE	JNL DESC	REF 1	REF 2	REF 3	ACCOUNT DESC LINE DESC	T OB	DEBIT	CREDIT
2025 11 48	APP 402-213000	11/07/2025	11/06/25	110725			ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		3,510.22	
APP 635-111100	11/07/2025	11/06/25	110725				CASH AP CASH DISBURSEMENTS JOURNAL			375,691.68
APP 101-213000	11/07/2025	11/06/25	110725				STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		6,976.25	
APP 631-213000	11/07/2025	11/06/25	110725				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		33,964.40	
APP 401-213000	11/07/2025	11/06/25	110725				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		10,273.62	
APP 001-213000	11/07/2025	11/06/25	110725				GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		306,313.85	
APP 403-213000	11/07/2025	11/06/25	110725				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		13,385.74	
APP 108-213000	11/07/2025	11/06/25	110725				AFFORD HSG - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		700.00	
APP 407-213000	11/07/2025	11/06/25	110725				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		567.60	
GENERAL LEDGER TOTAL									375,691.68	375,691.68
APP 631-130000	11/07/2025	11/06/25	110725				DUE TO/FROM CLEARING		341,727.28	
APP 402-130000	11/07/2025	11/06/25	110725				DUE TO/FROM CLEARING			3,510.22
APP 101-130000	11/07/2025	11/06/25	110725				STREETS - DUE TO/FROM CLEARING		6,976.25	
APP 401-130000	11/07/2025	11/06/25	110725				DUE TO/FROM CLEARING		10,273.62	
APP 001-130000	11/07/2025	11/06/25	110725				GENERAL - DUE TO/FROM CLEARING		306,313.85	
APP 403-130000	11/07/2025	11/06/25	110725				DUE TO/FROM CLEARING		13,385.74	
APP 108-130000	11/07/2025	11/06/25	110725				AFFORD HSG DUE TO/FROM CLEAR'G		700.00	
APP 407-130000	11/07/2025	11/06/25	110725				DUE TO/FROM CLEARING		567.60	
SYSTEM GENERATED ENTRIES TOTAL									341,727.28	341,727.28
JOURNAL 2025/11/48 TOTAL									717,418.96	717,418.96

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CITY OF BAINBRIDGE ISLAND
A/P CASH DISBURSEMENTS JOURNAL

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JOURNAL ENTRIES TO BE CREATED

FUND ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
001 GENERAL FUND 001-130000 001-213000	2025 11	48	11/07/2025	GENERAL - DUE TO/FROM CLEARING GENERAL - ACCOUNTS PAYABLE	306,313.85	306,313.85
				FUND TOTAL	306,313.85	306,313.85
101 STREET FUND 101-130000 101-213000	2025 11	48	11/07/2025	STREETS - DUE TO/FROM CLEARING STREETS - ACCOUNTS PAYABLE	6,976.25	6,976.25
				FUND TOTAL	6,976.25	6,976.25
108 AFFORDABLE HOUSING FUND 108-130000 108-213000	2025 11	48	11/07/2025	AFFORD HSG DUE TO/FROM CLEAR'G AFFORD HSG - ACCOUNTS PAYABLE	700.00	700.00
				FUND TOTAL	700.00	700.00
401 WATER OPERATING FUND 401-130000 401-213000	2025 11	48	11/07/2025	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	10,273.62	10,273.62
				FUND TOTAL	10,273.62	10,273.62
402 SEWER OPERATING FUND 402-130000 402-213000	2025 11	48	11/07/2025	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	3,510.22	3,510.22
				FUND TOTAL	3,510.22	3,510.22
403 STORM & SURFACE WATER FUND 403-130000 403-213000	2025 11	48	11/07/2025	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	13,385.74	13,385.74
				FUND TOTAL	13,385.74	13,385.74
407 BUILDING & DEVELOPMENT FUND 407-130000 407-213000	2025 11	48	11/07/2025	DUE TO/FROM CLEARING ACCOUNTS PAYABLE	567.60	567.60
				FUND TOTAL	567.60	567.60
631 CLEARING FUND 631-130000 631-213000 635-111100	2025 11	48	11/07/2025	DUE TO/FROM CLEARING ACCOUNTS PAYABLE CASH	341,727.28 33,964.40	375,691.68
				FUND TOTAL	375,691.68	375,691.68

FUND	DUE TO	DUE FR
001 GENERAL FUND		306,313.85
101 STREET FUND		6,976.25
108 AFFORDABLE HOUSING FUND		700.00
401 WATER OPERATING FUND		10,273.62
402 SEWER OPERATING FUND		3,510.22
403 STORM & SURFACE WATER FUND		13,385.74
407 BUILDING & DEVELOPMENT FUND		567.60
631 CLEARING FUND		
	341,727.28	
	-----	-----
TOTAL	341,727.28	341,727.28

** END OF REPORT - Generated by Grace Lin **

MANUAL CHECK - RETAINAGE RELEASE *ML* 11/07/25

11/07/2025 09:17 | CITY OF BAINBRIDGE ISLAND | P 1
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CASH ACCOUNT: 628 111100 CASH-RETAINAGE
CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO CHECK RUN NET

										INVOICE DTL DESC	
243	11/06/2025	PRTD	9331	PRECISION CONCRETE C	282570	RETREL-01039	10/31/2025	RT110625		5,741.34	
Invoice: RETREL-01039							RET REL - 2024 SIDEWALK ASSESSMENT & REPAIR				
						5,741.34	41628860	586000	RETAINAGE RELEASE		

CHECK 243 TOTAL: 5,741.34

NUMBER OF CHECKS 1 *** CASH ACCOUNT TOTAL *** 5,741.34

	COUNT	AMOUNT
	-----	-----
TOTAL PRINTED CHECKS	1	5,741.34

*** GRAND TOTAL *** 5,741.34

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YEAR PER	JNL									
SRC ACCOUNT										
EFF DATE	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT DESC	T OB	DEBIT	CREDIT	
LINE	DESC									
2025 11 47										
APP 622-213000						ACCOUNTS PAYABLE		5,741.34		
11/06/2025	RT110625		110625			AP CASH DISBURSEMENTS JOURNAL				
APP 628-111100						CASH-RETAINAGE			5,741.34	
11/06/2025	RT110625		110625			AP CASH DISBURSEMENTS JOURNAL				
JOURNAL 2025/11/47 TOTAL								5,741.34	5,741.34	

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 JOURNAL ENTRIES TO BE CREATED

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FUND	ACCOUNT	YEAR PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
622	EXPENDABLE TRUST FUND	2025 11	47	11/06/2025			
	622-213000				ACCOUNTS PAYABLE	5,741.34	
	628-111100				CASH-RETAINAGE		5,741.34
						-----	-----
					FUND TOTAL	5,741.34	5,741.34

** END OF REPORT - Generated by Grace Lin **



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:**

AGENDA ITEM:

Authorize Three-Year Service Agreement with Bremerton Kitsap Access Television (BKAT) for Governmental Access Television Services at an Annual Cost of \$34,000, Increased Annually by CPI-U

SUMMARY: The City of Bremerton, through Bremerton Kitsap Access Television ("BKAT"), provides governmental access television services to the City of Bainbridge Island, including but not limited to video production and program scheduling. The agreement considered for approval with this agenda item is a three-year contract, extending the current services and decreasing the annual payment. The payment is based on the expected number and length of meetings.

AGENDA CATEGORY: Contract

PROPOSED BY: Executive

RECOMMENDED MOTION:

Authorize City Manager to execute a three-year agreement with Bremerton Kitsap Access Television (BKAT) for governmental access television services at an annual cost of \$34,000, increased annually by June CPI-U.

COMMUNITY ENGAGEMENT AND OUTREACH:

None for this item.

FISCAL IMPACT:

Amount:	\$34,000 annually, increased by June CPI-U, for three years
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	true

BACKGROUND: The City of Bremerton, through BKAT, provides governmental access television services to the City of Bainbridge Island, including but not limited to video production and program scheduling. The City of Bremerton and the City of Bainbridge Island have had similar agreements in the past, with the primary service provided being the recording and broadcasting of City Council meetings. From time to time, other meetings are recorded by mutual agreement.

BKAT provides consultation during productions in-progress and pre-production and post-production services. BKAT also provides properly trained staff.

ATTACHMENTS:

BREMERTON KITSAP ACCESS TELEVISION SERVICE CONTRACT

This Bremerton Kitsap Access Television Service Contract (“Agreement”) is made and executed by and between the City of Bremerton, which operates Bremerton Kitsap Access Television (“BKAT”), and City of Bainbridge Island. In this agreement, the parties will be referred to as “Bremerton” and “Bainbridge Island.” Bremerton and Bainbridge Island hereby agree as follows:

Section 1. Scope of Services. Bremerton shall provide governmental access television services, including but not limited to video production and program scheduling related to the Bainbridge Island commitments as outlined in this Agreement. Bremerton will post the City of Bainbridge Island City Council meeting agendas on the BKAT Community Bulletin Board. Bremerton shall provide consultation during productions in-progress, pre-production and post-production services, and properly trained staff. Bremerton’s specified numbers of service commitments covered by this Agreement are set forth in the following “BKAT Service Commitments to City of Bainbridge Island” table:

BKAT Service Commitments to the City of Bainbridge Island			
<u>Description</u>	<u>Location</u>	<u>Schedule</u>	<u>Annual Mtg. Allocation</u>
City Council Business Meetings	City Council Chambers	Second & Fourth Tuesdays	22
City Council Study Session Meetings	City Council Chambers	Third Tuesdays	11
City Council Study Session Meetings	City Council Chambers	First Tuesdays	4
Extra City Council Meetings, Public Hearings, and/or Special Meetings	City Council Chambers	As requested	4
		Total	41

Services shall include all meeting hours, pre-production and post-production time and portal-to-portal charges. Bainbridge Island shall retain control over program content and designate one person to authorize and request program schedule changes under this Agreement.

In the case of cancellations of meetings:

- Bremerton will not charge a cancellation fee for meetings cancelled by Bainbridge Island.
- Cancelled City Council meetings count as part of the annual meeting allocation.
- Cancelled City Council meetings cannot be reallocated to non-meeting video production requests.

Requests by Bainbridge Island for extra meetings, public hearings, or special meetings require a minimum of 30 days before the date of the extra meeting. Bremerton will review calendars for the ability to accommodate requests but is under no obligation to cover when there are staffing conflicts.

Notification by Bainbridge Island of meeting schedule dates and times, including holiday alterations for the upcoming year is requested as early as possible, but no later than December 1st of the previous year to confirm Bremerton staff commitments.

Requests by Bainbridge Island for an ongoing change in City Council meeting days, start times and/or durations from above listed Service Commitments will be considered on a case-by-case basis and should be communicated with as much lead time as possible.

Bremerton works with Bainbridge Island to establish regular, consistent playback times for programs produced under this Agreement. Once scheduled, program times shall not be moved, altered, or deleted without the consent of Bainbridge Island. Current programming broadcast schedule for 2026 is: first four (4) Tuesdays at 6:00pm live on Bainbridge Island cable system with first replay on BKAT countywide on Thursday at 8:00pm. Second countywide replay on BKAT is on Saturday at 1:00am.

Meetings longer than four (4) hours of airtime may be subject to replay on a different day or time than listed herein. Live programming may preempt or delay meeting replays. Extra meetings when requested may result in different replay airtimes as available.

Video Production requests outside of this agreement by Bainbridge Island and any meetings exceeding the total Annual Meeting Allocation will be taken on a per production basis. Fees for these services are separate from this Agreement and shall be determined by the applicable rate structure as published by Bremerton. Production scope, schedules and timelines for services beyond the scope of this Agreement shall be determined by the Parties at the time of request and agreed to in a service confirmation letter. Bainbridge Island shall have total control over the content of special productions.

Bremerton shall provide production and playback of regularly scheduled Council meetings and as a courtesy, will provide a video on demand (VOD) link for public viewing and download. Bremerton will maintain VOD archive for one (1) year after the original meeting date, after which point Bremerton may remove the digital video file(s) and associated metadata from VOD archive and take any action it deems appropriate with the file(s). Bremerton may keep the file(s) for longer than one (1) year at its own discretion but shall not be obligated to do so by terms of this Agreement. Bainbridge Island shall be responsible for downloading weekly and storing their own primary VOD copies of meetings if desired for record-keeping and compliance with the state Public Records Act (Chapter 42.56 RCW).

Production equipment in the chambers is the property of and responsibility of Bainbridge Island. Bainbridge Island will provide recording equipment capable of making files compatible with broadcast standards for replay on BKAT. BKAT cannot be held responsible for loss of recordings or live broadcasts due to equipment malfunction or failure.

If BKAT upgrades to an HDTV channel on the relevant cable television system(s),

Bainbridge Island will ensure that all equipment utilized by Bainbridge Island for program and origination and transmission/interconnect to BKAT and the relevant cable system is of HDTV-capable standard, with any necessary upgrades made at the expense of Bainbridge Island.

Section 2. Payment Obligations. In consideration of the services provided pursuant to this Agreement, Bainbridge Island shall pay Bremerton an annual service fee of **\$ 34,000.00**. Beginning on January 1, 2027, and each year thereafter, the amount will be adjusted by the prior year's June Seattle-Tacoma-Bremerton Consumer Price Index-Urban rate. In no instance shall the recalculated fee drop below **\$34,000.00**. Bremerton shall provide Bainbridge Island with written notice of the adjusted service fee amount prior to such increased payment being due. Services rendered beyond the scope of this Agreement, as set forth in Section 1, shall be billed in addition to the annual amount at the rates established and published by Bremerton.

Bainbridge Island shall pay the fee due to Bremerton under this Agreement as follows: On a monthly basis, and no later than the last claims batch of each month, Bainbridge Island shall pay Bremerton one-twelfth (1/12) of the current annual amount as specified herein. If Bremerton provides additional services to Bainbridge Island beyond those listed in the Scope of Services in Section 1, a separate invoice will be provided and payment due thereon within 30 days of receipt of such invoice.

Section 3. Term. This Agreement shall be for a period of three (3) years commencing January 1, 2026, and terminating December 31, 2028.

Section 4. Termination. Either party to this Agreement may terminate the Agreement without cause upon giving ninety (90) days' written notice to the other party. This Agreement may be immediately terminated for cause by either party if the other party substantially fails to perform through no fault of the terminating party, and the non-performing party does not commence correction of the failure of performance within thirty (30) days of the terminating party's sending notice to the non-performing party. In the event of termination, the Bainbridge Island shall pay for all services satisfactorily performed by Bremerton to the effective date of termination.

Section 5. Severability. Should any part of the Agreement be found invalid, the balance of the Agreement shall remain in full force and effect.

Section 6. Indemnify and Hold Harmless. The Parties shall each indemnify, defend, and hold the other harmless from and against any and all claims, suits, actions, causes of action, losses, damage, or liabilities arising or resulting from any alleged negligent or intentional acts or omissions arising out of the performance or non-performance of their respective responsibilities as set out in this Agreement. In the event of litigation to enforce any of the terms or provisions of the Agreement herein, each party shall pay its own costs and attorney's fees.

Section 7. Notices. All notices and other communications to be given by either party may be given in writing to the appropriate party as follows:

Public Access Manager
BKAT
(Bremerton Kitsap Access Television)
7266 Tibardis Rd NW
Bremerton, WA 98311

City Manager
City of Bainbridge Island
280 Madison Avenue N
Bainbridge Island, WA 98110

Section 8. Compliance with Laws. The Parties shall comply with all applicable federal, state, and local laws in performing their obligations under this Agreement.

Section 9. Choice of Law and Venue. This Agreement shall be interpreted according to the laws of the State of Washington. Any judicial action to resolve disputes arising out of this Agreement shall be brought in the Kitsap County Superior Court.

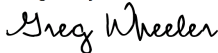
Section 10. Assignment. Any assignment of any portion of this Agreement shall not be made without the written consent of both Parties.

Section 11. Waiver. Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right of power arising out of this Agreement shall not be deemed waiver of any other right or power.

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

CITY OF BREMERTON

Signed by:



BAF46095E8E747B...
Greg Wheeler, Mayor

CITY OF BAINBRIDGE ISLAND

Blair King, City Manager

APPROVED AS TO FORM

Date

Signed by:



52ACBE8381B0462...
Kylie J. Finnell, City Attorney



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:**

AGENDA ITEM: Authorize the City Manager to Execute Amendment No. 4 to the Professional Services Agreement with Consor North America, Inc. to Support Construction Services for the Winslow Water Tank Offsite Improvements Project (\$74,648.00 Water Fund) - Public Works

SUMMARY: The Winslow Water Tank Replacement project includes a series of offsite improvements that will regulate pressures and water distribution from the new tank once it is brought online in early 2026. Those improvements include nine pressure-reducing stations, over 100 individual pressure-reducing valves and over 5,000 feet of new water main.

Amendment No. 4 is for construction services to support the Offsite Water Tank Improvements project in the amount of \$74,648.00. Upon approval, the revised contract amount will be \$2,403,994.

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Public Works

RECOMMENDED MOTION:

Authorize the City Manager to execute Amendment No. 4 to the Professional Services Agreement with Consor North America, Inc. in the amount of \$74,648.00 from the Water Fund to support construction services for the Winslow Water Tank Offsite Improvements project.

COMMUNITY ENGAGEMENT AND OUTREACH:

Project communications is ongoing to support construction-related impacts on traffic at the various construction locations.

FISCAL IMPACT:

Amount:	\$74,648.00
Ongoing Cost:	
One-Time Cost:	\$74,648.00
Included in Current Budget?	true

BACKGROUND: The Winslow Water Tank Replacement project includes the demolition and replacement of the older 1 MG reservoir with a 2 million gallon elevated reservoir. Additionally, the Offsite Water Tank Improvements project includes nine pressure reducing stations, over 100 individual pressure reducing valves and over 5,000 feet of water main.

City Council approved the design contract with Consor at their March 8, 2022, City Council meeting in the amount of \$1,388,756.

Amendment No. 1 was executed on April 25, 2023, increasing the scope of services and contract value to

\$1,424,671.

Amendment No. 2 was for additional consultant fees related to the increased design work. This includes additional water main and pressure reducing vaults associated with higher elevations of the new reservoir, and addressing structural and geotechnical design changes associated with building code changes. The revised contract amount was \$1,889,717.

Amendment No. 3 included construction engineering services, reviewing technical submittals, coordinating sub-consultants, performing specialty inspections such as geotechnical and tank coating, and assisting with facility startup. The revised contract amount was \$2,329,346.

Amendment No. 4 is for construction services to support the Offsite Water Tank Improvements project in the amount of \$74,648.00. Upon approval of Amendment No. 4, the revised contract amount will be \$2,403,994.

ATTACHMENTS:

[Consor North America_Winslow Water Tank Replacement Project_Amendment No. 4.docx](#)

[Consor_Winslow Water Tank_Amend 4_Exhibit A.pdf](#)

[CIP_Winslow Water Tank Replacement_00988.pdf](#)

**AMENDMENT NO. 4 TO
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 4 TO THE AGREEMENT FOR PROFESSIONAL SERVICES (“Amendment”) amends the Agreement for Professional Services (“Agreement”) entered into on March 31, 2022, by the City of Bainbridge Island, a Washington State municipal corporation (“City”), and Consor North America, Inc, an Oregon state corporation (formerly MurraySmith, Inc.) (“Consultant”).

WHEREAS, the City and the Consultant entered into the Agreement to provide the design of the Winslow Water Tank Replacement Project; and

WHEREAS, on April 25, 2023, the City modified the scopes of services; and

WHEREAS, on August 10, 2023, the City modified the scopes of services; and

WHEREAS, on March 6, 2024, the City modified the scopes of services; and

WHEREAS, the City desires to increase the services provided under the Agreement, extend the term of the agreement and amend the maximum amount payable under the Agreement.

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

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

A. This Agreement shall become effective upon execution by both parties and shall continue in full force until ~~December 31, 2025~~ December 31, 2026, 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 hourly, plus actual expenses, in accordance with Attachment B, but not more than a total of ~~Two Million Three Hundred Twenty Nine Thousand Three Hundred Forty Six Dollars (\$2,329,346.00)~~ Two Million Four Hundred Three Thousand Nine Hundred Ninety-Four Dollars and Zero Cents (\$2,403,994.00).

3. Attachment B, Scope of Services, is hereby amended to include the tasks and fee schedule on the attached Exhibit A.

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.

CONSOR NORTH AMERICA, INC.

CITY OF BAINBRIDGE ISLAND

Date:_____

Date:_____

By:_____

By:_____

Name_____

Blair King, City Manager

Title_____

Tax I.D. #_____

City Bus. Lic. #_____

EXHIBIT A

SCOPE OF SERVICES PROPOSED ENGINEERING SERVICES FOR WINSLOW WATER TANK REPLACEMENT PROJECT CITY OF BAINBRIDGE ISLAND, WA AMENDMENT NO. 4 – CONSTRUCTION PHASE SERVICES FOR WATERMAIN AND PRV IMPROVEMENTS

Introduction/General/Background

Conсор North America, Inc. (Consultant), along with their subconsultants, are providing engineering services to the City of Bainbridge Island (City) for the Winslow Water Tank Replacement project. The watermain and pressure reducing valve (PRV) portion of the project has progressed through the design phase and will soon enter the construction phase. This Amendment No. 4 adds construction phase services for the water main and PRV elements of the project.

Scope of Services

Consultant will perform the following services.

Tasks 1 through Task 12

No changes to the services in the original Contract.

Task 13 – Project Management

Objective

This task includes the administration and coordination of the Consultant’s staff, subconsultants, and the interface with the City’s Project Manager and City staff. Consultant will actively manage project work to meet the project budget and schedule. The scope of services for this Amendment adds services to cover the work associated with the additional schedule for the expected duration of construction.

Subtask 13.1 - Project Management

Activities

Subtask 13.1.2 Schedule and Budget Management

- A. Perform additional project management work through the construction phase. Includes regular invoicing, preparing progress reports, and budget tracking.

Subtask 13.1.4 Team Management and Coordination

- A. Perform general administration and project management through the construction phase to provide completion of tasks and elements. Proactively track progress compared to the established scope, schedule, and budget.

Deliverables and Assumptions

- A. The work will proceed upon City authorization, which is expected in September 2025. The anticipated duration of the construction phase is anticipated to be twelve (12) months.
- B. No other changes to the services in the original Contract.

Task 14 – Water Pipeline Construction Phase Services

Objective

Assist the City with construction management of the water mains and PRVs. Consultant's primary roles will be:

- Perform technical document review.
- Clarify plans and specifications.

Activities

Subtask 14.1 – Respond to Requests for Information (RFI's)

Consultant will provide responses to up to ten (10) RFIs. The City will be the primary responder of RFIs for the project.

Subtask 14.2 – On-Call Design Changes

Consultant will complete up to three (3) design changes to the contract documents that result from unforeseen conditions or City-directed revisions.

Subtask 14.3 – Trenchless Installation Workshop

Consultant will conduct a workshop for City construction inspection personnel to discuss and provide education on the inspection procedures for the trenchless installation of the steel casing under SR 305. This will include identifying critical events, discussing common challenges with auger boring, and strategies to streamline inspection of the casing and carrier pipe installation. This workshop will have a duration of up to two (2) hours and will be conducted by up to two (2) members of the Consor team.

Subtask 14.4 – Construction Observation

Consultant will conduct up to five (5) site visits when significant construction is occurring, upon request by the City. The purpose of these visits is to address questions regarding the Contract Documents, assist with resolving project difficulties, review the progress of the work, and observe the construction work to determine that it is proceeding in accordance with the requirements of the Contract Documents. The Consultant will prepare written reports on the construction activities during such visits, documenting activities, decisions, discussions with the contractor and other observations; document the construction work by photograph and/or video.

Subtask 14.5 – Record Drawings

Consultant will prepare record drawings based upon Consultant observations made during site visits, and Contractor and City field inspector redlines. Record drawings will be prepared in AutoCAD format using the latest version of Civil 3D.

Deliverables (all electronic only)

- Responses to RFI's
- Produce design changes to the contract documents.
- Trenchless installation workshop notes and presentation
- Construction observation reports
- Record drawings

Assumptions

- Consultant will not provide reviews of any submittals or shop drawings.
- Consultant will not participate in any construction meetings, and will communicate directly with the City regarding RFIs and design changes.
- The trenchless installation workshop will occur virtually.
- The City will provide Contract oversight of their awarded Contractor.
- The City will provide day-to-day field oversight throughout the construction process.
- The City will provide all contractor pay application and change order management.
- Each design change will require approximately eighteen (18) hours total to produce.
- The construction phase will be approximately twelve (12) months.
- Material testing is not included in this scope of services.

Proposed Fee Estimate

Payment will be made at the Billing rates for personnel working directly on the project, which will be made at the Consultant's hourly rates, plus direct expenses incurred. Subconsultants will be charged at actual costs plus a 10 percent fee to cover administration and overhead.

Consultant proposes to perform this work on a time and expenses basis with a total not to exceed amount of \$74,648 for the services, which includes project management and construction phase services. The proposed fee estimate is provided as "Attachment A."

Project Schedule

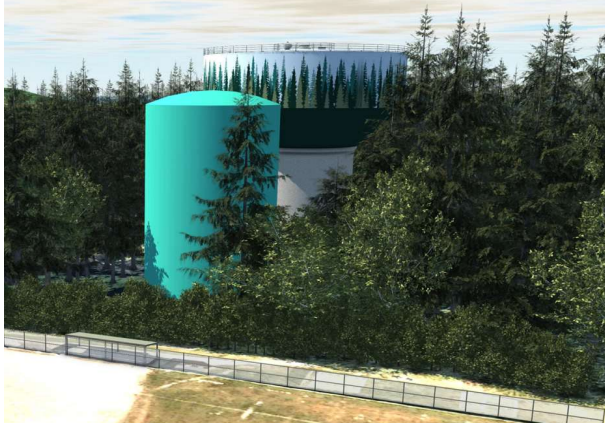
The work will proceed upon City authorization, which is expected in September 2025. The bulk of the work will be completed in 2025.

Project: Winslow Water Tank Replacement

Number: 00988

Location: New Brooklyn Road

Project Description



Description: This project will construct a new 2 million-gallon reservoir to replace both of the existing tanks that are located on an easement near the High School.

Benefit: A new tank built at a sufficient elevation, and to the most recent design standards, will correct several deficiencies associated with existing tanks including: significant dead storage, pressure zone deficiencies, water quality issues, and seismic deficiencies. Project updated to include fireflow and pipeline improvements in Winslow (formerly project 01095).

Schedule: 2021: Design; 2024-25: Construction

Capital Funding (1000's)

	Prior Yrs.	2025	2026	2027	2028	2029	2030	Total
FUNDING SOURCES (1000's)								
General Fund	70	-	-	-	-	-	-	70
Water Fund	833	656	21	-	-	-	-	1,510
Sewer Fund	-	-	-	-	-	-	-	-
SSWM Fund	-	-	-	-	-	-	-	-
Federal Grant	-	-	-	-	-	-	-	-
State Grant	-	-	-	-	-	-	-	-
Long-Term Debt	13,377	10,323	-	-	-	-	-	23,700
Sub-total	14,280	10,979	21	-	-	-	-	25,280
FUNDING USES (1000's)								
Project Management	79	29	21	-	-	-	-	129
Design/construction	14,201	10,950	-	-	-	-	-	25,151
Sub-total	14,280	10,979	21	-	-	-	-	25,280



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:**

AGENDA ITEM: Cancel the November 25, 2025 Business Meeting Due to the Thanksgiving Holiday

SUMMARY: Council will consider canceling the November 25, 2025 Business Meeting due to the Thanksgiving holiday.

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** City Council

RECOMMENDED MOTION:

Cancel the November 25, 2025 Business Meeting due to the Thanksgiving holiday.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:**

AGENDA ITEM: Approve Cultural Funding Advisory Task Force Recommendations for 2026-2027 Awards
Totaling \$300,000 - Executive,

SUMMARY: In response to a request for proposals issued by the City in the Fall of 2025, the Cultural Funding Advisory Task Force (CFATF) received and reviewed proposals for funding for activities in 2026-2027. The CFATF reviewed 17 proposals totaling \$562,065 in funding requests. The CFATF funding recommendation totals \$300,000.

- Arts & Humanities Bainbridge: \$31,200
- Bainbridge High School Instrumental Music Boosters: \$31,200
- Bainbridge Performing Arts: \$31,200
- Bainbridge Artisan Resource Network (BARN): \$30,000
- Ovation! Performing Arts Northwest: \$25,000
- Bainbridge Arts & Crafts: \$21,200
- Bainbridge History Museum: \$21,200
- Amabile Choir: \$20,000
- Bainbridge Island Japanese American Community: \$20,000
- Bainbridge Youth Services: \$20,000
- Bainbridge Book Festival: \$16,000
- Kids Discovery Museum: \$15,000
- Bainbridge Island Senior & Community Center: \$12,000
- Bainbridge Island Poet Laureate Program: \$6,000
- Bloedel Reserve: \$0
- Emergence Films Co.: \$0
- Kids In Concert: \$0

AGENDA CATEGORY: Consent Agenda **PROPOSED BY:** Executive

RECOMMENDED MOTION:

Approve the Cultural Funding Advisory Task Force's 2026-2027 funding recommendation in the total amount of \$300,000 and authorize the City Manager to execute the associated funding agreements with recipient organizations.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$300,000
Ongoing Cost:	
One-Time Cost:	

Included in Current Budget?	true
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BACKGROUND: The Cultural Funding Advisory Task Force met three times between September and November 2025. The Committee initially reviewed 17 proposals totaling \$562,065.

The Committee then heard a 10-minute presentation from each applicant on their use of funds and followed with a 5 minute Q&A.

To determine how they scored each application, the Cultural Funding Task Force assessed the applications based on the following evaluation criteria that were approved by the City Council during a regular business meeting in June 2025:

- Impact
- Community Need
- Equity and Inclusion
- Alignment with City Goals
- Organizational Capacity

In their final meeting, the Committee reduced the funding request from \$562,065 down to the allocated \$300,000.

ATTACHMENTS:

[2026-2027 Cultural Funding Recommendations List.pdf](#)

Organization/Proposal	Amount Requested	Amount Recommended
Arts & Humanities Bainbridge	\$50,000	\$31,200
Bainbridge High School Instrumental Music Boosters	\$33,165	\$31,200
Bainbridge Performing Arts	\$50,000	\$31,200
Bainbridge Artisan Resource Network (BARN)	\$50,000	\$30,000
Ovation! Performing Arts Northwest	\$40,000	\$25,000
Bainbridge Arts & Crafts	\$40,000	\$21,200
Bainbridge History Museum	\$35,000	\$21,200
Amabile Choir	\$26,400	\$20,000
Bainbridge Island Japanese American Community	\$20,000	\$20,000
Bainbridge Youth Services	\$20,000	\$20,000
Bainbridge Book Festival	\$16,000	\$16,000
Kids Discovery Museum	\$50,000	\$15,000
Bainbridge Island Senior & Community Center	\$12,000	\$12,000
Bainbridge Island Poet Laureate Program	\$6,000	\$6,000
Bloedel Reserve	\$48,500	\$0
Emergence Films Co.	\$50,000	\$0
Kids In Concert	\$15,000	\$0
Total	\$562,065	\$300,000



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 5 Minutes

AGENDA ITEM: Consider Request from Arts and Humanities Bainbridge for Continuation of Contract for Administrative Support of the Public Art Committee (Increase by \$4,000 to \$16,000 Annually for Three Years),

SUMMARY:

Arts and Humanities Bainbridge (AHB) provides staff and program support to the City's Public Art Program, including administering the Public Art Committee, a subcommittee of the board of Arts and Humanities Bainbridge. PAC advises the City on public art programming and acquisition and runs other programming from time to time. AHB holds regular PAC meetings and maintains website information related to Public Art. This is a longstanding cooperative arrangement between the City and AHB.

Since 2021, the City has paid AHB \$12,000 annually for Public Art Committee administration. This item extends this agreement and increases the payment to \$16,000 annually. It amends the scope of work to remove Something New, an art rotation program which is covered through a separate program and payment agreement. The annual payment of \$16,000 equates to \$1,333 per month. Assuming a rate of \$50/hour for staff time, that would equate to 20 hours per month with \$333 for expenses related to the program and staff.

Staff notes that it is usual and customary to recognize increasing costs via a planned cost of living increase, which is proposed for this agreement.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to direct the City Manager to prepare an extension of the current agreement with Arts and Humanities Bainbridge for administrative support of the Public Art Committee for a three-year period at an annual cost of \$16,000, increased annually by June CPI-U.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$16,000 per year for three years, increasing at CPI-U.
Ongoing Cost:	\$16,000 annually for three years
One-Time Cost:	
Included in Current Budget?	false

BACKGROUND: The proposed scope of services for the administration of the Public Art Committee is as follows:

1. Provide administrative support to the Public Art Committee, a subcommittee of the Board of Arts and Humanities Bainbridge, as needed to assist the committee members in their work focused on promoting, expanding, and maintaining the City's Public Art Program.
2. Provide administrative support to the Public Art Committee as needed to support their work to develop proposals for new public art projects and programs and to support the presentation of these proposals to the City Council for consideration.
3. Coordinate and convene regular meetings of the Public Art Committee and develop written agendas and minutes for each meeting.
4. When needed, recruit new members to the Public Art Committee
5. Provide an annual written report to the City Council and City staff that includes a summary of key activities and minutes of Public Art Committee meetings.
6. Serve as a liaison and point of contact for City Council, City staff, and community members who wish to communicate with the Public Art Committee.

Additional information is provided on the attachment prepared by AHB.

ATTACHMENTS:

[Proposed Budget-AHB Public Art Committee Administration](#)

Background

Arts & Humanities Bainbridge (AHB) administers the Public Art Committee (PAC) on behalf of the City of Bainbridge Island. The annual administrative funding from the City has remained fixed at **\$12,000**, despite a **37% increase in the local cost of living (CPI, ZIP 98110)**.

Impact of Static Funding

Administrative costs now significantly outpace the fixed \$12,000 allocation. Rising costs affect staff capacity, communications, artist coordination, and public engagement. Without an adjustment, AHB absorbs increased costs, limiting resources available for advancing the City's public art initiatives.

Proposed Adjustment

Current Allocation	\$12,000
Requested Allocation	\$16,000

The requested adjustment reflects real cost increases:

Why This Matters

Public art strengthens Bainbridge Island's identity, community vitality, and economic resilience. Proper administrative support ensures:

- Efficient management of the Public Art Committee
- Transparent artist selection processes
- Continued success of programs like *Something New*
- Effective stewardship of City investments in public art

Request to Council

Update annual administrative funding for AHB's management of the Public Art Committee to **\$16,000 beginning FY 2026**. This adjustment reflects real cost increases and sustains the City's commitment to public art excellence.



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:00 PM) Authorize Execution of Contract for State Lobbying Services with Gordon Thomas Honeywell for 2026-2028 (General Fund - \$162,900) - Executive,

SUMMARY: In October, the City Council authorized a request for qualifications for state lobbying services. A selection panel comprising Councilmember Moriwaki, the City Manager, and Management Analyst Adam Nebenzahl interviewed two firms that submitted qualifications: Gordon Thomas Honeywell and Lobby Washington. The selection panel recommends the city enter into a contract with Gordon Thomas Honeywell Government Relations to provide lobby services for the City of Bainbridge Island in Olympia.

AGENDA CATEGORY: Contract

PROPOSED BY: Executive

RECOMMENDED MOTION:

I authorize the City Manager to execute the contract with Gordon Thomas Honeywell for state lobbying services for a not to exceed amount of \$162,900 over the three-year term.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$162,900
Ongoing Cost:	\$4,400 per month plus travel expenses of up to \$1,500 per year
One-Time Cost:	
Included in Current Budget?	true

BACKGROUND:

City purchasing policy requires solicitation for certain professional services. At the end of 2025, the City's current lobbying services agreement with Gordon Thomas Honeywell will expire. In October, the City Council authorized the issuance of a request for qualifications for state lobbying services. On November 5, a selection panel consisting of Councilmember Moriwaki, the City Manager, and Management Analyst Adam Nebenzahl interviewed two firms that submitted qualifications. The panel recommended continuing lobbying services with Gordon Thomas Honeywell Government Relations for lobbying services in Olympia. Gordon Thomas Honeywell has successfully advocated for the City with the following achievements:

- \$300,000 secured in 2024 for the Japanese American Exclusion Visitor Center
- Increased communication with WSF through quarterly meetings

- Land use exemptions in the Transit-Oriented Development bill (HB 1491), the middle housing trailer bill (HB 2321), and the lot splitting bill (HB 1096)
- Legislation supporting part-time police officer schedules

ATTACHMENTS:

[PSA_2026-2028 Olympia Representation_Gordon Thomas Honeywell.pdf](#)

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT FOR PROFESSIONAL SERVICES (“Agreement”) is entered into between the City of Bainbridge Island, a Washington State municipal corporation (“City”), and Gordon Thomas Honeywell Government Relations, a Washington State limited liability partnership (“Consultant”).

WHEREAS, the City needs professional services in connection with representing the City on legislative issues during the Washington State Legislative Session in Olympia; and

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

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

1. SERVICES BY CONSULTANT

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

2. TERM AND TERMINATION OF AGREEMENT

A. This Agreement shall become effective upon execution by both parties and shall continue in full force and effect until December 31, 2028, unless sooner terminated by either party as provided below.

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

3. PAYMENT

A. The City shall pay the Consultant a monthly base rate of Four Thousand Four Hundred Dollars (\$4,400) plus actual travel expenses up to One Thousand Five Hundred Dollars (\$1,500) annually in accordance with **Attachment B**, but not more than a total of One Hundred Sixty-Two Thousand Nine Hundred Dollars (\$162,900) over the three year term.

B. The Consultant shall submit, in a format acceptable to the City, monthly invoices for services performed in a previous calendar month. Each project and each task within a project

shall be the subject of a separate invoice. The Consultant shall maintain time and expense records and provide them to the City upon request.

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

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

4. INSPECTION AND AUDIT

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

5. INDEPENDENT CONTRACTOR

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

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

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

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

6. NONDISCRIMINATION AND COMPLIANCE WITH LAWS

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

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

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

7. OWNERSHIP OF WORK PRODUCT

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

8. GENERAL ADMINISTRATION AND MANAGEMENT

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

9. HOLD HARMLESS AND INDEMNIFICATION

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

B. However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been

mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

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

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

10. INSURANCE

The Consultant shall maintain the insurance described in **Attachment A**.

11. SUBLETTING OR ASSIGNING CONTRACT

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

12. EXTENT OF AGREEMENT/MODIFICATION

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

13. SEVERABILITY

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

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

14. FAIR MEANING

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

15. NONWAIVER

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

16. NOTICES

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

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

To the Consultant: Gordon Thomas Honeywell Government Relations
 1201 Pacific Avenue, Suite 2200
 Tacoma, Washington 98402
 Attention: Briahna Murray

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

17. SURVIVAL

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

18. GOVERNING LAW

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

19. VENUE

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

20. COUNTERPARTS

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

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

GORDON THOMAS HONEYWELL
GOVERNMENT RELATIONS

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Name _____

Blair King, City Manager

Title _____

Tax I.D. # _____

City Bus. Lic. # _____

ATTACHMENT A INSURANCE REQUIREMENTS

A. Insurance Term

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

B. No Limitation

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

C. Minimum Scope of Insurance

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

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

D. Minimum Amounts of Insurance

The Consultant shall maintain the following insurance limits:

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

3. Professional Liability insurance shall be written with limits no less than \$2,000,000 per claim and \$2,000,000 policy aggregate limit, as applicable.

E. Other Insurance Provision

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

F. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A minus (A-).

G. Verification of Coverage

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

H. Notice of Cancellation

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

I. Failure to Maintain Insurance

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

J. City Full Availability of Consultant Limits

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

ATTACHMENT B SCOPE OF SERVICES

The following is to be used as a general guide and may not include all work necessary to accomplish the work of lobbying.

LOBBYIST SERVICES: Lobbyist to provide lobbying and monitoring representation on behalf of client in the State of Washington and to provide the following services:

1. Work with the City of Bainbridge Island to develop and refine a legislative agenda for the upcoming session/year. Provide guidance in the development of the annual legislative action plan with staff and the City Council.
2. Develop strategies to achieve the desired legislative results. Draft letters and talking points on legislation as necessary.
3. Implement the aforementioned strategies. This includes, but not limited to meeting with legislators, legislative staff, and Governor's Office and agencies; representation before legislative committees; arranging for City of Bainbridge Island to meet with legislators, and/or testify; and attending other events on the City of Bainbridge Island's behalf and creating opportunities to build and strengthen City relationships with legislators and State agencies.
4. Monitor legislation, arrange for bill sponsorship, perform issue analysis and brief City officials on legislative issues.
5. Coach City representatives, when necessary, on how to present testimony, interact with legislators, and be successful advocates in helping to advance goals.
6. Consult regularly with City Manager and provide the City with weekly reports and tracking lists during the legislative session. Provide the City with monthly reports during the legislative interim.
7. Maintain close working relationships with the City Manager and designated members of City Staff.
8. Identify and secure funding for City and community needs.
9. Timely inform the City Manager of developments concerning priorities and unexpected issues that arise and may impact the City of Bainbridge Island. Land use is a topic of particular interest.
10. Provide updates to City Council through electronic meeting platforms like Zoom and meet in-person with staff and Council as necessary.

11. Represent the City's interest before state agencies and departments.

**CERTIFICATION REGARDING DEBARMENT AND SUSPENSION
AND OTHER RESPONSIBILITY MATTERS**

In accordance with federal Executive Order 12549, the Consultant certifies to the best of its knowledge and belief, that it and/or its principals or officers:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- b. Have not within a three-year period preceding the execution of this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, or in connection with a violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification;
- d. Have not within a three-year period preceding the execution of this Agreement had one or more public transactions (federal, state, or local) terminated for cause of default; and
- e. Acknowledge that all subconsultants selected for this project must be in compliance with paragraphs (a – d) of this certification.

Name and Title of Authorized Consultant

Date

Signature of Authorized Consultant

_____ I am unable to certify to the above statements. My explanation is attached.



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 15 Minutes

AGENDA ITEM: (7:10 PM) Approve a Fifteen-Year Property Management Agreement, with an Additional Fifteen-Year Option, with the Suyematsu Farm Legacy Alliance (SFLA) for the Management and Restoration of the Five-Acre Historical Designated Suyematsu Farm Site,

SUMMARY: Commencing approximately mid-year 2023, the city and the Suyematsu Farm Legacy Alliance (SFLA) have been in active discussions to develop a long-term public private partnership for the maintenance and restoration of the five-acre historic Akio Suyematsu Farm Site. It is recommended that the Council authorize execution of an agreement to allow SFLA full access to occupy, rehabilitate, manage, repair, program and improve the historic property for a fifteen-year period subject to extension for another fifteen years. SFLA will be responsible for the day-to-day management of the property. This is an exclusive agreement. The City Council is under no obligation to financially compensate SFLA. The agreement allows SFLA to charge for services classes, programs and events held on the site. The agreement allows the city 16 hours of use for free subject to availability. This agreement supersedes the 12-month agreement entered into in January 2025.

The SFLA is a coalition of six Bainbridge Island stakeholder groups who are incorporating for the purpose of restoring the historic farm site. The coalition includes representation from the Suyematsu & Bentryn Family Farmers Guild, Bainbridge Island Japanese American Community (BIJAC), Indipino Community, Bainbridge Historical Preservation Community, and EduCulture & Only What We Can Carry Project.

The underlying purpose of this agreement is the maintenance and restoration of the historic Suyematsu Farm Site.

AGENDA CATEGORY: Contract

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to authorize the City Manager to enter into the Property Management Agreement with the Suyematsu Farm Legacy Alliance in substantially the form attached.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: Previously, the Suyematsu Farm Site was incorporated into the management agreement between the city and Friends of the Farms. In 2023, the SFLA introduced themselves and offered to manage and rehabilitate

the historic 5.1 acre Suyematsu Farm site. The SFLA embraced the idea that historic Suyematsu Farmstead could remain an active farm site with educational programming for youth and adults and interpret the history of the Japanese American experience on Bainbridge Island.

The City Council directed staff to work with SFLA to develop an agreement to achieve the purposes of the SFLA.

Upon further inspection, SFLA determined the main house on the site was in a more deteriorated condition than originally believed. Subsequently, rather than a long-term agreement, the city and SFLA entered into a one-year agreement to allow SFLA to repair the structure and seek additional funding. During the term of the one-year agreement, SFLA has successfully replaced the farmhouse's roof and chimney, the farmhouse has been weatherized, and fund raising undertaken.

SFLA has secured state funding in the amount of \$120,000, A condition of the state grant is SFLA must have site control for a minimum of ten years.

The subject agreement includes a workplan prepared by SFLA.

ATTACHMENTS:

[Long-Term Property Management Agreement with Suyematsu Farm Legacy Alliance _Exhibits Included.docx](#)

PROPERTY MANAGEMENT AGREEMENT

THIS PROPERTY MANAGEMENT AGREEMENT (“Agreement”) is entered into between the City of Bainbridge Island, a Washington municipal corporation (“City”), and Global Source Education, doing business as Suyematsu Farm Legacy Alliance (“Property Manager”) for the purposes hereafter stated.

RECITALS

A. The City is the owner of certain property legally described on Exhibit A and commonly known as the Suyematsu Farm Historic Property. The Suyematsu Farm Historic Property is improved with a farmhouse, a barn, two picker cabins, and other workshops and outbuildings. A map of the Suyematsu Farm Historic Property is attached as Exhibit B to this Agreement. The Suyematsu Farm Historic Property is located at 9229 Day Road East and 9227 Day Road East, Bainbridge Island, Washington 98110.

B. The Suyematsu Farm Historic Property has a long and storied history and is the oldest continuously farmed land in Bainbridge Island and Kitsap County. The land was farmed by Akio Suyematsu and the Suyematsu family for nearly 100 years and was one of the original strawberry farms on Bainbridge Island. The Suyematsu Farm Historic Property is an important cultural and community asset. Akio Suyematsu sold this property to the City in 2001. After his passing, the City passed an Akio Suyematsu Day Proclamation on August 19, 2012. In 2016, the City formally listed the Suyematsu Farm Historic Property in the Bainbridge Island Register of Historic Places, which requires adherence to City historic preservation procedures codified in Bainbridge Island Municipal Code 18.24.

C. The Property Manager is a Washington nonprofit corporation and a 501(c)(3) organization under the Internal Revenue Code of the United States. The Property Manager will be changing its name upon execution of this Agreement and will thereafter be known solely as the Suyematsu Farm Legacy Alliance. The Suyematsu Farm Legacy Alliance is dedicated to preserving the legacy, history, and physical improvement, including repair, stabilization, and restorations on the Suyematsu Farm Historic Property and providing education, programming, cultural history, and archival services.

D. In 2024, the City and the Property Manager entered into a one-year property management agreement under which the Property Manager took over management of the Suyematsu Farm Historic Property and began making repairs and improvements to the farmhouse and other buildings. The one-year property management agreement will expire on December 31, 2025.

E. The repairs and improvements agreed to by the City and the Property Manager in the one-year property management agreement are not yet complete. The City and the Property Manager desire to enter into this Agreement to provide for completion of the repairs and improvements and to provide for the long-term management and oversight of the Suyematsu Farm Historic Property. The Property Manager has the personnel and qualifications to provide the

property management services to the City and the Bainbridge Island community that are described in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements and subject to all terms and conditions set forth below, the City and the Alliance agree as follows:

1. MANAGEMENT SERVICES. The Property Manager shall be responsible for the day-to-day management, operation, repair, landscaping, and maintenance of the Suyematsu Farm Historic Property and related improvements according to the terms and conditions set forth hereinafter. The Suyematsu Farm Historic Property and all improvements thereon will be maintained by the Property Manager in the same or better condition than exists of the effective date of this Agreement, ordinary wear and tear excepted.

2. EXCLUSIVE USE - EXCEPTIONS. Except as otherwise provided in this Section, the Property Manager shall have the exclusive right to occupy, use and manage the Suyematsu Farm Historic Property during the term of this Agreement. The Property Manager's use is subject to a pre-existing lease with a tenant farmer conducting agricultural operations on the site and is also subject to the reserved use and access by the City provided elsewhere in this Agreement. The Property Manager shall use the Suyematsu Farm Historic Property to provide education, interpretation, programming, cultural history, and archival services, and to make the repairs and improvements for its use specified in the Suyematsu Farm Historic Property Management Plan (the "Management Plan") prepared by the Suyematsu Farm Legacy Alliance and dated November 2025. A copy of the Management Plan is attached to this Agreement as Exhibit C and incorporated herein by this reference as if set forth in full. No other use is permitted without the express prior written approval of the City, which approval shall not be unreasonably withheld.

3. TERM OF AGREEMENT. The initial term of this Agreement shall commence upon signing and approval and end on December 31, 2040, unless sooner terminated as provided in Section 9 below. The parties may extend the term of this Agreement for up to an additional fifteen (15) years upon mutual agreement. This Agreement supersedes the one-year property management agreement, which shall not longer apply on and after the effective date of this Agreement

4. POSSIBLE FUTURE TRANSFER. If the City, in its sole discretion, determines at any time during the term of this Agreement that the City no longer desires to retain ownership of the Suyematsu Farm Historic Property, the parties may, but shall not be obligated to, enter into negotiations for the possible transfer of ownership of the Suyematsu Farm Historic Property to the Property Manager. The terms of such a transfer could, by way of example but not by way of limitation, include donation or sale at a nominal price and placement of the Suyematsu Farm Historic Property in some form of land trust, if the parties mutually agree, in their sole discretion.

5. COMPENSATION.

A. The Property Manager will not be compensated by the City for the general management, operation, repair, and maintenance services provided in this Agreement and the

personnel of the Property Manager providing such services. The Property Manager's ability to use the Property in furtherance of its mission is sufficient consideration to the Property Manager and the services of the Property Manager as described in this Agreement are sufficient consideration to the City for the Property Manager's use and occupancy of the Property during the term of this Agreement.

B. The Property Manager may charge reasonable fees for classes, programs, or events held on the Suyematsu Historic Farm Property by the Property Manager or others.

6. RESERVED USE BY CITY. The City may reserve the Suyematsu Farm Historic Property for use by the City for up to sixteen (16) hours each year without charge. The City shall notify the Property Manager of the dates and times of its reserved hours of use at any time and if it does so on or before January 31 in any year, such dates and times shall have priority over any other use during the same days and times during that year. If the City does not specify its dates and times on or before January 31, then the City's reserved use shall be on a space available basis. The City shall be responsible for any damage to the Suyematsu Farm Historic Property as the result of the City's use, ordinary wear and tear excepted.

7. IMPROVEMENTS.

A. The City hereby authorizes the Property Manager to complete the capital improvements and repairs described in the one-year property management agreement and the capital improvements and repairs described in the Management Plan, provided that the Property Manager obtains any necessary building permits and other government approvals to make such capital improvements. The Property Manager agrees to raise the funds necessary to make the capital improvements and to make such improvements during the term of this Agreement.

B. The Property Manager shall not make any capital improvements to the Suyematsu Farm Historic Property other than those specified in Section 7.A above without the express written consent of the City, which shall not be unreasonably withheld. If the City consents to the Property Manager making any other capital improvements, the Property Manager shall prepare and submit plans for the capital improvements for the City's approval, adhering to the City's historical preservation codes, which shall not be unreasonably withheld. Unless otherwise agreed, all such other capital improvements shall be made at no cost to the City. If the City, in its sole discretion, agrees to pay any portion of the cost of other capital improvements, the capital improvements will be required to be treated as a public work and shall be subject to all requirements imposed by law on such capital improvements, including but not limited to, competitive bidding and the payment of prevailing wages. If the City does not pay any portion of the cost of the capital improvements, the payment of prevailing wages may still be necessary if otherwise required by law. The Property Manager shall manage the construction of the capital improvements unless otherwise agreed to by the City and the Property Manager and shall be responsible for obtaining all necessary permits at the Property Manager's sole cost and expense.

C. All capital improvements shall become the property of the City upon completion. Any personal property, equipment, and artifacts owned by the Property Manager and brought onto the Suyematsu Farm Historic Property during the term of this Agreement for use or display for

educational or interpretive purposes shall remain in the ownership of the Property Manager. The Property Manager will also retain ownership of all interpretive and educational signage, displays, staging, and other items used for historic preservation and programming purposes and that can be removed without causing damage to the Suyematsu Farm Historic Property.

D. The City will assist with annual maintenance of the major landscaping and ditch maintenance along Day Road, and other major improvements to maintain proper access to the Suyematsu Farm Historic Property, such as driveway repairs, adding gravel, and other services the City has historically provided to this City-owned property. The City may also assist with water mitigation projects and electrical, water, sewer, and utility system issues, subject to the availability of funds and appropriation by the Bainbridge Island City Council. If a natural disaster occurs, such as an earthquake, fire, flood, or similar occurrence, the City will assist with cleanup, subject to the availability of funds and appropriation by the Bainbridge Island City Council.

E. The Property Manager may, but shall not be obligated to, reconstruct formerly demolished historic structures as described in the Suyematsu Farm Historic Structure Report and Feasibility Study (Sheridan Group, 2015) on file with the City. These include former picker cabins, outhouses, and the former Suyematsu family bath house. Any such reconstruction shall comply with city codes and the Property Manager shall be required to obtain any necessary building and other permits for such reconstruction and complete the same at the Property Manager's sole cost and expense. The reconstructed buildings shall become the property of the City upon completion of construction.

F. The Property Manager may, but shall not be obligated to, construct new accessory dwelling units ("ADUs") on the Suyematsu Farm Historic Property to meet future staffing and programming needs, if such ADUs are an allowed use under the City's land use codes. Any ADU construction shall be at the sole cost and expense of the Property Manager. All construction shall be in compliance with the City's land use and building codes and in compliance with the City of Bainbridge Island's historic preservation codes and the Suyematsu Farm Historic Property's listed status on the local historic register, in consultation with the Washington State Department of Archaeology and Historic Preservation (DAHP).

8. LIENS. The Property Manager shall not suffer any lien to be recorded against the Suyematsu Farm Historic Property as a consequence of any action of the Property Manager, including but not limited to, liens of contractors, subcontractors, or suppliers related to any maintenance or improvement work completed on the Suyematsu Farm Historic Property at the Property Manager's request. In the event that any such lien is filed, the Property Manager shall immediately satisfy and remove the same, provided, that if the correctness or validity of a claim of lien filed pursuant to Chapter 60.04 RCW is disputed by the Property Manager, the Property Manager may exercise its rights to bond for the amount of the lien in lieu of payment as provided in RCW 60.04.161, as the same exists or may hereafter be amended, as long as the lien is released by the filing of the bond.

9. TERMINATION.

A. The City may terminate this Agreement at any time if the Property Manager defaults in the performance of any of its material obligations under this Agreement. In such event, the City shall provide written notice of termination to the Property Manager setting forth the nature of the default, and the Property Manager shall have thirty (30) days to cure such default and avoid termination, provided, that if the alleged default is such that it cannot reasonably be cured within thirty (30) days, the Property Manager may cure such default by commencing in good faith to cure the default promptly after its receipt of such written notice and prosecuting the cure of such default to completion with diligence and continuity within a reasonable time thereafter. If the default is not cured as provided in this subsection, this Agreement shall terminate.

B. As provided in the Insurance Requirements in Exhibit D, the City may terminate this Agreement immediately if the Property Manager fails to maintain the required insurance and fails to cure its noncompliance within five (5) days after notice by the City.

C. The Property Manager may terminate this Agreement at any time without cause upon providing sixty (60) days' written notice to the City.

D. This Agreement shall automatically terminate if:

- (i) The Property Manager files a petition for bankruptcy, reorganization, or similar arrangement under any statute, or makes an assignment for the benefit of creditors, or takes advantage of any statute relating to insolvency; or
- (ii) A case in bankruptcy or receivership under the laws of any state is commenced against the Property Manager, unless the same is dismissed within sixty (60) days after commencement; or
- (iii) The Property Manager dissolves as a nonprofit corporation, voluntarily or involuntarily, or changes from a nonprofit corporation to a for profit corporation; or
- (iv) The Property Manager ceases to be a 501(c)(3) organization under the Internal Revenue Code.

E. Upon the expiration or termination of this Agreement, the rights and obligations of the parties under this Agreement shall terminate except as provided herein. The Property Manager shall thereafter have no further authority to manage the Suyematsu Farm Historic Property or to collect any revenues therefrom. The Property Manager shall immediately vacate any and all portions of the Suyematsu Farm Historic Property occupied by the Property Manager and shall remove any personal property of the Property Manager from the premises.

10. COOPERATION. The Property Manager will work cooperatively with neighboring tenant farmers and will not deny neighboring tenant farmers access to shared roads, irrigation systems, and any other shared infrastructure. This cooperation shall include assisting

and not impeding farmers operating under any pre-existing lease agreements within the Suyematsu Farm Historic Property.

11. STATE AND FEDERAL HISTORIC REGISTERS. The Property Manager may, in its discretion and at its sole cost and expense, apply to add the Suyematsu Farm Historic Property to the state and federal historic registers. The City agrees to support placement of the Suyematsu Farm Historic Property on the state and federal historic registers as long as the Property Manager bears all costs of doing so.

12. ACCESS BY CITY. The City shall retain the right to enter upon the Suyematsu Farm Historic Property at any time after giving reasonable notice to the Property Manager.

13. REPORTING. The Property Manager shall provide bi-monthly reports to the City Manager and City Council of the City detailing the activities and expenditures of the Property Manager for the management, operation, repair, and maintenance of the Suyematsu Farm Historic Property during the preceding sixty-day period. The Reports shall demonstrate that the Property Manager remains in good standing as a nonprofit corporation with the state of Washington and a 501(c)(3) organization under the Internal Revenue Code.

14. BOOKS, RECORDS, AND AUDITS. The Property Manager shall maintain all books, records, documents, and other evidence pertaining to the management, operation, repair, and maintenance of the Suyematsu Farm Historic Property in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Property Manager shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts, and records if necessary to conduct or document an audit. The Property Manager shall preserve and make available all such books of account and records for a period of three (3) years after expiration or termination of this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Property Manager shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

15. LEASEHOLD EXCISE TAX. This Agreement is a contract for property management services and does not grant the Property Manager any property interest, by lease or otherwise, in the Suyematsu Farm Historic Property. The parties therefore do not believe that this Agreement is subject to leasehold excise tax under RCW 82.29A. In the event that the Washington State Department of Revenue characterizes this Agreement as a lease, the parties agree to jointly dispute such characterization. If such dispute ultimately results in a determination that this Agreement is a lease, the Property Manager agrees to share with the City to pay any leasehold excise tax assessed.

16. ADMINISTRATION. The City Manager of the City, or designee, shall be the City's representative, and shall oversee and approve all services to be performed, coordinate all communications, and review and approve all plans and other documents submitted to the City, under this Agreement.

17. DESIGNATED REPRESENTATIVES. The City designates the City Manager as its representative and contact with authority to make any decisions required by the City during the term of this Agreement. The Property Manager designates Carol Reitz as its representative and contact to make any decisions required by the Property Manager during the term of this Agreement

18. INDEPENDENT CONTRACTOR.

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

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

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

19. NONDISCRIMINATION AND COMPLIANCE WITH LAWS.

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

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

C. Violation of this Section 17 shall be a material breach of this Agreement and grounds for cancellation, termination, or suspension by the City, in whole or in part, and may result in ineligibility for further work for the City.

20. HOLD HARMLESS AND INDEMNIFICATION.

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

B. However, should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Property Manager and the City, its officers, officials, employees, and volunteers, the Property Manager's liability, including the duty and cost to defend hereunder, shall be only to the extent of the Property Manager's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Property Manager's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

C. The City's approval of any of the Property Manager's activities or work shall not be grounds to void, nullify, and/or invalidate any of these covenants of indemnification.

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

E. The indemnification obligations of this section shall survive termination or expiration of this Agreement.

21. INSURANCE. The City agrees to maintain property and casualty insurance on the Suyematsu Farm Historic Property and the structures and improvements located thereon during the term of this Agreement. The Property Manager agrees to maintain the liability insurance related to the Property Manager's actions described in Exhibit D.

22. SUBCONTRACTING OR ASSIGNMENT. This Agreement, or any interest herein or claim hereunder, shall not be subcontracted, assigned or transferred in whole or in part by the Property Manager to any other person or entity.

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

24. SEVERABILITY.

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

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

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

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

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

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

To the Property
Manager: Suyematsu Farm Legacy Alliance
 9229 Day Road East
 P.O. Box 11316
 Bainbridge Island, WA 98110
 Attention: Secretary

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

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

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

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

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

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

GLOBAL SOURCE EDUCATION

CITY OF BAINBRIDGE ISLAND

Date: _____

Date: _____

By: _____

By: _____

Brian Shibayama

Blair King, City Manager

Suyematsu Farm Legacy Alliance Board
Member Designate

Tax ID #91-1995502

City Business License #44080

UBI #601967470

EXHIBIT A

LEGAL DESCRIPTION OF SUYEMATSU FARM HISTORIC PROPERTY

Total Parcel

102502-1-052-2008

Resultant Parcel A of Boundary Line Adjustment recorded under Auditor's File No. 200110240152, records of Kitsap County, Washington, described as follows:

Parcel 1:

The east one-half of the northwest quarter of the northeast quarter of Section 10, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

EXCEPT the northwest quarter of the south one-half thereof.

EXCEPT the south one-half of the south one-half thereof. and except the north 20 feet for N.E. Day Road as conveyed to Kitsap County under Kitsap County Auditor's File Number 224033.

Subject to and together with easements, restrictions, and reservations of record.

Parcel 2:

ALSO the east 171.86 feet of the north one-half of the west one-half of the northwest quarter of the northeast quarter of Section 10, Township 25 North, Range 2 East, W.M., City Of Bainbridge Island, Kitsap County, Washington.

EXCEPT The north 20.00 feet for N.E. Day Road.

Subject to and together with easements, restrictions, and reservations of record.

Historic Suyematsu Farmstead Description

A portion of the following described parcel;

Resultant Parcel A of Boundary Line Adjustment recorded under Auditor's File No. 200110240152, records of Kitsap County, Washington, described as follows:

Parcel 1:

The east one-half of the northwest quarter of the northeast quarter of Section 10, Township 25 North, Range 2 East, W.M., City of Bainbridge Island, Kitsap County, Washington.

EXCEPT the northwest quarter of the south one-half thereof.

EXCEPT the south one-half of the south one-half thereof. and except the north 20 feet for N.E. Day Road as conveyed to Kitsap County under Kitsap County Auditor's File Number 224033.

Subject to and together with easements, restrictions, and reservations of record.

Parcel 2:

ALSO the east 171.86 feet of the north one-half of the west one-half of the northwest quarter of the northeast quarter of Section 10, Township 25 North, Range 2 East, W.M., City Of Bainbridge Island, Kitsap County, Washington.

EXCEPT The north 20.00 feet for N.E. Day Road.

Subject to and together with easements, restrictions, and reservations of record.

Described as follows;

Commencing at the northeast corner of said Resultant Parcel A and the True Point of Beginning:

Thence along the east line of said Parcel A South $01^{\circ}13'18''$ West 325.00 feet;

Thence North $88^{\circ}13'30''$ West 325.00 feet;

Thence North $01^{\circ}13'18''$ East 235.00 feet;

Thence North $88^{\circ}13'30''$ West 325.00 feet;

Thence South $01^{\circ}13'18''$ West 45.00 feet;

Thence North $88^{\circ}13'30''$ West 135.00 feet to the southerly margin of NE Day Road E (County Road No. 261);

Thence along said southerly margin, South $88^{\circ}13'30''$ East 785.00 feet, more or less, to the True Point of Beginning.

EXHIBIT B

MAP OF SUYEMATSU FARM HISTORIC PROPERTY

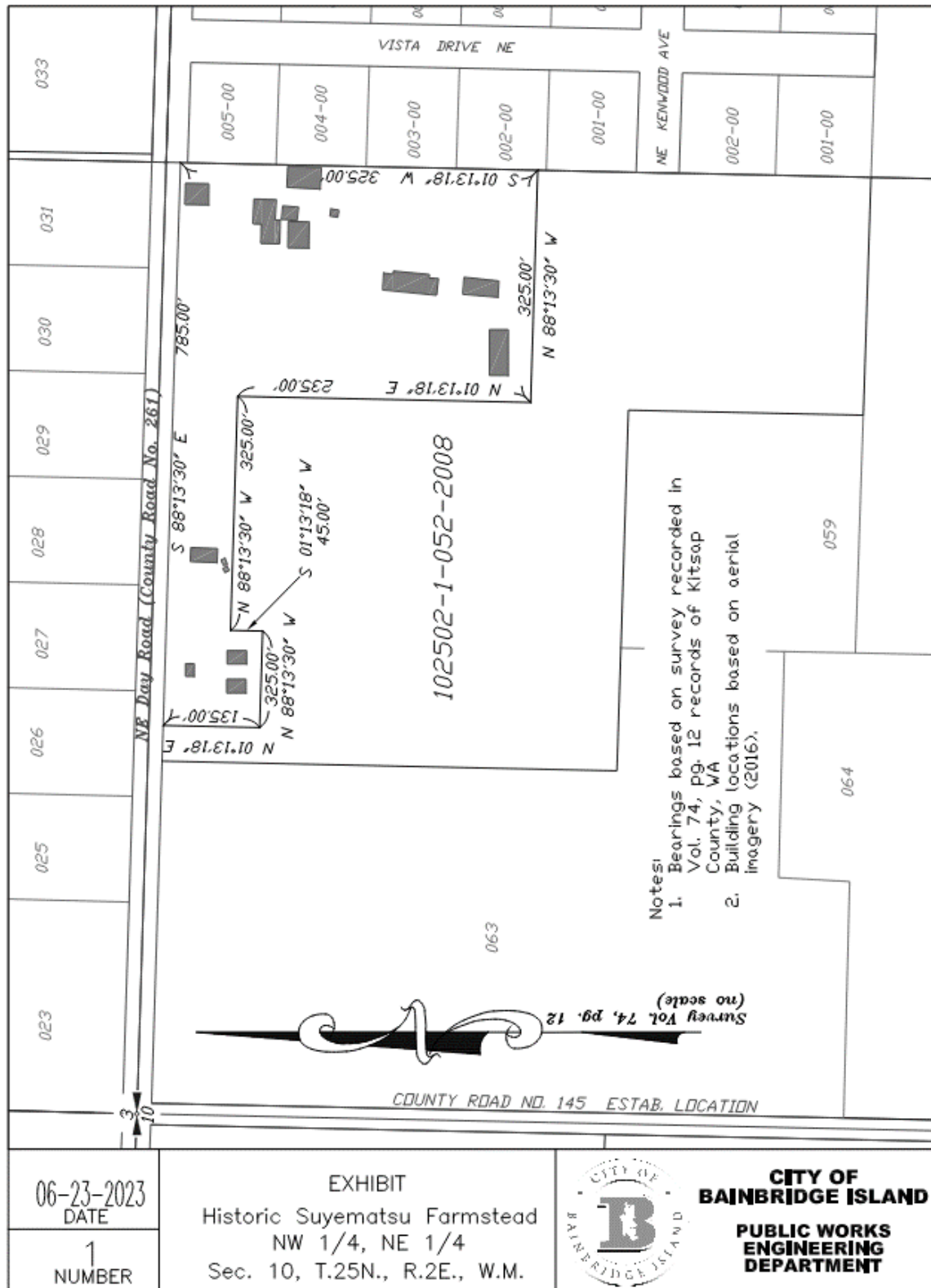
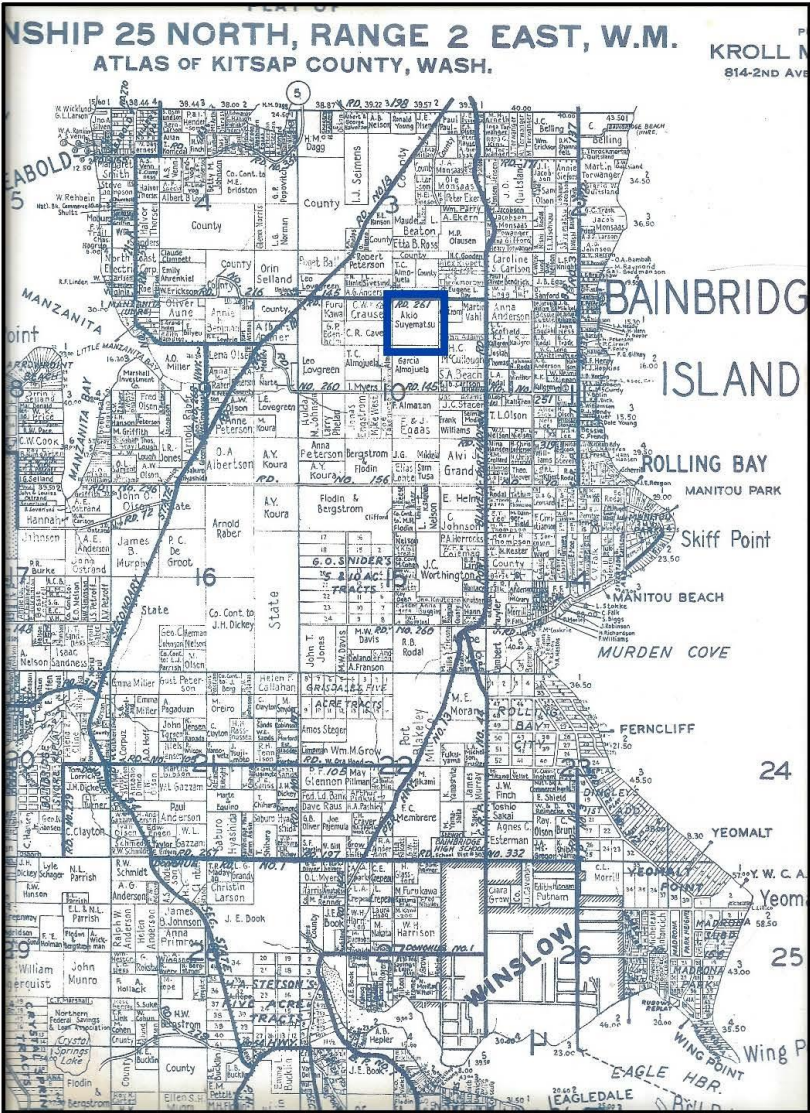


EXHIBIT C

BUSINESS PROPOSAL OF SUYEMATSU FARM LEGACY ALLIANCE

[BEGINS ON THE FOLLOWING PAGE]

Suyematsu Farm Historic Property Management Plan



Prepared by the Suyematsu Farm Legacy Alliance

November 2025

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Executive Summary

The Suyematsu Farm Historic Property Management Plan has been developed to outline the process for extending the Suyematsu Farm Legacy Alliance's (SFLA) short term management agreement for the 5-acre Suyematsu Farm Historic Property (SFHP) into a 15-year long-term lease. In 2024, the City of Bainbridge Island (COBI) and SFLA entered into a management agreement that will end in December 2025. This management plan provides an overview of SFLA's vision, successes to date, planned projects, programming, and fundraising.

Section I describes SFLA's vision statement for the SFHP, based on a deep knowledge of the history and use of the property. The vision statement also acknowledges that the SFHP is located within an active farming area that is a key component of the successful interpretation of this historic site and will be retained. In 2028, Suyematsu Farm will be 100 years old. This management plan outlines how SFLA working towards honoring and celebrating the Centennial year on SFHP with the public.

Section II of this document identifies four principal areas within the SFHP and specifies each area's important key dates, historical themes and planned uses. Following the description of the resources within the SFHP, this section describes the interpretive and educational planning SFLA will develop. The Suyematsu Farm has served as an outdoor classroom since 2007 through past Educulture programming.

Section III describes the capacity building SFLA has completed to date and planned growth into the future. So far, SLFA has raised and has received 100 percent of the submitted grant requests. We will be applying lessons learned from our track record thus far to building support for the rest of the historic preservation projects outlined in this management plan.

Section IV contains a full inventory of the historic structures and significant artifacts located within the 5.5-acre SFHP. It is organized into three phases of accomplishment over the arc of SFLA's fifteen-year tenure: 2024-2025, 2026-2028, 2029-2040.

Four appendices provide background information about the farm property and SFLA. Specifically, the appendices include summary information about: the SFHP (Appendix A), SFLA and its board of directors (Appendix B), SFLA management, partners and collaborators (Appendix C) and the Suyematsu Farm Historic Structures Report and Feasibility Study (Appendix D).

I. Suyematsu Farm Historic Property Vision Statement

WHEREAS Akio Suyematsu's legacy shall give new generations of Bainbridge Islanders an understanding of the Island community's farming heritage, its history, and the importance of growing food locally...

Akio Suyematsu Day Proclamation, City of Bainbridge Island, August 15, 2012

In 2028, the 5.5-acre Suyematsu Farm Historic Property (SFHP) will be 100 years old. This city-owned community resource was listed in the Bainbridge Island Register of Historic Places in 2016. The Suyematsu Farm Legacy Alliance (SFLA), the non-profit organization managing the SFHP, is working to reclaim the farm's local and regional status as a center for heritage and edible education established by EduCulture. Its unique status makes it a one-of-a-kind cultural asset - an historical place full of stories that shaped us as a community - an asset well worth keeping and carrying into the future.

SFLA will expand and enhance recognition to the state and national level. This site is a vibrant landscape representing our past, present and future as an Island and farming community. This farm is living testimony to our past, a dynamic lens to make sense of our present, and a model for the choices we make with our future. SFLA will ensure this community asset carries forward a continuum of a century of history and active farming for the next hundred years.

Akio Suyematsu practiced what he called "clean living." "If you take care of the land," he said, "it will take care of you." As a farmer, he was always ahead of his time. Akio was principled with a strong moral compass. He was a quiet leader and mentor. At every major stage of Akio's ninety year life, he experienced some form of adversity which set him back, or, tried to set him back. Akio always found courage and conviction to persevere and triumph. SFLA will be preserving this historic site and developing interpretation programs centered around Akio's values and principles of integrity, dignity, stewardship, sustainability and citizenship, driven by the question, *what would Akio want?*

SFLA's goals are to see this community asset:

- Realize its full potential as a cultural, interpretive, and educational center for teaching and learning about the history, culture and heritage of Akio Suyematsu, the Suyematsu Family, the larger agricultural heritage, and Japanese American and Indipino experiences on Bainbridge Island.
- Expand its recognition to become regionally and nationally known as a historic and agricultural landmark.
- Harness and bridge the first century of life on Suyematsu Farm to make it a place to experience sustenance, community, sustainability, stewardship, citizenship, and scholarship for the next century, and
- Serve as an authentic interpretation of the SFHP's period of significance (1928-2012) through the substantial collection of primary sources, key artifacts, and original equipment covering nine decades of family, life, work, and agricultural production on the farm.

Suyematsu Farm Legacy Alliance will ensure that the historical, interpretive and community use of the Suyematsu Farm Historic Property protects and preserves active farming. The 5.5 acre SFHP contains key infrastructure used by farmers for their current commercial production, including the parcel of farmland leased by Butler Farms contained within the historic area.

Current Track Record: From Advocacy to Action

The collective expertise and community associations within the Suyematsu Farm Legacy Alliance leadership directed concrete change and improvements in less than a year since the initial one-year agreement commenced.

- In 2025 SFLA managed the SFHP under a one-year agreement with COBI that is due to expire in December 2025. A key goal of the short-term agreement was to give SFLA control of SFHP to repair the farmhouse and return it to a state of occupancy. SFLA is well underway to meet that goal in 2026.
- Phase one involved developing the strategies to design, underwrite, develop and implement remediation plans for the Suyematsu Farmhouse.
- At the same time, SFLA was able to raise funds, gain local publicity, and grow the organization.
- SFLA also took key actions to physically improve the SFHP, including replacing the roof, repairing the chimney and landscaping the house, barn and picker camp areas to reclaim these once heavily overgrown areas. Based on the successful working relationship between SFLA and COBI evidenced during the short-term agreement, SFLA seeks to establish a long-term 15-year agreement.
- SFLA has demonstrated it has the necessary historic building preservation expertise and fundraising skills, combined with the team's life-long Island associations, to effectively preserve Akio Suyematsu's legacy and restore what has been lost over the past decade.
- SFLA will continue to apply localized expertise in farming, family and farm history, cultural competency, community relevance, historic preservation, architectural project management, education, and programming to the long-term vision and plans for the SFHP.

II. Historic Preservation, Interpretation/Education and Programs

This section of the plan summarizes the historic preservation, interpretation/education and programming projects SFLA will conduct on the property in the long-term. These have been developed based on past historical studies of the farm and years of historical, cultural, and agricultural programming that Educulture and local farmers have conducted on the property. The SFHP is surrounded by active farmland, maintained by farmers who learned from Akio Suyematsu, making it a rich learning environment.

Historic Preservation

Numerous historical and planning studies have focused on the Suyematsu Farm. The Sheridan Consulting Group prepared the *Suyematsu Farm Historic Property Management Plan and Feasibility Study*, which provided a brief history, condition assessment and recommendations for the thirty buildings and structures identified on the farm property (Sheridan Consulting Group, 2015). The study delineated the boundaries of the 5.5-acre historic property, which consists of the cluster of pre-1975 residential and farm buildings and structures at the northeast corner of the original 40-acre Suyematsu Farm property. The study identified contributing and non-contributing resources within the 5.5 acres, as shown in Figure 1.

In 2016, the City of Bainbridge Island (COBI) listed the 5.5-acre area on the Bainbridge Island Historic Register (BIHR). Properties listed in the BIHR are protected by the Bainbridge Island Municipal Code. Below is a description of the primary areas within the SFHP (Original Homestead, First Nations Picker Camp, Post World War II Farm Structures, and Landscaping) followed by a summary of the historic preservation review process for the SFHP.

Original Family Homestead Area

Key dates:	1928-1942 (date of construction until World War II Japanese Exclusion)
Themes:	Early Immigrant Experience, Pioneering Life on Bainbridge Island; Early 20th Century Farming, Japanese American Strawberry Production
Use:	To chronologically tell the story of the Suyematsu Family and Farm and relate the period of significance to interpret and educate about the history and heritage of Bainbridge Island and the larger Puget Sound Region, the farm's contribution to Island's reign as strawberry capital, and even more globally related to the family members' experiences before, during and after World War II.

SUYEMATSU FARM

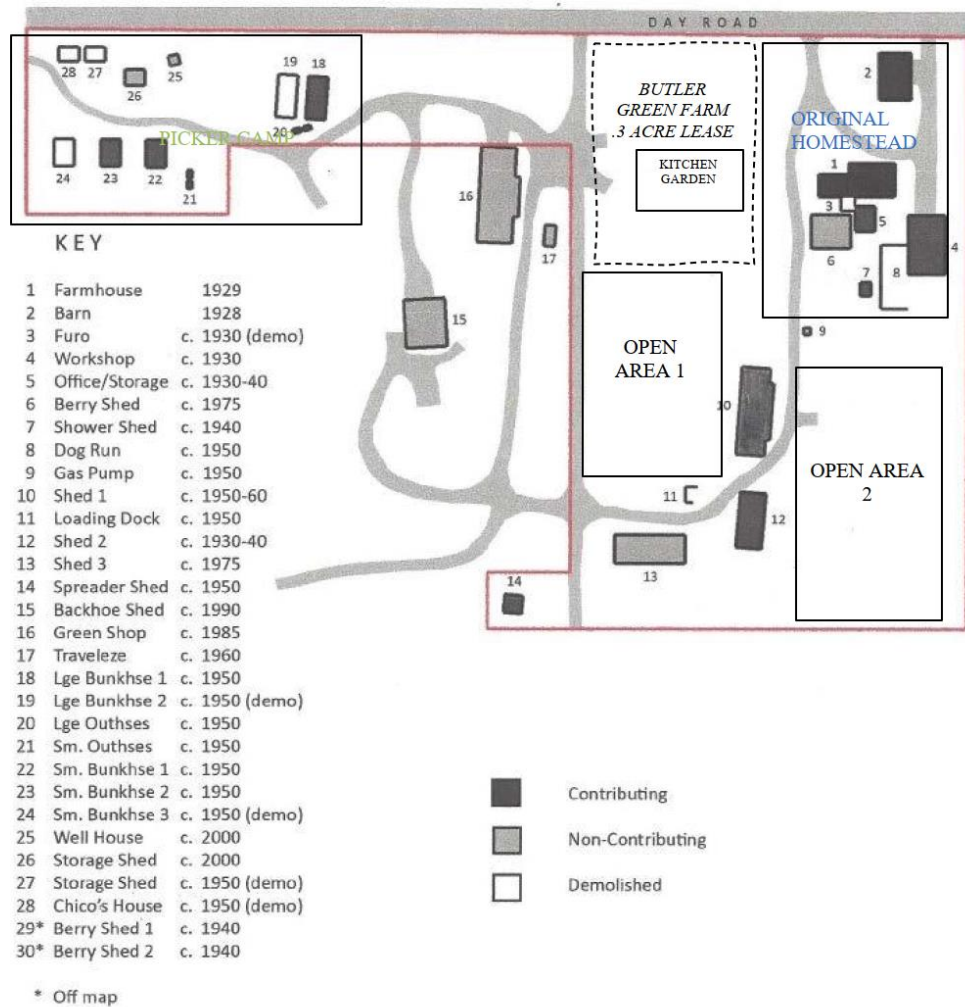


Figure 1. Map of the 5.5-acre Suyematsu Farm Historic Property (Sheridan Consulting Group, 2015)

As a bookend to the Bainbridge Island Japanese American Exclusion Memorial, our plans for site design and interpretation will feature historical events of regional and national significance as experienced by the Suyematsu Family surrounding World War II and Japanese American Exclusion, such as:

- December 7-8, 1941: Family experiences with Pearl Harbor Invasion & US Entering WWII.
- February 5, 1942: FBI Raids on Bainbridge Island Japanese households, Yasuji Suyematsu is arrested.
- February 19, 1942: Executive Order 9066 issued.
- March 24-30, 1942: Civilian Order #1 issued on Bainbridge Island, what it was like in the Suyematsu home with only six days to settle their affairs and pack only what they could carry.
- March 30, 1942: the spot where the United States Army Truck picked up the Suyematsu Family and brought them to Eagledale Dock, Yasuji Suyematsu is once again detained by the Justice Department. Rest of family departs for Manzanar Concentration Camp.

Farmhouse

Staged to reflect 1930-42 from height of Japanese American berry farming to onset of World War Two and Japanese American exclusion.

- (new) 1970's farmhouse addition will temporarily serve as SFLA's office and house the SFHP Library & Archives, used for research projects, academic studies, visiting scholars, and community-based education (until a future location on the site can be determined).

Barn

Rehabilitated to reflect early 20th century immigrant and pioneering experience on Bainbridge Island and will also serve as indoor classroom/meeting space.

- The barn will be used as an event space, as well as a place to install artifacts and photo history. The barn will need electricity to accommodate groups of school kids gathering with a protected place to sit.
- One goal is to be able to host Bon Odori in the late summer of 2028 to celebrate progress and harvest.
- Other events could be held allowing vendors a protected space in case of wet weather.
- A photo gallery with small artifacts could line the walls that tell the story of this place, and the people. No need to worry about muddy and dirty shoes.

First Nations Picker Camp

Key Dates: 1950-1990's

Themes: Origins and story of First Nations' migrant farm labor on Japanese American Berry Farms, story of Bainbridge Island's Indipino Community.

Use: Once seasonally occupied by First Nation families who migrated from British Columbia to pick berries, among others. To preserve the relationship of this labor force to the larger story of Suyematsu Farm. To help tell the history of Bainbridge Island's Indipino Community.

Picker Cabins

- The purpose of these picker cabins is to tell the story of the people who lived here - Where did they come from? How did they get to Bainbridge Island? How was life for them living and working on the farm?
- These would be reconstructed to as closely as possible depict what they were like when occupied by First Nations families.
- Signage would help tell the story and answer the questions above.
- Outlines on the ground would show the location of demolished cabins.
- The central area with a circle of tree stumps surrounding the campfire that served as the social gathering spot for the families who lived there.

Post-WWII Farm Structures

Key Dates: 1945-50's (Bainbridge Island Japanese Americans Returning Home, Rebuilding)
1980's-2012 (Rise of Organic, Local Food Movement)

Themes: Japanese Americans return to Bainbridge Island after World War II. Rise of the organic and local food movement

Use: Interpret post-World War II farming practices through the modern period.

Packing Shed

Site of original Japanese furo (bath), tracing shift of strawberry production from cannery to fresh market, sales at Pike Place Market, to its current use by farmers who worked under Akio Suyematsu.

Original Outbuildings & Historical Farm Equipment

Tracing history of traditional to modern agriculture in 20th century Puget Sound Region, from horsepower to machine power, and rise of modern organic food movement on Bainbridge Island.

Open Areas

Key Dates: 1928 until 2012

Themes: Domestic and commercial farmland

Use: Working farmland, educational gathering spaces, potential intern housing

Butler Green Farm (.3-acre COBI Lease within SFHP)

Working farmland on site of original Suyematsu family kitchen garden reflecting story arc of Suyematsu Farm's agricultural legacy.

Proposed BGFS-SFLA Classroom and Culinary Portables.

Used as indoor classroom and gathering spaces for educational, interpretative and community programs.

Staff & Intern Housing:

Possible on-site affordable housing for staff and interns will be crucial to attracting and keeping talented people involved with the historic property and operating the farm.

Landscaping

Key Dates: 1928 until 2012

Themes: Traditional domestic use (Kitchen Garden) and Japanese style ornamental gardens

Use: Clearing years of overgrowth to surrounding historic structures, and open spaces uncover the early working landscapes of the SFHP.

Suyematsu Kitchen Garden

Reclaim the boundaries of the Suyematsu Kitchen Garden, currently part of lease land by BGFS, and partnering with BGFS to raise vegetables that Mitsuo Suyematsu used to grow to feed her family pre and post WWII.

Japanese Styled Ornamental Garden

Reclaim the Japanese American styled ornamental gardens surrounding the farmhouse and barn kept by the Suyematsu Family.

Historic Preservation Standards

As noted, the SFHP was listed on the Bainbridge Island Historic Register in 2016 after the preparation of the *Suyematsu Farm Historic Structures Report & Feasibility Study* in 2015 (Study). The Study described the following overarching historic preservation management process within the context of COBI being a member of the Certified Local Government, which allows local communities to manage historic preservation locally with access to Department of Archaeology and Historic Preservation guidance as needed. In 2015, the Study described the management of the historic farm would occur as follows.

The [Bainbridge Island] Historic Preservation Commission would review the building restoration/rehabilitation and the construction of new buildings. It would also provide guidance for the interpretive program. The Bainbridge Island Historical Society [known as the Bainbridge Island History Museum] has demonstrated expertise in historical interpretation and education. Technical expertise in building restoration and rehabilitation would most likely be obtained through a contract with an experienced architect or builder. Given the number and range of activities and organizations potentially involved, close monitoring and coordination by the City of Bainbridge Island will be necessary for a successful project.

Since the completion of the Study two noteworthy events have occurred: COBI identified SFLA as managers of the SFHP and in 2024 the Bainbridge Island Historic Preservation Commission dissolved. COBI retains its certified local government status, without a team of knowledgeable historic preservation, architect and cultural resource commission members to review projects. The SFLA board includes multiple professional historians and an architectural historian and archaeologist that meet the Secretary of the Interior's Professional Qualifications. In the absence of the HPC, SFLA consulted with the Washington State Department of Archaeology and Historic Preservation's architectural historian to review noteworthy modifications to the property, including the roof replacement. This has been a voluntary review process SLFA has conducted to ensure historic preservation treatments are in keeping with the goal of long-term historic preservation, interpretation/education and programming at the SFHP.

The Bainbridge Island Municipal Code, Chapter 18.24.060 describes the review process for changes or alterations to buildings listed on the local historic register to include the following steps:

- The applicant shall notify the Historic Planning Commission of the application for a permit to alter, reconstruct, relocate, remodel, or restore. COBI is currently utilizing the Planning Commission for historic preservation approvals, in the absence of a Historic Preservation Commission.
- The Historic Preservation Commission (or Planning Commission) will meet with the applicant to review the proposal and issue a decision (including a certificate of appropriateness, if approved) within 45 days of the application.
- Reviews should be based on the Secretary of Interior's Standards for Rehabilitation, 37 CFR 67 The Historic Preservation Commission (or Planning Commission) will issue a decision in writing, including the findings of fact and basis of the decision, and any conditions of approval.
- The decision of the Historic Preservation Commission (or Planning Commission) and issuance of a certificate of appropriateness allows the COBI building official to issue a building permit for the proposed work.

SFLA complied with these procedures with the replacement of the roof of the Suyematsu Farmhouse. SFLA brought the roof project to the COBI Planning Commission on February 13, 2025 (in lieu of the Historic Preservation Commission), to present the color and type of shingle SFLA planned to use for the roof. A certificate of appropriateness was issued for the roof project by the Planning Commission on that same night, and a building permit was obtained.

In the absence of a Historic Preservation Commission consisting of qualified historians, architects, archaeologists and preservationists, SFLA seeks to ensure historic preservation standards are maintained for the SFHP through the following steps.

- Modifications to the buildings and structures on the farm will adhere to the Secretary of the Interior Guidelines for preservation, restoration, rehabilitation or reconstruction.
- SFLA seeks to annually review with the Department of Archaeology and Historic Preservation architectural historian, architect or Certified Local Government representative the planned construction and modifications to the buildings and structures and landscaping within the SFHP.
- SFLA seeks to create an advisory board of volunteer historians, architects, landscape architects and cultural resources professionals to help advise the planning for the future.
- SFLA has been actively reclaiming landscaped areas within the SFHP through brush removal and pruning. To aid in the holistic approach to the management of the property, as feasible, SFLA will conduct further research and documentation into its significance as a cultural landscape, which would include a historic landscape inventory.

Interpretation & Education

Drawing from the knowledge of Suyematsu family member's memories, Japanese American and Indipino community histories, EduCulture's history of interpreting the farm, farmer's understanding of farming and historical farm use patterns and historic preservation studies the SFLA will interpret the SFHP. SFLA will develop an interpretation and education plan focused on history, culture, and agriculture through the historical landscape and extant farmstead buildings and structures.

- Key Dates: 1900-1920's (Early Immigrant Experience, Pioneering Life on Bainbridge Island)
- 1930-41 (Early 20th Century Farming, Japanese American Strawberry Production)
- 1942-45 (World War II, Japanese American Exclusion)
- 1945-50's (Bainbridge Island Japanese Americans Returning Home, Rebuilding)
- 1980's-2000's (Rise of Organic, Local Food Movement)
- Themes: Immigrant experience, pioneering life on Bainbridge Island, 20th century farming, Japanese American strawberry farming, World War II Japanese Exclusion, Bainbridge Island Japanese return home after war, post-World War II rebuilding and rise of organic and local food movement.
- Uses: Entire SFHP would be used for interpretation

Interpretative & Educational Themes

- Integrating stewardship, scholarship, citizenship and sustainability
- Bridging centuries, bridging cultures, bridging communities
- Raising awareness, building knowledge and fostering engagement
- Examining an American farmer's journey from exclusion to inclusion
- A place to understand the past, experience the present, and contemplate the future
- The experience of connecting place and taste with where we live eat and learn
- Reclaiming our past to seed our future

Suyematsu Farm Story Arcs

- Interpretation, education, programming and building learning communities on the Suyematsu Farm Historic Property will attend to and integrate stories of:
- Suquamish territory and early communities on this island
- Early immigration experiences and life on Bainbridge Island
- Akio Suyematsu's life history and Suyematsu Family histories
- Japanese American farming experiences on Bainbridge Island
- Early 20th century Bainbridge Island as Strawberry Capital of Pacific Northwest
- Canadian First Nations Migrant Labor on Suyematsu Farm, Indipino origins & multicultural experiences on Bainbridge Island
- WWII, Japanese American Exclusion, direct impact on Suyematsus and others
- Traditional to Modern Small-Scale agriculture in Puget Sound Region
- Character and values of Bainbridge Island Community over time

Programming

The Suyematsu farm is the longest operating farm in Kitsap County, growing strawberries at first, and, in recent years, wine grapes and pumpkins, something any school-aged kid on Bainbridge will tell you.

Mary Woodward, 2013

SFLA will develop programming within the context of making the site welcoming to curious new visitors while sustaining active farming on the historic property and adjacent lands. The goal will be to develop programming based on the broad knowledge and experience SFLA has creating public educational programs for the site.

Key Dates: Same as Education/Interpretation

Themes: Same as Education/Interpretation

Uses: Same as Education/Interpretation

Programming Past and Future

SFLA has inherited EduCulture's interpretive, educational and programmatic legacy as educators in residence partners at Suyematsu Farms. Since 2007, Historic Suyematsu Farm has served as the primary outdoor classroom and base of operations for edible and heritage education programs led by EduCulture, who developed the educational architecture, school and community partnerships that transformed this iconic farm into a learning landscape that has served thousands of students, educators, and community members. EduCulture's edible and heritage programming brought an average of 2000 students to Suyematsu Farm each year.

Previous Suyematsu Farm Programming highlights and models include:

- Development of the educational architecture that transformed this historic farm into a center for edible and heritage education, along with creating farm to school partnerships that have made this community asset an outdoor classroom for thousands of students, educators, and community members.
- Collection & repository of Suyematsu Farm and Akio Suyematsu's historical archives, covering every decade of life on the farm.
- Partnerships with other island organizations and sites to transform Bainbridge Island into a living interpretive center for teaching and learning about the Japanese American experience for regional schools and community groups.
- Public Visitors Site for 70th Anniversary of March 30, 1942.
- Co-Host of 2015 Japanese American National Museum Annual Conference Bainbridge Island Site Visit.
- Bearing witness delegations to the former Manzanar concentration camp.
- Edible education field classes and professional development programs for Island teachers and students across elementary and secondary schools. .
- Neighboring Wilkes Elementary School [renamed ħaliic (Halilts) Elementary School] had a vibrant farm-school partnership with Suyematsu Farm integrated into their K-4 curriculum, with every class coming to the farm up to four times a year.
- Annual summer institutes for educators on farms, food and schooling.
- Partnership with Antioch University Seattle in a yearlong Leadership in Edible Education Certificate Program and Concentration.

SFLA will be building upon this foundational work in our planning for the Suyematsu Farm Historic Property. SFLA aims to reclaim and continue with the heritage education programming for youth and adults alike, along with special, annual community events.

Plan for the Future

SFLA's programs and learning communities will be aimed at meeting the interests and needs for formal and informal education in our region. Our center of learning will also be focused on training and mentoring the next generation of farmers, historic preservation specialists, cultural workers, historians, educators and organizational leaders to sustain the mission and vision of Suyematsu Farm for the next one hundred years.

- Public tours
- Field Classes - K-12
- Field Classes - post-secondary
- Field Classes - community based
- Internships & apprenticeships
- Workshops, institutes & symposia
- Annual Events
 - Akio Suyematsu Day, August 19
 - March 30, 1942 Day of Remembrance
 - Obon Festival
 - Suyematsu Family Day
 - First Nations Picker Families Day
 - Indigenous People's Day

SFLA plans to conduct and share regular evaluation and assessment of our progress, successes, and challenges.

Plan for Public Access

SFLA will develop a plan for welcoming and accommodating public visitors to SFHP. This plan will address parking (vehicles, bikes), pedestrian flow, and crowd management. SFLA will work with COBI staff to review a public use plan that will provide a safe, inclusive access in accordance with American Disabilities Act requirements for the site. SFLA will work with farmers on Suyematsu Farm and the neighborhood surrounding the Bainbridge Island Agricultural District to develop traffic, events and parking plans.

Upon completion of the Suyematsu Farmhouse rehabilitation, the building will have a functioning bathroom. This bathroom will be used by SFLA staff and volunteers. Public bathrooms for visitors will be situated in key locations throughout the site and ADA accessible.

III. Capacity Building

SFLA has established a successful track record of identifying sources of funding supporting the budget to complete the first stage of major repairs to the Suyematsu farmhouse. Working with a set of contractors, a work plan and estimated budget of \$180,000 was established to bring the farmhouse to a state of occupancy.

Farmhouse Repair Project Funding Campaign Nov. 24, 2024 – Aug. 25, 2025

COBI Grant	\$ 60,000
WA State Local Community Project Grant	\$124,000
Suquamish Tribe Appendix X Fund	\$ 5,000
Bainbridge Community Foundation	\$ 13,000
	\$202,000 Raised

Lessons from 2023-25

SFLA has developed a model for funding and repairing the farmhouse that we plan to apply to the series of historic preservation projects that will follow.

- Research to map out a blueprint plan
- Identify local architects, contractors, specialists
- Capital funding campaign with local, state, tribal, foundation, business and other community stakeholders

Our Board of Directors has discovered that many funders and contractors want to support this restoration and preservation work. SFLA is working to create a diversity of involvement and skills needed to address the status of the more than twenty-five historic structures.

Having met the initial fundraising goals for the farmhouse project, SFLA has begun capacity building for the next series of historic preservation and organizational development leading towards the 2028 Centennial. This includes

Canadian First Nations Picker Camp Project	\$200K est. budget for restoration of 3 original picker cabins	\$200K Rotary Huney Grant Application in Process
Original Homestead Project	\$400K est. budget for restoration of Farmhouse \$250K est. budget for restoration of barn	
SFLA Website	Design & Development	\$3K Kitsap Community Grant Application in Process

Administration & Operations

SFLA's all-volunteer Board of Directors has been able to employ the collective skill sets towards managing the various tasks involved with the short-term goal of repairing and gaining occupancy to the Suyematsu Farmhouse.

Operational and Administrative Funding Campaign Nov. 24, 2024 – Aug. 25, 2025

One Call for All: featured agency for the 24-25 campaign	
Kitsap Great Give	
Individual Donors/Donor advised funds	
Total to date	\$14,000 Raised

Along the way, numerous professionals have contributed their services focused on the current Farmhouse repair project. They include former Fairbank Construction Project Manager Jason Moses and Architect Charlie Wenzlau.

SFLA will be ramping up operations and raising the funds to hire professional staff to manage major functions of our operations under the supervision of our governing board.

These positions could include:

- Historic Preservation Project Manager
- Director of Interpretation & Curation
- Director of Education & Programming
- Landscape Architect & Japanese American Garden Consultant
- Resident Historian & Archivist
- Administrative Assistant
- Grants Manager

Communications

- SFLA is in the process of developing a new multimedia, archival website to tell the story of the SFHP, the Suyematsu Family and Akio Suyematsu, as a resource for visitors.
- Maintaining a social media presence
- Local and regional media coverage has also contributed to our capacity building efforts, including:
 - Bainbridge Island Senior Center Podcast, Fall 2024
 - Bainbridge Island Review articles
 - One Call for All, featured story Fall 2024 Supplement
 - Tidelands, Fall 2025 feature article

Community & Cultural Collaborations and Partnerships. SFLA would like the farm to be seen as:

- A hub of support and guidance for local farmers.
- Fostering strong working relationships focused on honoring the legacy of Akio Suyematsu and the Suyematsu Family Farm.
- A safe, welcoming, inclusive place of belonging.
- A source of education & culturally relevant programming
- A community partner (i.e. BSD, BIJAEMA, BI History Museum)
- A desirable place for investment & development

Future Funding and Revenue Channels

Funding for future SFLA operations and historic preservation projects will come from a broad array of foundations and donors. The Suyematsu Farm Historic Property is eligible for various state and national historic preservation grants and community engagement/education grants. The number of grants the property is eligible for will broaden with listing it on the National Register of Historic Places. SFLA aims to leverage COBI ownership of the property to apply for Certified Local Government grants to underwrite our historic preservation efforts.

IV. Historic Preservation Project Planning Table

Structure, land area or significant item	Purpose/General Comments/Key Dates	Phase 1 2024-25	Phase 2 2026-2028	Phase 3 2029-2040
Original Farmhouse – Progress and general comments Progress to date: Conducted building inspections to evaluate and determine repairs and rehabilitation required on the Farmhouse including foundation, roof, mold issues, electrical, plumbing and HVAC. Established proposals on rehabilitation of House from licensed contractors that include a cost breakdown of materials, supplies and labor. Completed fundraising based on Contractor Cost Breakdown for House. Hired contractors. Replaced Roof, Repaired Chimney. General comments Evaluate and repair the foundation; rehabilitate deteriorated character defining features; repair roof and address mold issues; install new electrical, plumbing, and HVAC. Schedule building inspections to evaluate and determine repairs and rehabilitation required on the House including foundation, roof, mold issues, electrical, plumbing and HVAC. Solicit proposals on rehabilitation of House from licensed contractors that include a cost breakdown of materials, supplies and labor. (Projected cost: \$180K) Start fundraising based on Contractor Cost Breakdown for House Hire contractors Landscaping begun				
Original Farmhouse details (1) 1929-42 \$180K for Repair & Occupancy \$ 400K for Restoration & Reconstruction \$180 secured Farmhouse Repairs Begun Expected Occupancy in 2026	Model of pre-WWII Suyematsu Family Home to use with all programming		Landscaping cont. Repairs completed Occupancy Restoration Reconstruction	

Barn (2) General comments 1928-42				
The BARN will be used as an event space, as well as a place to install artifacts and a photo history. The BARN will need electricity as there could be groups of school kids gathering with a protected place to sit. One goal is to be able to host Bon Odori in the late summer of 2028 as a way to celebrate our progress and the harvest. Other events could be held allowing vendors a space that is dry in case of wet weather. A photo gallery with small artifacts could line the walls to tell the story of this place, and the people. Muddy and wet shoes won't be a problem.				
Barn (2) details 1928-42	Landscaping begun			
\$250K for Restoration and Construction	Continue landscaping Stabilization Exterior Restoration Interior Reconstruction & Remodel			
Listed on WA State Historic Registry				
Picker Camp 1950s-90s General comments (Historic Structures 18-24, 27, 28)				
Established future use of Picker Cabins (3 structures) to determine visitor safety including replacement of foundation, floor structure, lateral design for walls and roof structure, repair chimneys, salvage doors and windows if possible or replace with like. Remove the exterior deck. Install signage and exhibits. Solicited proposals from a local architect and contractor.				
Large Bunkhouse 2 (19)	c.1950	Interpretive	TBD	
Demolished				
Lg Outhouses (20) C.1950				
There are two outhouses that could be moved closer to the bunkhouses. Since we probably need an actual functioning porta-potty, one contractor suggested we create a replica of one of the outhouses to disguise the functioning porta potty inside. Potential partnering opportunity with BI High School to work with their construction students on this project.				
Small Outhouses (21)	c.1950	TBD		
Small Bunkhouse 1 & 2 (22&23) c.1950 Reconstruction \$100,000				
The purpose of these two structures is to tell the story of the people who lived here, where they came from, how they got here and how they lived. These would be reconstructed to depict as closely as possible – what they were like. Unpainted, uninsulated, made from salvaged items (wood, windows, 2 nd hand furniture from the Rotary Auction and Rummage Sale). One would be furnished. The other, for appearance. Signage would help tell the story and answer the questions above. There could be outlines on the ground to show the location of the missing cabins, with the central area with a circle of tree stumps surrounding the campfire that served as the social gathering spot for the families who lived there.				
Large Workshop (4) C.1930-42	Interpretative Programming	Landscaping has begun	Landscaping Repair Cleaning & Organization	TBD
Contents Inventoried, 2016				
Office- Storage Shed (5) 1930-42	Interpretative	Landscaping has begun	Landscaping Repair Cleaning & Organization	TBD
Contents Inventoried, 2016				

Shed 2 (12) 1930-42	Interpretative Lg Equipment Display		Stabilization	TBD
Western Sheds (29 & 30) 1940s-Present	Interpretative Active Farming		Stabilization	TBD
Farmhouse Gardens	Interpretative	Landscaping has begun	Landscaping Cont.	TBD
Small Bunkhouse 3 (24) Demolished	c.1950			TBD
Storage Shed (27) Demolished	c.1950	Interpretive		TBD
Chico's House (28) Demolished	c.1950	Interpretive		TBD

Farm Related Structures 1950s-Present

Structure, land area or significant item	Purpose/General Comments/Key Dates	Phase 1 2024-25	Phase 2 2026-2028	Phase 3 2029-2040
Farm Related Structures 1950s-Present (Historic Structures 6, 8-11, 13-17)	Post-WWII		Goals for 2028 Centennial TBD	Goals for post-2028 TBD
Berry Packing Shed (6) Site of former Furo	c. 1975-Present	Interpretative Active Farming		TBD
Dog Run (8)	c. 1950	TBD		TBD
Gas Pump (9)	c. 1950?-?	Interpretative	TBD	TBD
Shed 1 (10)	c. 1950-60	Interpretative Lg Equipment Display		TBD
Loading Dock (11)	c. 1950	Interpretative		TBD
Shed 3 (13)	c. 1975-Present	Interpretative Active Farming		TBD
Spreader Shed (14)	c. 1950	Interpretative TBD		TBD
Backhoe Shed (15) Linked with former composting operation	c. 1990	Interpretative TBD		TBD
Lg. Green Workshop (16) Built with Reparation Funds	c. late 1980s	Active Farming		TBD
Travelese (17)	c. 1960	TBD		TBD
Farmhouse Addition (1) Part of Farmhouse Repair Project, 180K Funding Secured Potential reconstruction of 1970s family living room	c. 1970's	Temporary office, library, archive	Repair & Occupancy Potential planning for future use	

Open Area 1

Structure, land area or significant item	Purpose/General comments/key dates	Phase 1 2024-25	Phase 2 2026-2028	Phase 3 2029-2040
Suyematsu Kitchen Garden Kitchen Garden within Butler Green Farm (BGFS) Lease Maintained in Partnership with BGFS	Model Traditional Pre & Post WWII Suyematsu Family Kitchen Garden 1950s-80s		Reconstruction Design Annual Planning Program Development	Implementation
Butler Green Farm .3 acre lease Operated by BGF	Active Farming BGFS Site n/a		n/a	n/a
Display of Large Farm Equipment Existing Equipment on Site	Model arc of farming technology STEM education 1950s-		Landscaping Clean-up, Organize, Cover Current Equipment	TBD

Other

(proposed) Butler Greens Farm School (BGFS)-SFLA Classroom and Culinary Portables Funded, Installed, Operated by BGFS	Usage by Butler Green Farm School Usage by SFLA n/a		Landscaping Site Prep & Installation	n/a
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APPENDICES

Appendix A:
About Suyematsu Farm Historic Property

Appendix A: About Suyematsu Farm Historic Property

History

- Founded in 1928, the forty acres of Suyematsu Farm on Bainbridge Island, WA, is one of the oldest, continuously farmed working landscapes in the region, the largest production farm on Bainbridge Island, and a unique private-public partnership.
- Yasuji and Mitsuo Suyematsu, immigrants from Japan began farming and raising a family on Bainbridge Island in 1919, purchasing this property under the name of their eldest, eight-year-old son Akio, to work around state and federal alien land laws at the time.
- The Suyematsu's joined the Winslow Berry Growers Association, a collective of Japanese immigrant farmers, whose prolific production of Marshall Strawberries made Bainbridge Island reign as the strawberry capital of WA state during the 1930s-1942.
- All seven Suyematsu children were born, raised and educated on Bainbridge Island.
- The Suyematsu's cleared land and farmed berries on this property until March 1942, when they and the rest of the Island's Japanese American community were forcibly removed by the United States Army under Executive Order 9066. They lost their freedom and control of their farm and were relocated to concentration camps in California and Idaho until WWII ended.
- In 1945, when the Suyematsu's were allowed to return to Bainbridge Island, they found their house and property had been looted and berry farm unattended. Having to start over, the Suyematsu's eventually reclaimed their strawberry production, and Akio Suyematsu was elected Kitsap County Farmer of the Year in 1958.
- For five decades, the Farm's Picker Camp was occupied by a set of First Nation families who migrated seasonally from British Columbia to pick berries, part of a larger history of Indigenous and Indipino labor forces that propelled the Island's early strawberry industry.
- In the 1970's, Akio Suyematsu sold part of the farm to Gerard and JoAnn Bentryn who started a grape vineyard and winery.
- In the 1980s-2000's, Akio helped raise the next generation of farmers - Karen Selvar, Betsey Wittick, Mike Paulsen and Brian MacWhorter- allowing them to buy and lease some of this farmland. Today, these are the master farmers operating this working landscape keeping Akio's agricultural legacy alive.
- In 2000, Akio Suyematsu sold his last 15 acres to COBI to keep it as public farmland.
- By early 2011, five generations of farmers worked at Suyematsu Farm.
- Akio Suyematsu farmed his land up to his passing at age 90 in 2012.
- Akio Suyematsu was the last of the early Japanese American farmers in our region.
- In 2012, COBI City Council officially proclaimed August 19 as "Akio Suyematsu Day" to honor this local legend.
- Presently half of the forty-acre property remains privately owned and half is publicly owned by the City of Bainbridge Island, including the Historic Property.
- Today, Suyematsu Farm is the hub of Bainbridge Island's farming community, and a treasured and iconic agricultural asset. It is a place which is keeping alive the heritage of our food community, finding some of the last true tastes of Bainbridge Island.
- In 2028, Suyematsu Farm will celebrate its Centennial. Only 1% of farms remaining in WA State have reached that longevity.

Suyematsu Farm Historic Property

- In 2016, the Historic Preservation Commission of COBI redesignated 5.5-acres encompassing most historic structures within the original homestead and picker camp, as the first ever, Historic Preservation District on Bainbridge Island. This portion of the larger farm is now known as the Suyematsu Farm Historic Property. (SFHP).

- Due to deferred maintenance and deterioration between 2016-2023, most of the historic structures on SFHP had entered an endangered state, leading COBI in 2020 to declare the farmhouse un-occupiable and closing the historic site to the public.
- In Fall 2023, COBI Council voted to remove SFHP from the previous manager's oversight and returned full authority to COBI.
- In November 2024, the Suyematsu Farm Legacy Alliance (SFLA) entered into a one-year agreement with the City of Bainbridge Island to operate and manage the Suyematsu Farm Historic Property, to accomplish the first major goal and priority of conducting major repairs to the original farmhouse to bring building back to a state of occupancy. SFLA is also conducting a major landscaping project to clean up and clear out years of overgrowth and invasive plants around the 5.5-acre SFHP. This work will be completed in 2026.
- In the interim, SFLA is working with COBI on 15–30-year agreement to go into effect in late 2025.
- The next three-year phase of work on the Suyematsu Farm Historic Property involves saving, restoring and revitalizing to its historic periods of significance and making it accessible to the public in time for its 100th anniversary, giving tremendous benefit to the community as a center of active farming, interpretation and education for the century that follows.

Community Asset

- The Suyematsu Farm Historic Property is a publicly owned community asset, belonging to the citizens of Bainbridge Island. The five acres of the SFHP include the original Suyematsu family homestead built and occupied by the Suyematsu Family for almost eight decades.
- Suyematsu Farm Historic Property is a unique, iconic, and living community asset, and established historic and cultural site.
- This working landscape is part of our community commons.
- It is last of the original Japanese American Farms in our region.
- Since the period of Japanese American Exclusion, Suyematsu Family Farm has become one of the most inclusive places on Bainbridge Island and a living bookend to the Bainbridge Island Japanese American Memorial, where you can bear witness to a century of Japanese American history and heritage.
- The story of the Suyematsu Family and Farm represents and reflects the story of Bainbridge Island and the larger American experience of 20th century.
- There is a century of significant agricultural, historical, ethnic, cultural and community stories this farm is helping to keep alive:
 - Early immigrant experience & pioneer life on Bainbridge
 - Long historical arc of traditional to modern agricultural
 - Bainbridge Island's reign and demise as strawberry capital
 - History & experience of Bainbridge Island's Japanese American Community
 - WWII & Japanese American Exclusion
 - Seasonal labor and heritage of First Nations families
 - Leader in local sustainable, organic farm movement
 - Diverse generations of master farmers and farmers in training
 - Bainbridge Island's agricultural hub
 - Most continuously farmed property in our region
 - Largest production farm in Kitsap County

There are few living, public, heritage farm sites in the United States, like Suyematsu Farm, that carry a century of history and tradition and continuum of active farming, supported with the power of interpretation, education, and programing.

Appendix B:
About Suyematsu Farm Legacy Alliance and Governing Board of
Directors

Appendix B: Suyematsu Farm Legacy Alliance & Governing Board of Directors

Suyematsu Farm Legacy Alliance (SFLA) is dedicated to preserving and enhancing the living legacy and heritage of Akio Suyematsu and his family's original farm as a community asset involving a center of active farming, interpretation and education.

- The current work of SFLA is the culmination of a three-year journey, beginning in Fall 2022, when a coalition of stakeholder groups came together out of deep concern to address the endangered state of the Suyematsu Farm Historic Property, and to challenge a proposal to re-develop rather than preserve the original family homestead as a community asset.
- This coalition consisted of Suyematsu & Bentryn Family Farmers Guild, Suyematsu Family, Bainbridge Island Japanese American Community (BIJAC), Indipino Community of Bainbridge Island & Vicinity, Bainbridge Preservation Community, and EduCulture & Only What We Can Carry Project (OWWCC).
- In 2023, this coalition formed the Suyematsu Farm Legacy Alliance, with the goal of preserving and maintaining the living history of Suyematsu Family Farm & the agricultural & educational legacy of Akio Suyematsu.
- SFLA advocated that COBI stop development plans and remove the current property manager. In Fall 2023, COBI Council voted to remove the previous property manager from oversight of SFHP and returning full authority to COBI.
- Soon after, COBI invited SFLA to make a proposal to oversee and manage the SFHP, which was accepted. Throughout 2024, SFLA worked on management agreement with COBI.
- At the end of 2023, SFLA formally merged with EduCulture, leveraging the non-profit's organizational track record, and sixteen-year history on Suyematsu Farm, to more sharply focus on saving and preserving Suyematsu Farm as a community asset.
- The Suyematsu Farm Legacy Alliance is currently operating as registered DBA of Global Source Education, a 501c3 non-profit, professional learning organization since 1999. From 2006-2023, Global Source Education operated under the DBA of EduCulture and Only What We Can Carry Project.
- In November 2024, the Suyematsu Farm Legacy Alliance (SFLA) entered a one-year agreement with the City of Bainbridge Island to operate and manage the Suyematsu Farm Historic Property, with the collective goal of creating a long-term agreement in 2025 for the next fifteen to thirty years.
- SFLA is committed to cultivating strong working relationships focused on honoring the legacy of the historic Suyematsu Farm. To help us achieve our goals, we are guided by Akio's principles and traditions of "clean living" for generations to come.
- Akio Suyematsu's legacy as a life-long Bainbridge Island resident and master farmer is a symbol of perseverance, integrity, dignity, stewardship, sustainability and citizenship. SFLA is applying Akio's values and ethics towards efforts to save and preserve his family farmstead.
- SFLA is working towards this community landmark realizing its full potential as a cultural, interpretive, and educational center for the history, culture and heritage of Akio Suyematsu, the Suyematsu Family, the Island's larger agricultural heritage, and Japanese American and Indipino experiences on Bainbridge Island.

SFLA Governing Board of Directors

Gina Corpuz, Vice-President	- Professional Educator - Cultural & Cross-Cultural Leadership - Community Building and organizing - Grant writing skills & experience - Bainbridge Island heritage - Indipino heritage & legacy on Suyematsu Farm	Gina Corpuz is the daughter of Evelyn Williams, Squamish Nation and Anacleto Corpuz, Philippines. Her father was co-founder of the Bainbridge Island 1930s Filipino Growers Association, the Filipino American Community of Bainbridge Island and one of five Filipino farmers who purchased the Filipino American Hall and produce station adjacent to what is now known as Strawberry Hill Park. She and her five sisters grew up on a 20-acre raspberry farm on New Brooklyn Road where her father maintained bunkhouses to accommodate his berry pickers from various tribal nations. She holds an Antioch University BA degree in Ethnic Studies and a Masters in Education, Curriculum and Instruction with a concentration in Multicultural Studies from the University of Washington. Gina is the Executive Producer of the award-winning documentary "Honor Thy Mother: The Untold Story of Aboriginal Women and Their Indipino Children."
Katy Curtis	- Multicultural & Cross-Cultural leadership - Educational design, production & leadership - Race equity, diversity & inclusion facilitator - Mediation & conflict resolution skills - Bainbridge Island community historian	Katy Curtis is a community-centered, creative and equity-minded educator. She has experience in community engagement, conflict resolution and educational programming. Katy is a collaborative leader who is excited to inspire inclusive solutions to complex community challenges. As Education Outreach Manager for fifteen years at the BI History Museum, and through her educational initiatives, she has managed volunteers, built community support, and created learning programming for all ages and backgrounds. Katy has served our community by passionately sharing and preserving local history. She is Co-Director of the OWWCC Project. Katy is the current Vice-President of the Bainbridge Island Japanese American Community (BIJAC).
Jonathan Garfunkel, Treasurer	- Resident educator, historian, archivist, program organizer at Suyematsu Farm - Professional educator - Educational design, production & leadership - Community building & organizing - Program planning skills & leadership - Organization management & leadership - Non-Profit / organization administration	Since 1988, Jonathan Garfunkel, M.A.Ed., has worked across the landscape of K-12, post-secondary & community-based education, teaching students & educators, curating curriculum, leading field programs, producing educational initiatives, and directing learning organizations. Residential educator, historian, archivist, and program coordinator at Suyematsu Farm since 2007. Past work includes: Founder & managing director of EduCulture and Co-Director of the Only What We Can Carry Project; Adjunct Faculty, Antioch University Seattle; Founder & director of country's first accredited Leadership in Edible Education Certificate Program & Concentration. Recipient of Kitsap County Council for Human Rights Wall of Fame Award.
Megan Luce	- Environmental planner - Suyematsu Farm's agricultural legacy - Secretary of the Interior-qualified archaeologist - Historic preservation skills & leadership - Local historic preservation experience - Preservation funding skills & leadership	Megan Luce is a Registered Professional Archaeologist and AICP-certified environmental planner with extensive experience in grant and proposal writing, as well as with site surveys and assessments of historic and archaeological resources, including resources listed on the local, state, and national levels. She served as co-chair of the Bainbridge Historic Preservation Commission from 2018-2020, and as a Commissioner on the City of Tacoma Landmarks Preservation Commission from 2008-2014. In 2018, she participated in a community grant-writing effort to seek funding for the Suyematsu pole barn, which was unfortunately unsuccessful due to the level of repairs required.

Brian MacWhorter	■ Master Farmer on Suyematsu Farm ■ Agricultural oversight ■ Farm management skills & leadership ■ Suyematsu Farm's agricultural legacy	Brian was raised on a small biodynamic farm in Bucks Co, PA. He served his country as a USAF Medic during the Vietnam War, then earned a B.S. in biology and secondary education from University of Oregon. Forty years ago, Brian relocated to Bainbridge Island and has been growing food for our community ever since. Akio Suyematsu became his most cherished farm mentor, earning Akio's respect as a farmer and good steward of the land, and being invited to farm alongside him on Suyematsu Farm. Brian founded Butler Green Organics, which has a thriving CSA program at Morales Farm, BI Farmer's Market Stand, and contracts with local restaurants. For eighteen years, he has also managed Middlefield Farm on Wyatt Avenue for Town & Country Markets. Brian has been on BI Farmer's Market Board for 36 years, and serves as President of the SBFF Guild, member of the Grange, Rural Bainbridge, Kitsap Farm Mentor Program, and farm partner of Educulture. Brian established the Butler Green Farm School SPC on Bainbridge Island to honor his promise to Akio and teach the next generation of young farmers.
Marcia Montgomery	■ Historian/architectural historian meeting the Secretary of the Interior's professional standards ■ Conducted first formal report on the historic structures on Suyematsu Farm ■ Local historic preservation experience ■ -Historic preservation skills & leadership ■ -Preservation project management skills & leadership	Marcia Montgomery has a B.A. in history from Lewis and Clark College and an M.A. in Public History from Washington State University. Since 1996 Marcia has worked as an architectural historian for consulting firms in Washington. She has managed historic preservation projects for compliance with national, state, and local historic preservation regulations and has extensive experience documenting the historical significance of buildings and structures. On Bainbridge Island, Marcia has completed historic property studies including co-authoring the Suyematsu Farm Historic Structures Report and Feasibility Study and the Inventory of Japanese, Filipino and Indipino Farms on Bainbridge Island. She served on the Bainbridge Island Historic Preservation Commission.
Vern Nakata	■ Cultural & cross-cultural leadership ■ Bainbridge Island heritage ■ Food & farm community advocacy ■ Food business skills & leadership ■ Japanese American heritage & legacy of Suyematsu Farm	Vern Nakata is a life-long resident of Bainbridge Island. His first job as a teenager was picking strawberries for Art & Nob Koura. Vern has been employed with Town & Country Markets for forty-five years...embracing "Food People Love." He was educated by the Bainbridge Island School District, Olympic College, and Seattle University. Vern enjoys volunteerism with the Bainbridge Island Japanese American Community, Bainbridge Island History Museum, local private and public schools, and EduCulture. Vern has strong connections with the Bainbridge Island community and beyond.
Carol Reitz, Secretary	■ Cultural & cross-cultural leadership ■ Program planning skills and leadership ■ Non-Profit / organization administration ■ Japanese American heritage & legacy of Suyematsu Farm	Carol Reitz holds an MBA with an emphasis in finance. She was a management consultant with Weyerhaeuser, focusing on team development, project planning, career development, and human resource recruiting process development. As a member of the Rotary Club of Bainbridge Island, she served as the Chair of the 2023 Auction and Rummage Sale - which grossed over \$825,000. Carol is the current President of the Bainbridge Island Japanese American Community.
Brian Shibayama, President	■ Suyematsu Family history & continuity ■ Japanese American heritage ■ Property management skills & leadership	Brian Shibayama's grandparents founded Suyematsu Farm. His other grandparents also emigrated to Bainbridge Island, and both of his parents grew up on the Island. He is the nephew of Akio Suyematsu, and son of Eiko Suyematsu Shibayama, the last living Nisei sibling. Brian graduated from Western Washington University in Bellingham with a degree

	■ Suyematsu Family and farm legacy	in English. He is owner/manager of real estate rental property in Edmonds, WA.
Dean Shibayama	■ Suyematsu Family history & continuity ■ Japanese American heritage ■ Suyematsu Family and farm legacy	Dean's parents were Eiko Suyematsu and Zenji Shibayama, both of Bainbridge Island. Akio was his uncle. In the past, he helped sell Suyematsu berries at Pike place market during the summers, filling in for younger brother Karl after he moved on to other things. Eiko also was there much of the time, while Karen and her dad Warren were usually the ones bringing the berries into Seattle. There wasn't a lot of money in it, but it was a memorable and meaningful experience. Dean graduated from the University of Washington and earned a BS in applied math. He worked at Bank of America as a small business loan analyst until they closed the regional center.
Betsey Wittick	■ Master Farmer on Suyematsu Farm ■ Agricultural oversight ■ Farm Management skills & leadership ■ Suyematsu Farm's agricultural legacy	Betsey Wittick holds a B.S. in Plant Science and Ecology from Rutgers University, and M.S. in Horticulture from Cornell University. She moved to Bainbridge Is in 1984 where she learned about the Japanese American experience while working at Junkoh Harui's nursery. In 1988, Betsey began growing wine grapes for BI Winery on the historic Suyematsu Farm. She also started her own organic vegetable farm, Laughing Crow Farm. Akio Suyematsu became one of her mentors. Betsey has been involved in numerous efforts to preserve the environment and keep farming viable on the Island, including Rural Bainbridge Island, Bainbridge Island Grange, BI Farmers Market, Friends of the Farms, Friends of the Ravine, Land Use Transition Advisory Committee and EduCulture. She continues to farm and train the next generation of farmers through a cooperative educational program including WSU and other local farmers. She has lived on the Suyematsu Farmland for over 32 years. Betsey is a founding member of the Suyematsu & Bentryn Family Farmers Guild.

Appendix C:
About SFLA Organization and Management/Partners and Collaborators

Appendix C: SFLA Organization & Management

Suyematsu Farm Legacy Alliance (SFLA) is uniquely qualified to preserve, manage and operate the Suyematsu Farm Historic Property (SFHP). SFLA is dedicated to the legacy and preservation of this historic place and completely aligned and prepared to assume full responsibility for this historic community asset.

SFLA is prepared to enter into an agreement with the City of Bainbridge Island to manage and oversee the 5.5-acre Suyematsu Farm Historic Property for the next fifteen to thirty years. We understand and accept that an agreement between COBI and SFLA would place full agency, authority, accountability and liability with SFLA to care for, tend to, and shepherd the SFHP.

Suyematsu Farm Legacy Alliance is registered DBA/trade name of Global Source Education, a registered non-profit corporation in the state of Washington and 501(c)3 non-profit organization since 1999.

- Physical Address: 9227 & 9229 Day Road East, Bainbridge Island, WA 98110
- Current Office: 8989 Day Road East, Bainbridge Island, WA 98110
- Mailing Address: PO Box 11316, Bainbridge Island, WA 98110
- Website: SuyematsuFarmLegacyAlliance.org
- Email: SFLA@EducultureProject.org
- Phone: 206-780-5797
- Federal ID# 91-1995502
- WA State UBI: 601967470
- Latest WA State Corp, Business & Charities Reports Filed July 2025
- Latest 990 submitted July 2025
- Checking & Savings Account with HomeStreet Bank
- Credit Card with Elan Financial Services

Current Insurance Coverage Summary

Policy through Philadelphia Insurance effective through June 8, 2026.

- Commercial Liability Coverage:
 - \$1,000,000 Bodily Injury & Property Damage - Each Occurrence Limit
 - \$2,000,000 General Aggregate Limit
 - \$1,000,000 Personal & Advertising Injury
 - \$100,000 Damage to Premises Rented to You
 - \$5,000 Medical Expense Limit - Any One Person
 - \$2,000,000 Products & Completed Operations Aggregate Limit
- Automobile Liability Coverage:
 - \$1,000,000 Combined Single Limit
- Professional Liability Coverage: Human Services Non-Profit Org.
 - \$1,000,000 Each Professional Incident Limit
 - \$2,000,000 Aggregate Limit
- Directors and Officers Liability Coverage:
 - \$1,000,000 Aggregate Limit

SFLA Management & Oversight

- SFLA currently operates under the leadership and administration of an all-volunteer governing Board of Directors.
- The Alliance seeks to restore and preserve the farm through reliance on our collective expertise and existing associations in the community.
- The Board of Directors have been able to employ their collective skills towards arranging and managing the various tasks involved with the short-term agreement and that will be carried into a long-term agreement.
- SFLA's approach to successful property management will focus on the unique cultural identity and historical significance of the land, taking into consideration existing structures and the surrounding landscape of active farming.
- SFLA is a resourceful, consultative group who collectively bring localized expertise in farming, family and farm history, cultural competency, community relevance, historic preservation, architectural project management, education, and programming.
- Our governing board and team of advisors are intimately familiar with every aspect of the property.
- A full assessment of existing structures in an agricultural context, determining the feasibility of restoration and preservation and maintenance of the buildings will be conducted.
- The governing board will use an integrated management model that aligns more closely with Akio Suyematsu's principles about farming and beliefs about farmland.
- This type of management approach will convey the living history of the Suyematsu Farm Historic Property with a focus on restoring buildings of historic and cultural value.
- The main objective of SFLA in their oversight and management is to ensure the continuity, significance, sustainability and success of this sacred place well into this century. Our role is to harness the living history and heritage of this farm to anchor this place for future generations to access.

Arenas for Oversight, Management, and Staffing

- Historic Preservation Projects
- Property & Facilities Management
- Archivist & Curation
- Education, Interpretation, Programming
- Development & Finance
- Communications & Marketing

Intended Oversight, Management and Staffing Structure

- Governing Board
- Advisory Board
- Managing Director
- Staff
- Consultants/Specialists
- Community Partners
 - Interns and Apprentices
 - Docents and Volunteers

The SFLA Board will serve as the management team for the initial phase of operation, assessment and development. In taking on the complexity of projects and programs in development for the Centennial, SFLA will be ramping up operations and raising the funds to hire professional staff to manage major functions of our operations under the supervision of our governing board.

These positions could include:

- Historic Preservation Project Manager
- Director of Interpretation & Curation
- Director of Education & Programming
- Landscape Architect & Japanese American Garden Consultant
- Resident Historian & Archivist
- Administrative Assistant
- Grants Manager

SFLA Partners and Collaborators

Suyematsu Farm Legacy Alliance is committed to cultivating strong working relationships focused on honoring the legacy of the Suyematsu Farm Historic Property.

Partnership with Farmers & Active Farming within SFHP (equipment sheds, packing shed, large green workshop)

Partnership with Butler Green Farm School (.3-acre lease, shared classroom space, complementary/supplementary programming)

Suyematsu & Bentryn Family Farmers Guild: *Agricultural Legacy / Active Farming*

The Suyematsu Family: *Family Legacy/ Family History & Continuity*

Bainbridge Island Japanese American Community: *Community Legacy / Cultural & Historical Relevance*

Indipino Community of Bainbridge Island and Vicinity: *Community Legacy / Cultural & Historical Relevance*

Bainbridge Preservation Community: *Preservation Legacy / Preservation Standards, Architectural Expertise, Project Management*

Appendix D:
Suyematsu Farm Historic Structures Report and Feasibility Study
(Sheridan Consulting Group, 2015)

Suyematsu Farm Historic Structure Report and Feasibility Study



Suyematsu Farm circa 1940

(courtesy of Educulture)

Prepared For:
City of Bainbridge Island
280 Madison Avenue N.
Bainbridge Island, WA 98110

Prepared By:
Sheridan Consulting Group
Seattle, WA

August 2015

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Acknowledgements

This study would not have been possible without the participation of many members of the Bainbridge Island community who contributed their knowledge of its agricultural and cultural history. Special thanks are due to Karen Selvar, who shared her unrivaled history of the farm's history and operations, and Jonathan Garfunkel of Educulture, who provided photographs and other information from the Suyematsu family. All current photos were taken in 2015 by James McNett. The Historic Preservation Commission, City staff and Friends of the Farms also made important contributions to the project.

Introduction

In 2014, the Washington Department of Archaeology and Historic Preservation's (DAHP) Certified Local Government (CLG) program awarded the City of Bainbridge Island a grant to conduct a Historic Structure Report and Feasibility Study for the city-owned Suyematsu Farm. A consulting team consisting of two architectural historians (Mimi Sheridan and Marcia Montgomery), an historical architect (James McNett) and an experienced carpenter (Michael Brundige) was selected and began work in February 2015. Team members had previously studied Japanese farms on Bainbridge Island, so were very familiar with the historical and agricultural context and generally familiar with the Suyematsu property. The initial work consisted of archival research, field work and personal interviews to obtain an understanding of how the property had developed over time and the significance of specific buildings and other features.

This historic structure report is a planning document that includes information on the history and uses of Suyematsu Farm, its historical significance and its existing condition. Once completed, it will serve as a guide for restoring and preserving the property and a tool for interpreting its history. It also provides information for a Feasibility Study containing more specific recommendations about future uses of the farm.

A wide variety of sources were used to gain an understanding of the history of the Suyematsu family, the farm and its significance. These included interviews and oral histories, historic photographs and maps and newspaper articles. Histories of Bainbridge Island, Kitsap County and the Japanese community provided insight into the context of the Suyematsu family's experiences and accomplishments.

Study Summary

Yasuji and Mitsuo Suyematsu, who had been farming leased land on Bainbridge Island, purchased 40 acres on NE Day Road in 1928 and established a strawberry farm. The farm was fallow from 1942-1946, when the family was interned. Following internment, the parents and one son, Akio, returned. Over the following decades, they restored the

farm, building necessary structures and facilities and diversifying the crops as economics changed. Akio Suyematsu continued to farm until his death in 2012.

The original 40-acre Suyematsu farm has been divided and now has three owners:

- The City of Bainbridge Island owns approximately 26 acres.
- Gerard and JoAnn Bentryn own approximately 11 acres.
- Betsy Wittick owns 2.5 acres.

The property remains primarily in agricultural use, but has diversified well beyond the original berry farm. The tenants raise a variety of crops including strawberries, raspberries, pumpkins, grapes, vegetables and Christmas trees. A farm stand operates during summer and fall. The privately-owned parcels contain a winery/office building and two residences. The entire farm is used for educational activities.

Most of the buildings and structures built by the Suyematsus remain today, although they are largely unused. Their condition varies considerably; some are in good condition while others are in danger of collapse. The Suyematsu structures are all located on the City-owned parcels. They fall into three categories (see Figure 3, page 12):

- Pre-World War II
The most significant buildings are those built before World War II. Eight of these structures remain, including the house and barn.
- C. 1950-1971 expansion
This period was the most active for the farm, with new facilities built for packing and equipment storage and to accommodate migrant laborers. Seven of these buildings remain. Additional facilities from this period include a loading dock, a gas pump and a house trailer. A large addition and a new foundation were constructed on the farmhouse in 1971.
- Post-1975 structures
Six buildings/shed, primarily for storage, were built between circa 1975 and 2000. Additional buildings from this period are on the privately-owned parcels and are not discussed in this report.

The buildings and facilities in the first two categories (from the initial development of the farm through the expansion of the 1950s) are historically significant for their association with the growth and development of the farm.

Other elements of the farm also evolved as the activities increased and needs changed. Several significant elements from the 1928-1960 period remain. These include:

- The road system in the northern portion of the property
- The ornamental landscape (trees, shrubs and perennials) surrounding the house
- The evergreen trees marking the property boundaries
- Manzanita Creek and the retaining ponds (the ponds are on private property)

Part 1: Developmental History

Early Japanese Settlement and Farming on Bainbridge Island

Japanese immigration to Bainbridge Island began in the 1880s. Until the 1860s, the isolationist policies of the Tokugawa shogunate prohibited Japanese from emigrating; those that did leave could not return. After Emperor Meiji came to power in 1868, Japanese looked to the West for opportunity. Some young men worked on Hawaiian sugar plantations, hoping to earn money and then return to Japan where economic conditions were poor. In the U.S., westward expansion drew laborers from around the world for the development of railroads, mines, lumber mills and fisheries. After passage of the 1882 Chinese Exclusion Act, Chinese laborers were no longer available and American companies hired Japanese workers to fill the void. A history of Seattle's International district summarized the striking increase in the Japanese population, noting that "In 1880. . . there were 148 Japanese on the mainland. Ten years later, there were 2,039. At the turn of the century, the number of Japanese on the mainland was 24,326 and had jumped to 72,157 by 1910." Most Japanese arrived via Seattle or San Francisco. By 1896, a direct steamship route had been developed between Yokohama and Seattle (Chin 2009:27).

Like other ethnic groups, the first Japanese who came to Bainbridge Island sought work in the lumber mills. A history of Bainbridge Island described: "The sawmills" established at Port Madison and Port Blakely were voracious consumers of people. They needed loggers and roustabouts. The mills did a lively trade with countries around the Pacific, and their ships gave cheap transport to potential recruits" (Swanson 2002:187).

Bainbridge Island offered prime conditions for the lumber business due to its plentiful timber and coves suitable for waterfront mills. In 1854, George Meigs opened the island's first mill, in Port Madison. In 1864, Captain William Renton established the Port Blakely Mill, which, by 1882, had the largest capacity of any mill on the West Coast (Swanson 2002:71). A county census from 1883 listed two Japanese men at each of the mills (Brian and Matsuda 1975:23-24).

Initially, the Japanese at Port Blakely were crowded into a single bunkhouse. In 1894, the mill provided them with lumber to build homes and a hillside location on the south side of Blakely Harbor. The community, known as "Yama," had 300 residents by 1903, with a Buddhist church, a Baptist church, three bath houses, two barber shops, a hotel and a restaurant. The houses, although unpainted on the exterior, were well finished inside and had attractive landscaping with numerous fruit trees. Below Yama was "Nagaya," where Japanese gardeners raised crops for the mill town. Residents retained their traditional ways, speaking Japanese, reading Japanese language newspapers from Seattle and eating traditional foods. However, in 1924, the Port Blakely mill was closed permanently, and the Japanese village was burned the following year. Although some Japanese moved away or returned to Japan, many settled elsewhere on the island (Brian and Matsuda 1975:33,50; Swanson 2002:191; Elfendahl 2014).

Some of those who stayed on the island turned to farming. As Seattle historian Doug Chin noted, “The Japanese presence in the development of local farming cannot be over emphasized” (Chin 2009:32). Issei farmers throughout the Northwest realized strawberries offered more profit per acre than other crops because of their easy marketability, low start up costs and minimal land requirement. In his book *Strawberry Days*, David Neiwert quoted one Issei recounting “ All you needed to grow strawberries was one horse, one plow, and lots of kids” (Neiwert 2005:51). Along with Bainbridge Island, Vashon Island, Bellevue, and the White River Valley, became recognized with Japanese strawberry farming in the early 1900s (Neiwert 2005:53).

Bainbridge Island’s first Japanese strawberry farmers--Hyakutaro Moritani, Mr. Torii and Sakakichi Sumiyoshi--began raising strawberries about 1908. The availability of logged-off land for farming and the economic growth due to the shipyards stimulated agricultural development. Property owners hired Japanese laborers to remove trees and stumps from their land and, in return, allowed the Japanese to farm part of their property. All family members helped with strawberry farming. Larger farms also employed Filipino and Canadian First Nations workers, who worked seasonally and lived on the farms in bunkhouses and tents. The use of these employees allowed significantly larger crops to be planted (Brian and Matsuda 1975:51-52).

Beginning in 1921, Japanese in Washington could cultivate only rented or leased land because the new Washington State Alien Land Law prohibited aliens who were ineligible for citizenship (only Asians were ineligible to become naturalized citizens) from owning land (Chin 2009:68). This law dramatically affected the number of Japanese farms in the state, resulting in a decline from 699 Japanese-owned farms in 1920 to only 250 in 1925 (Grant 2014; MacIntosh 2000). Families often dealt with this barrier by purchasing farms in the names of their US-born children who were 18 years of age or older.

By the mid-1930s, many Japanese families had achieved enough financial stability to build new homes (Woodward 2008:35). In 1940, about 30 Japanese families were cultivating an estimated 750 acres of strawberries on the island. An estimated 3,500,000 pounds were produced in that year, virtually all by these farms. (*Bainbridge Island Review* 1942).

Farming was only one part of the strawberry crop's economic impact. In the early days the Japanese farmers would gather after the harvest to can the berries in the home of Sakakichi Sumiyoshi. In 1917, the Winslow Berry Growers’ Association built a cannery at the end of Weaver Road on Eagle Harbor. This cannery, which operated from 1909 to 1941, was an important business. In 1940, it had 200 employees, mostly non-Japanese women. The berries were washed, stemmed and frozen in the cannery and hauled by barge to Seattle in 55 gallon barrels (Elfendahl 2009:9-18).

This thriving Japanese agricultural economy ended suddenly when the U.S. government interned Japanese families on Bainbridge Island. On March 30, 1942, U.S. Army soldiers

rounded up 227 individuals of Japanese heritage, two-thirds of whom were U.S. citizens (BIJAC 2014). Given only 8 days to prepare, most families were unable to find caretakers for their property and were forced to sell assets at low prices. The farms were left fallow for the duration of the war, or were tended by local residents. In some cases, Filipinos familiar with the farms stepped in to harvest crops. The *Seattle Times* reported “Filipinos have taken all but 2 percent of the land composing 36 Japanese farms on Bainbridge,” a crop that is “worth in normal years about \$300,000” (*Seattle Times* 1943).

Only half of the Japanese that had lived on Bainbridge Island returned after the war (Swanson 2002:197). Having left in haste, many families found their farms untended and overgrown, and picking up the pieces seemed unfeasible. The Hayashidas, owners of the island’s largest pre-war strawberry farm, found the rebuilding task too daunting and Mr. Hayashida took a position with Boeing and moved the family to Seattle (Woodward 2008:120). The Kitamotos, who owned a farm at the head of Fletcher Bay, were fortunate that their lead hand, Philippine-born Felix Narte, cared for the farm in their absence (Woodward 2008:95). Anglo-American Arnold Raber, who sold the Kouras their farm in 1937, stepped up to manage it while they were gone, with the assistance of Filipino farmers (Koura n.d.).

In 1956, a Kitsap County extension report described the county’s berry farming history noting:

Important agricultural developments were made by industrious and skilled specialty farmers. Some Japanese-Americans and Filipino Americans leased and purchased lands on Bainbridge Island and developed an important strawberry, cane berry and bush berry industry. ... Mainly in small fields cultivated by over 100 growers, strawberries are the main cash berry crop. Strawberry acreage [in Kitsap County] reached a peak of 850 acres in 1952-53 and has since gone down to less than 400. Some are sold locally on the fresh market but most of the berries are sold to processors in the immediate urban area of Kitsap, King and Pierce Counties (Dwyer 1956:3, 36)

Another important factor in the success of farms in this period was the fact that hundreds of First Nations people, often entire families, came from British Columbia to harvest for the two months of June and July (Brian and Matsuda 1975:52). The farmers frequently provided transportation for these families. Doreen Rapada, whose family farmed strawberries on Bainbridge Island, recalled some of the larger Japanese farms like the Koura and Suyematsu farms would drive to north of Vancouver and hire First Nations people and drive them back to the Island. The Kouras used an old school bus to maximize the number of people they could transport (Rapada May 20, 2014). Gary Sakuma, whose mother’s family, the Kobas, farmed in Winslow, similarly recounted his uncles driving trucks to British Columbia to hire First Nations laborers (Sakuma 2014). Rapada explained that in the 1940s her Filipino father, Felix Almazan, would hire his sister-in-law, Doreen Desmond, a member of the Squamish Nation living in Mission Inlet, north of Vancouver, to line up laborers before he drove from Bainbridge Island to

pick them up (Doreen May 20, 2014). On the Suyematsu farm, Akio often bought carvings from the pickers, which gave them more money to take home (Selvar 2015).

As social and economic conditions changed in the decades following the war, strawberry farming began a slow decline. Older Japanese farmers continued to farm, although some treated it more as an avocation while taking jobs in the shipyards or and other industries (Sakuma 2014). The younger generation found better paying jobs elsewhere. In 2012, when Akio Suyematsu died, he was the last Japanese to make a livelihood from farming.

The Suyematsu Family

The Suyematsu farm was established in 1928 by Yasuji and Mitsuo Suyematsu. Yasuji (1884-1972) was born in Japan (possibly in Kumamoto Prefecture) on October 17, 1884. His name at birth was Yasuji Wakasugi, but he was adopted by Moto and Sadaji Suyematsu and took their last name. Yasuji and his brother, Mankichi Wakasugi, emigrated from Japan to Tacoma in 1904. Yasuji initially worked in Alaska and later cleaned and cooked in large Seattle homes. About 1919, he returned to Kumamoto to marry Mitsuo Tsuchida (1885-1981), in what was probably a marriage arranged by their families. The couple returned to Bainbridge Island where he worked for his brother clearing land and growing strawberries on property leased from an individual named Mr. Grandy. In about 1921 his brother moved to Oregon where state law allowed him to purchase land (Shibayama n.d.).

Yasuji and Mitsuo stayed on Bainbridge and leased land at Rolling Bay. Their daughter, Kimiko, was born there in 1920. They later moved to a leased 10-acre farm on Sunrise Road at Port Madison. It was here that their oldest son, Akio, was born in 1921. Over the next decade, they had five more children: Isamu (1923), Toshio (1925), Yoshimitsu (1928), and Eiko (1929). Another son, Yasuo, died at the age of 9 (Shibayama n.d.; US Census 1930; Suyematsu 2014: Segment 1).

In 1928, the Suyematsus purchased 40 acres just west of their leased property (Kitsap County 2014). The 1909 county atlas shows William Devereaux as the owner of these 40 acres. The map also shows a house on the land to the east, owned by H.C. Parker, which may have been the leased house occupied by the Suyematsus prior to purchasing the farm (Anderson 1909; Kroll 1940).

The Suyematsus cleared the forested property and grew berries until 1942. On March 30, 1942, the entire family was removed, first to the Puyallup detention facility and then to the Manzanar internment camp in the Southern California desert. They were later transferred to the Minidoka camp in Idaho. In 1945, both Akio and Toshio were drafted and, after the war ended, served as military police in Germany until 1947 (Shibayama n.d.).



Fig. 1. Yasuji and Mitsuo Suyematsu, circa 1960

When the family returned to Bainbridge Island in 1946, they found their house had been looted and the farm was overgrown. With no crops to harvest, they had no income but the mortgage holder allowed them to pay their debt gradually, as the farm returned to production. After returning from his Army service in 1947, Akio remained with his parents to run the farm, but the other five children moved off the island. In 1960, Akio purchased 21 acres at 6781 NE Hidden Cove Road and actively farmed them while retaining involvement with his parents' property (Shibayama n.d.). His father, Yasuji Suyematsu, died in 1972, and his mother, Mitsuo, died in 1981. Akio did not marry and continued to run the farm until his death in 2012, making this the longest continually operated Japanese farm on the island



Fig. 2. Akio, Isamu and Toshio Suyematsu in family strawberry fields pre-WWII

The Suyematsu Farm

History

In 1928, when Yasuji and Mitsuo Suyematsu purchased this property, state law prohibited residents ineligible for citizenship (Asians) from owning land. Therefore, the couple put the farm in the name of their oldest son, Akio, a native-born U.S. citizen. At the time of their purchase, the property was covered with second growth timber, which they had logged. Akio grudgingly recalled the loggers his father hired did not pay him for the timber (Suyematsu 2006: Segment 3). The family cleared the stumps gradually, using horses and dynamite. Another son, Yoshimitsu Suyematsu, recalled other members of the Japanese community helped get the farm started, a common occurrence in the Japanese community (Suyematsu 2014:Segment 2).

The family used a frugal approach in developing the farm complex that exists today, adding buildings as money allowed. Figure 2 shows the location of each Suyematsu farm building and structure. For reference, each one is numbered.

The Suyematsus first built the barn (#2 on Figure 3) to allow them to work the land and store equipment while they continued to live on their leased property. Soon thereafter, they built the house (#1) and moved the family to the new farm. Over the years, fruit trees and ornamental trees and shrubs were planted around the house, and a kitchen

garden was established west of the house. Several other structures were added in the 1930s to make the farm more functional, including a workshop (#4), a woodshed/storage building (#5) and a packing shed (#12). A shower shed (#7) was built near the workshop. A *furo* (#3), or Japanese bath house, was constructed near the house but was later demolished for a storage building (Selvar 2015; Shibayama n.d).

By 1941, approximately 10 acres had been cleared and planted in berries. The Suyematsus raised strawberries primarily for sale to the cannery in Winslow, but they also sold to markets and to individuals. Yoshimitsu recalled that the berries picked with stems on became "market berries," while those without stems went to the cannery for processing. After harvesting the strawberries, the family continued with "weeding and setting runners or planting a new crop." To diversify the crops and increase their income, the family also raised peas, boysenberries and Olympic berries, a locally-popular raspberry-blackberry cross. (Suyematsu 2014:Segment 5).

SUYEMATSU FARM

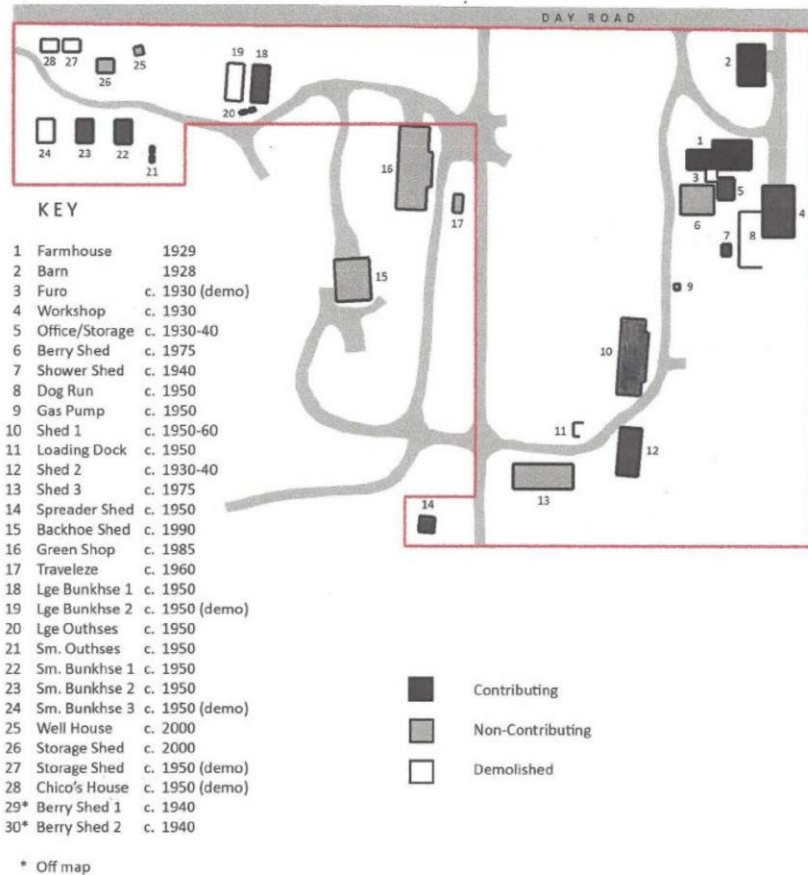


Fig. 3. Suyematsu Farm Complex Map

The late 1940s was a period of rebuilding and struggle to overcome the economic impacts of internment. While the family was interned, the farm had not been maintained and the fields had become overgrown. When the Suyematsus returned, they cleared and replanted the fields, but all their earnings went toward paying off the mortgage interest that had accrued during internment. They could not afford a tractor and continued to plow the fields with a team of two horses until 1953 (Suyematsu 2006:Segment 4). Discrimination also contributed to financial difficulties. After the war, Akio applied to join the grange, which offered farm insurance policies. However, the organization turned down Japanese and Filipino farmers for membership (Suyematsu 2006: Segment 17).



Fig. 4. Pre-WWII view of the Suyematsu strawberry fields facing south

Use of a horse-drawn plow was particularly suitable because the farm had no irrigation system. Cultivating the soil in this manner just scratches the top of the soil to “bring the moisture up” and adding mulch prevents a crust from developing on the soil (Suyematsu 2006:Segment 16). In 1951, Akio dammed Manzanita Creek, which runs down the center of the farm, to form a half-acre retaining pond for irrigation. He was assisted by a federal agency, the Soil Conservation Service (now known as the Natural Resources Conservation Service). He constructed a second pond a few years later.

By the mid-1950s, most of the land had been cleared and planted, and the family hired additional workers for assistance. Many of these were First Nations individuals who came down from British Columbia year after year to work on the harvest. Several bunkhouses (called pickers' cabins) and outhouses were built to accommodate them (#18-24, #28). A loading dock (#11) and additional storage sheds were also built in the 1950s. Although this decade was generally one of growth, freezing weather in 1955 resulted in the total loss of the crop and income for the season. The family again avoided foreclosure through the leniency of their mortgage holder.

Through the 1950s-1960s, the farm continued to focus on strawberries. However, in the 1970s, Akio planted raspberries and non-berry crops, including Christmas trees, ornamental nursery stock and a two-acre vineyard. Akio recalled learning to raise raspberries from Felix Narte, a Filipino farmer who had previously worked with Shigeko Kitamoto, one of the first local farmers to begin farming raspberries. She began planting raspberries because they ripened later than strawberries, making it easier to find laborers to work the fields (Suyematsu 2006: Segment 10).

In the late 1970s, Gerard and Jo Ann Bentryn leased the western portion of the property and expanded the vineyard. They later purchased half of the property, and built a house and winery. Akio planted pumpkins on the west part of the property, hosting a U-pick pumpkin operation each fall. He stopped raising strawberries himself in the 1990s, although other farmers on the property continued to grow them (Suyematsu 2006: Segment 10).

In 1997, one of the farmers, Betsy Wittick, purchased 2.5 acres in the center of the farm from Akio. She built a house and continues to raise vegetables and to operate the winery since the Bentryns have retired.

In 2000, the City of Bainbridge Island entered into an agreement to purchase 14.76 acres from Akio Suyematsu upon his death. This parcel contains most of the historic farm structures. In 2004, the city purchased approximately 10 acres of the Bentryn property (west of the Suyematsu parcel) as well.



Fig. 5. Akio Suyematsu, 2010

Existing Conditions



Fig. 6. Aerial view of Suyematsu Farm.

(Google Earth 2014)

Location

The original 40-acre property is almost square, measuring approximately 1300 feet on each side. It runs along the south side of NE Day Road (originally known as Road 261), approximately a half mile east of SR 305, the island's primary north-south route. It is bordered on the west by the wooded properties of Grace Episcopal Church and the Island

School. On the east is a residential subdivision with 27 lots (.4 acres each). To the south are two other city-owned farms, the M&E Tree Farm and the Crawford Farm.

Ownership

The 40-acre parcel is currently composed of 5 irregular parcels. The northern portion, owned by the City of Bainbridge Island, is two parcels totaling approximately 26 acres. These parcels are leased to, and managed by, Friends of the Farms, a local non-profit organization. The southern section, also two parcels, is approximately 11 acres, owned by Gerard and JoAnn Bentryn. Near the center is a 2.5-acre parcel owned by Betsy Wittick.

Uses

Land (both public and private) is leased to several farmers who grow a variety of crops. The shared farmland has numerous cultivated fields that sometimes overlap, with no fences separating them. Currently, the major crops are strawberries, pumpkins, squash, ornamental corn, grapes, raspberries and various other fruits and vegetables, as well as a tree farm. Agricultural support activities, such as a seasonal farm stand and large-scale composting, also take place. The privately-owned parcels include a winery with office space and two residences. The older buildings and structures are largely unused except for storage. The property as a whole is also used for educational purposes.

Water

The property is bisected by Manzanita Creek, which runs on a relatively straight north-south path approximately in the middle of the 40 acres. Toward the south end of the property the creek has been dammed to form two retaining ponds. At the southwest corner of the property is a third pond, fed by a spring. The farm slopes down from north to south and from east to west.

Circulation

The major activity centers are connected by a simple system of unpaved roads, basically in the shape of an H. Two main north-south roads divide the property roughly into thirds. Each road has an entry on NE Day Road. The original road, located approximately 300 feet west of the eastern property boundary, now extends the entire length of the property to the winery and its small parking lot near the south boundary. Approximately 400 feet south of the Day Road entry, a secondary road curves east and north, past the tractor sheds, house and barn to a third gate on Day Road. Another secondary road curves to the northwest at the center of the property. The western road, about 320 feet east of western boundary, runs most of the length of the property, parallel to the eastern

road. An east-west road connects these two main roads about 480 feet south of Day Road.

Landscape

The farm's landscape has evolved continually as uses and crops have changed over the past eight decades. When the Suyematsus purchased the property it was covered with second-growth timber. Under their cultivation it became strawberry fields, later supplemented by cane berries and other crops. Today, it is a tapestry with strawberry fields, row crops, pumpkins, Christmas trees, vineyards, pasture and farm support uses. Some farms are certified as organic, and others farm organically. More than 144,000 pounds of produce are grown each year. At least two important historic features remain: the ornamental landscape (trees, shrubs and perennials) surrounding the house, and the evergreen trees marking the property boundaries. The privately-owned southeast section has been altered with the winery, other newer buildings and parking areas.

Buildings and Other Elements

Most of the original farm buildings are clustered in the northeast corner, where the soil is inferior, leaving the better soil to the south open for crops. These buildings (shown and numbered on Figure 3) include:

- Barn (#2, 1928)
- House (#1, 1929)
- Workshop (#4, c. 1930)
- Woodshed/storage (#5, c. 1930-40)
- Shower shed (#7, c. 1940)
- Shed (#10, c. 1950-60)
- Shed (#12, c. 1930-40)
- Spreader shed (#14, c. 1950)

The bunkhouses and outhouses built in the 1950s to accommodate the migrant workers are clustered in the north central part of the property, west of the house and barn and close to NE Day Road.

- Large bunkhouse (#17, c. 1950)
- Two small bunkhouses (#21-22, c. 1950)
- Outhouses (#19-20, c. 1950)

As the farmed area expanded and harvest activity intensified, two additional berry sheds (#29-30, c. 1960) were built farther west on the property. Recent farm-related buildings include:

- Large sheds (#6, #13, c. 1975)
- Backhoe shed (#15, c. 1990)

Other elements related to the agricultural use, including a composting area, a manure slab, a gas pump, a loading dock and a dog run are also located in the northwest section.

Several buildings have been added more recently. These include:

- Well house in the north central section (#24, c. 2000)
- Small storage shed (#25, c. 2000)
- A farm stand near the northwest corner
- A water tower south of the farm stand, moved from another property

Two residences, garages, sheds and a winery have been built on the privately owned parcels on the south part of the property.



Fig. 7. Farm property owned by the City of Bainbridge Island

PART 2: Building Descriptions and Significance



No. 1



No. 2



No. 3



No. 4



No. 5



No. 6



No. 7



No. 8



No. 9



No. 10



No. 11



No. 12



No. 13



No. 14



No. 15



No. 16



No. 17



No. 18



No. 20/21



No. 22/23



No. 25



No. 26



No. 29



No. 30

No. 1 Farmhouse



Fig.8a 1970s Addition.



Fig. 8b. NW elevation with mixed siding.



Fig.8c. Window types.

Chronology of Development and Use

The farmhouse was the second building constructed (circa 1928), shortly after the barn was completed. Yasuji and Mitsuo Suyematsu and their two daughters and five sons lived in this house until March 30, 1942, when the family was interned during World War II. The house was unoccupied during the war. After the war, Akio, their eldest son, lived with them until the 1960s, when he purchased another property. In 1971, the family put a one-story plus basement addition on the west elevation (Kitsap County 2014). The elder Suyematsus lived here until their deaths (in 1972 and 1981). In recent years, the house has been used as a temporary residence by farming interns.

Physical Description: Exterior

The house is a 1.5 story rectangular plan, with a simple 12:12 slope gable roof oriented north south. The east side of the house has a covered deck with a hip roof. The total enclosed area is 1680 sft including a 300 sft area in the basement. A later addition, still incomplete, was begun on the west side of the house. The current exterior materials of the house include asphalt shingles on the porch and main roofs, and a combination of original horizontal painted wood shiplap siding and plywood exterior siding. The windows are a combination of original wood double hung windows and aluminum sliding window added in the 1970s. The entire structure has a new grouted CMU foundation. The western addition has plywood siding, horizontal aluminum sliding doors and windows with bronze anodized aluminum frames.

Physical Description: Interior

The interior of the house has been renovated numerous times but is consistent with wood frame construction. The first floor plan has been altered and a large space, probably the former living room, has had original windows and doors removed. The ground floor has a reconfigured kitchen, the only bathroom and a bed room. A passageway on the west end leads to the new addition which supplanted the old living room. This is essentially a great room with a deck on the north and structural joists in place for a future deck on the south. The second floor has three bedrooms that have

closets placed within the steep roof slopes on the east and west sides. The construction materials vary but are essentially drywall or lath and plaster.

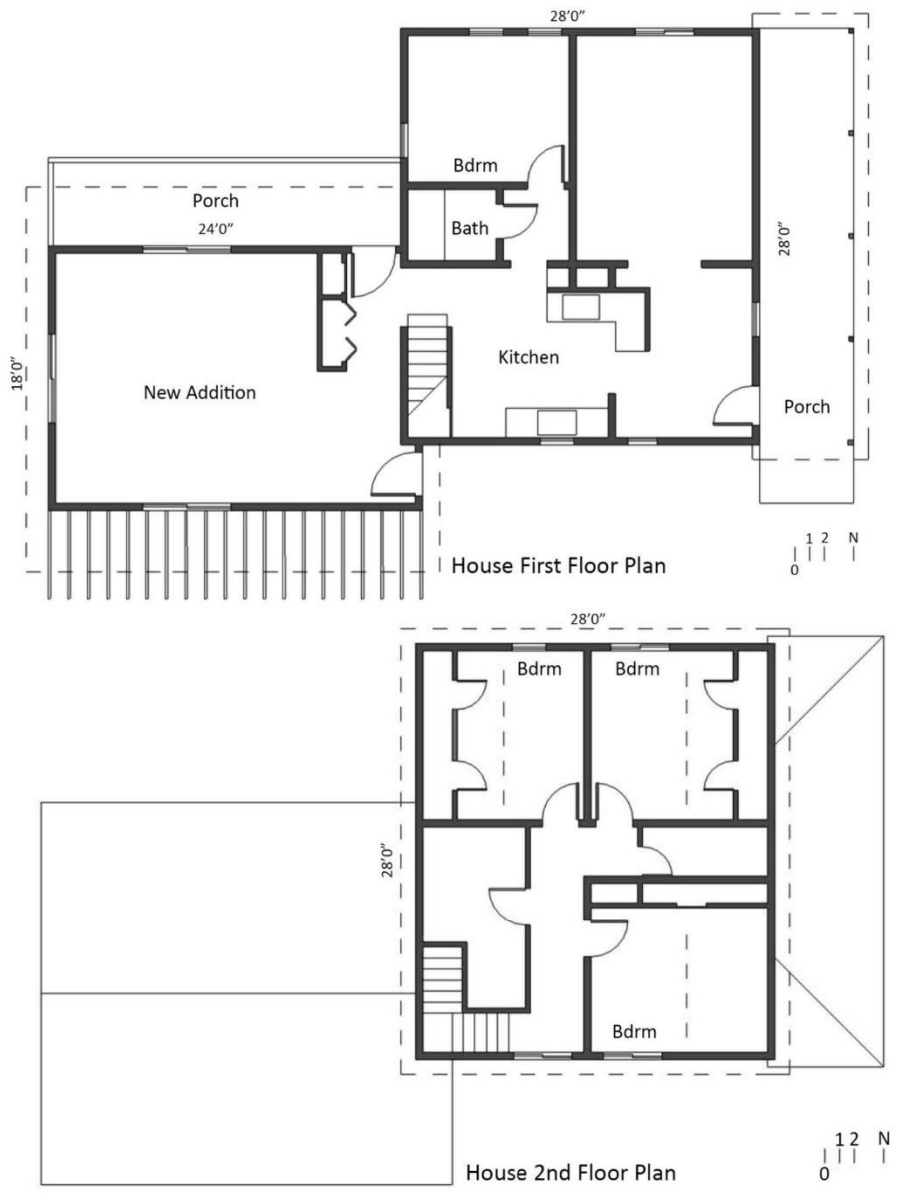


Fig.8d. Floor Plans



Fig. 8e. Kitchen cabinets and stairway.



Fig. 8f. 1970s great room addition.

Evaluation of Significance

The interior of the house retains much of its original unembellished character, including kitchen cabinets built by Akio and his brother at the school wood shop as a Mother's Day gift to their mother (Garfunkel 2013). In 1971, the family put a one-story addition plus basement on the west elevation (Kitsap County 2014). The addition expresses the frugality of the farmer's use of readily available materials of a more modern design. The economy used to build and repair buildings within the complex exhibits the practical approach to farm management.

Condition Assessment

The house itself is good condition primarily due to the grouted concrete block foundation installed in the 1970s, which stabilized and united the two structures. There is little evidence of water leakage except through a masonry chimney flue. The newer aluminum windows invariably have gaps around the openings and should be replaced with the original double-hung wood windows stored in the sheds. The stairway needs to be braced and repaired for code conformance. The electrical and water systems should be checked for life safety and health code conformance.

No. 2 Barn



Fig. 9a. Gap at ridge.



Fig. 9b. West elevation.



Fig. 9c. Log column.



Fig. 9d. Pole rafters and corrugated roof.



Fig. 9e. Imbedded pole columns.

Chronology of Development and Use

After purchasing this farmland in 1928, the Suyematsu family first built the barn for horses and equipment necessary to work the land. The barn has continued to be used for equipment storage until recently.

Physical Description

The gable roof barn is 24 x 30 feet long, oriented north-south, and is broken into three 10 x 24 feet long bays on the east elevation. The foundation consists of imbedded 16 inch diameter treated poles (that vary in length) one on each corner, one at each exterior midpoint and one in the middle for a total of nine column supports. Three large half-round 18 inch diameter pole beams connect the columns in the north-south direction. Logs ranging from 6 to 8 inches in diameter are placed at approximately 2 feet on center and connect the half-round beams in the east-west direction. The logs support 2 x 8 inch and 2 x 12 inch planks which make up the floor of the barn.

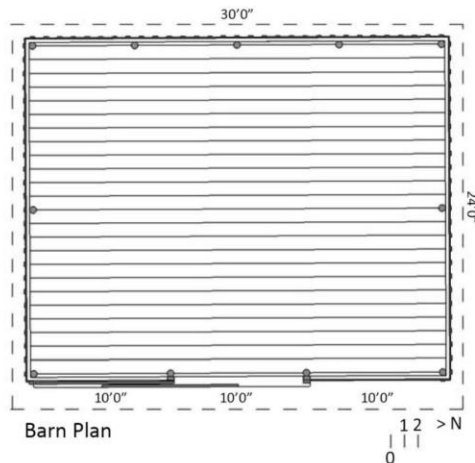


Fig.9f. Floor plan

The north, west and south walls have no openings, but the east side of the barn has two 8'6" x 8'6" feet high sliding wood board doors that can open up two thirds of the eastern wall of the barn. The sliding doors are supported by a 2 x 16 inch by 20 feet long header that spans between 3 columns. The entry to the barn is 8'4" clear to the underside of the 2 x 16 inch beam. The sliding doors are fabricated from 1 x 8 inch shiplap boards and the remaining 10 foot panel is made of the same boards laid up horizontally. The walls and roof of the barn are supported by 9 log columns that vary from 6 to 10 inches in diameter. The columns are connected horizontally by 4 inch diameter logs which also serve as supports for the exterior wall assembly. The north, west and south walls of the barn are vertical 1 x 12 inch boards with 1 x 4 inch battens. The rafters are 4 inch diameter logs spaced at 4 feet on center. There are 4 log crossties, located 10 feet clear from the floor that stabilize the roof structure and provide a storage space. The 2 foot wide galvanized corrugated steel roof panels are attached to the rafters.

Evaluation of Significance

This is a rare example of a pole barn on Bainbridge Island. The round treated logs, half logs and poles are original and intact. The exterior cladding also appears to be original. The corrugated steel sheet roofing has been in place for many years and is in good condition.

Condition Assessment

The barn has shifted on its foundation over time and some of the pole structures are consequently twisted and deformed. Some of the original foundation pole columns and beams need to be replaced due to rot. However, the original basic structural system is intact and only needs some replacement pieces and adjustment. The walls and roof supported by the foundation have deflected and need to be replaced and braced. This is

especially true on the north wall (Fig.9a) where the roof is floating free of the wall. When the foundation is leveled and reinforced, the walls and roof structure will be reconfigured to their original design. The poles or any other members that have deflected over time need to be replaced. Almost all of the existing siding, skirting, floor planks and barn doors can be reused.

No. 4 Workshop/Garage



Fig. 10a. Shed Area.



Fig. 10b. West Elevation.



Fig. 10c. Workshop.

Chronology of Development and Use

Constructed in the 1930s, this building served two purposes: providing workshop space in the south half of the building and a garage to the north. In recent years it has been used for storage of infrequently used tools and equipment.

Physical Description

The combination shed workshop structure is located 100 feet southeast of the original barn. It is 30 x 44 feet long, oriented north-south, and is broken into two parts, the 20 x 30 feet wide northern shed and the 24 x 30 feet wide workshop area.

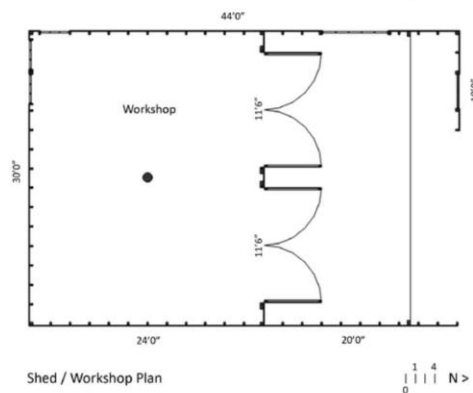


Fig. 10d. Floor Plan.

The shed portion is covered by a roof that slopes down at 3:12 from north to south. The roof is supported by 2 x 10 inch rafters spaced 2 feet on center which are covered by 1 x 6 inch boards laid horizontally and nailed to the rafters. The north end of the structure is an open area and is 11 feet clear under the (3)2 x 12 inch members nailed together to form the built up beam that spans the 20 foot opening. The east and west walls and 10 foot long fin wall are typical 2 x 4 inch at 2 feet on center framing that sit on a 14 x 16 inch beam resting on the concrete floor. The south side of the shed has two pairs of 5'9" x 8'0" feet high doors that open onto the covered shed area to the workshop behind. The east, west and partial north walls are clad with 1 x 8 shiplap boards. The western wall has a 8'0" x 5'0" feet fixed 18-light wood window that brings light into the garage area.



Fig. 10e. NW shed corner.



Fig. 10f. Tractor in the workshop.



Fig. 10g. Workshop.

The workshop portion is a 24 x 30 foot space covered by a roof that slopes down at 1:12 from north to south. The roof is supported by 2 x 8 inch rafters spaced 2 feet on center which are covered by 1 x 8 inch boards nailed to the rafters. The roof has a single ply membrane installed within the last ten years. The walls are 2 x 4 inch studs at 24 inches on center and covered on the exterior with 1 x 8 inch painted horizontal lap siding. The north wall of the structure has the only access door and two pairs of 5'9" x 8'0" feet high doors that open onto the open shed area. The workshop space is bisected in the middle by a single one foot diameter post creating four 12 x 15 foot rectangular areas. There is one 2 x 3 feet long 3-light wood window on the southern corner of the west wall and two 2 x 3 feet long 3-light wood windows on the west corner of the south wall.

Evaluation of Significance

The workshop area contains farm vehicles, shop materials, tools, constructs and vehicles that have accumulated since the building was constructed c. 1930. This is an intact example of a working shop from an era when many tools and devices had to be repaired and even created by the farmer. It is unlikely there are many equivalents on Bainbridge Island.

Condition Assessment

The workshop is a simple frame building with modest spans that is in fundamentally sound condition. The roof and foundation should be examined for intrusions by animals and plant life which have prospered due to neglect by the current owners to regularly maintain the structure.

No. 5 Office and Storage Building



Fig. 11a. Northeast elevation.



Fig. 11b. Office area.



Fig. 11c. Storage area.

Chronology of Development and Use

Based on available information, this building was probably constructed before World War II, in the late 1930s. It was and is used for storage of equipment and wood.

Physical Description

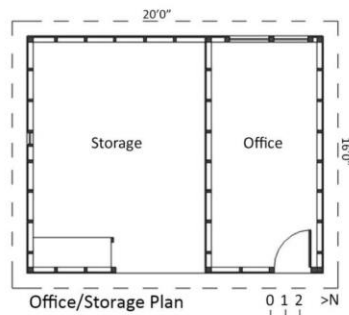


Fig. 11d. Floor Plan

The office and storage building is located 15 feet south of the house. The structure is 16 x 20 feet long, is oriented north-south and has a 2:12 slope gable sheet metal roof. The walls are constructed with 2 x 4 inch studs at 2 feet on center. The roof is supported by 2 x 4 inch built up trusses spaced 2 feet on center and covered with 1 x 6 inch boards laid up horizontally. The exterior walls are clad with 1 x 6 inch shiplap wood siding. The east elevation has a 12 x 16 feet deep open storage area with a dirt floor and a 6 x 8 feet high

opening on the east. The north third of the structure is an enclosed office space with a wood plank floor. It is accessed on the east by a 2'6" x 6'8" 18-lite wood door. The west wall of the office has two 2'4" six light windows.

Evaluation of Significance

This building is significant as one of the farm's older buildings and for its role expanding and maintaining the farming operations. It is a contributing structure.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 6 Berry Shed



Fig. 12a. SW elevation.



Fig. 12b. SE corner.



Fig. 12c. West elevation.

Chronology of Development and Use

The berry shed was constructed c. 1975 and is used for storage and packing activities.

Physical Description

The berry shed is located 15 feet from the farmhouse and is oriented east-west. The rectangular building is 24 x 30 feet. The structure is typical wood frame with 2 x 4 studs at 24 inches on center. The walls are clad with painted 4 x 8 feet sheets of exterior plywood siding on the north west and south sides and 1 x 8 vertical boards on the east side. The 5:12 slope gable roof is supported by built up 2 x 4 trusses which are covered by plywood and clad with sheet metal roofing. The building is supported by 1 foot diameter treated poles spaced 7.5 feet apart in the long direction and 12 feet apart in the short direction. The columns are connected with 2- 2 x 10 floor beams. The floor level is approximately 3 feet above grade on the west side and is accessible by a ramp that leads to a pair of 2'6" doors, the only entry. A large refrigeration unit is located in the northwest corner of the building, next to the entry.

Evaluation of Significance

The shed was built after the period of significance,

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 7 Shower Shed



Fig. 13a. SW elevation.



Fig. 13b. Plan.



Fig. 13c. West elevation.

Chronology of Development and Use

Based on available information, the shower shed was built before World War II, about 1940, and was used by both seasonal and regular workers.

Physical Description

The shower shed is a simple wood frame structure feet 8 x 10 feet long. It is oriented north-south and has a 4:12 slope gable roof clad with asphalt shingles. It is constructed with 2 x 4 inch studs at 2 feet on center. The roof is supported by 2 x 4 inch rafters and cross ties spaced 2 feet on center and covered with horizontal 1 x 6 inch boards. The exterior walls are clad with 1 x 6 inch shiplap wood siding. The door on the north side opens to a room with a 2'8" x 2'8" metal shower enclosure and water heater. The foundation is not imbedded into the ground and sits one foot above grade.

Evaluation of Significance

The shower shed is a relatively unusual structure that was important to the operation of the farm and the lives of the workers.

Condition Assessment

The unstable foundation has caused the building to rack and has jammed the door in an open position. Simple restoration of the foundation and leveling will ensure years of use.

No. 9 Gas Pump

Chronology of Development and Use

When tractors began to be used on the farm in the 1950s, there were no nearby gas stations, so it was necessary to install a gas pump. This one was installed at a later date, possibly in the 1970s.



Fig. 14 . West elevation.

Chronology of Development and Use

When tractors began to be used on the farm in the 1950s, there were no nearby gas stations, so it was necessary to install a gas pump. This one was installed at a later date, possibly in the 1970s.

Physical Description

The gas pump sits on a concrete 2 x 3 foot platform one foot tall. The pump is 2'3" x 1'6" x 4'0" tall and is clad in enameled sheet metal and clear acrylic. There are two pumps for two types of fuel. Two one-foot diameter treated poles protect the pumps.

Evaluation of Significance

The gas pump was an important part of farm operations, allowing workers to easily and conveniently re-fuel the farm equipment.

Condition Assessment

The pump has not been used for many years, but appears to be in good condition.

No. 10 Shed 1



Fig. 15a. East elevation.



Fig. 15b. End bay storage.



Fig. 15c. South elevation.

Chronology of Development and Use

This half-open storage shed was built in the 1950s to store the increasing amount of equipment needed as farm operations expanded.

Physical Description

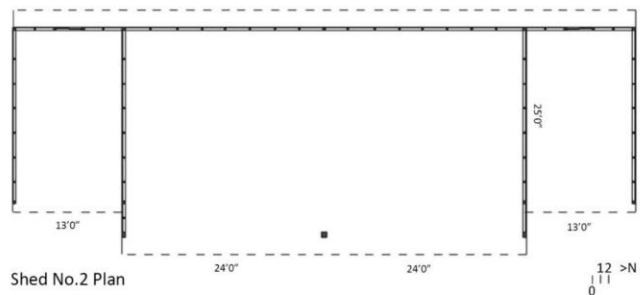


Fig. 15d. Floor Plan.

The northernmost shed (shed 1) is a half open structure, oriented north-south. The main 2-bay central space is 48 x 25 feet deep, has a 3:12 gable roof and a dirt floor. The south, west and north walls are made of 1 x 10 inch boards and 1 x 3 inch battens attached to 2 x 4 studs at 4 feet on center. The three walls sit on 6 x 6 inch beams supported by footings. The gable roof is supported by 2 x 4 inch built up trusses spaced at 4 feet on center. The trusses are supported by (2) 2 x 12 inch members nailed together to form built up beams on both sides. The central bays are flanked on the north and south sides by identical shed structures, 13 x 21 feet deep, which slope down away from the central structure. The 3:12 shed roofs are supported by 2 x 4 inch rafters at 3 feet on center. The metal roofing and the end and side walls of both sheds are similar construction to the central two-bay structure.

Evaluation of Significance

This structure was built during the farm's most active period to support increased planting and harvesting activities.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 11 Loading Dock



Fig. 16a. Suyematsu loading dock.



Fig. 16b. Manzanita loading dock.

Chronology of Development and Use

This loading dock was constructed in the 1960s to facilitate moving equipment and supplies between this farm and Akio's other farm at Manzanita, where there is a similar structure.

Physical Description

The Suyematsu dock has two imbedded one foot diameter treated poles set 11 feet apart. The poles support a combination structure of four stacked logs with (2) 4 x 12s on top to hold back a four-foot high ramp of compacted earth.

Evaluation of Significance

This is an early farm structure and reflects the frugality and ingenuity of Akio Suyematsu.

Condition Assessment

The structure is in good condition.

No. 12 Shed 2



Fig. 17a. West elevation.



Fig. 17b. Storage



Fig. 17c. Roof trusses.

Chronology of Development and Use

This open shed was built in the 1930s and has been used for storage of equipment since that time.

Physical Description

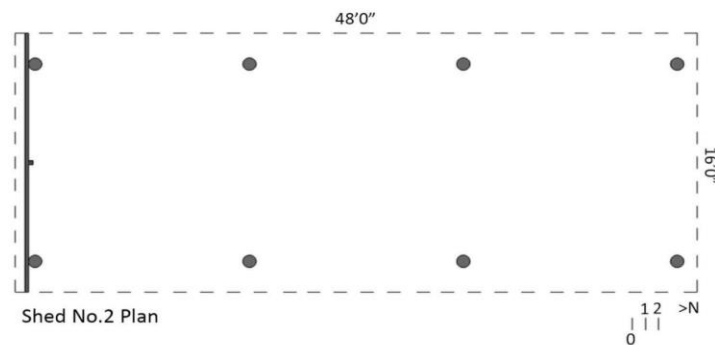


Fig. 17d. Floor Plan.

The southeastern shed (shed 2) is an open structure, oriented north-south, 20 x 48 feet long, has a 6:12 gable roof and a dirt floor. The south shear wall is made of 1 x 10 inch boards and 1 x 3 inch battens. The main structural members are eight assorted poles, each on a separate footing, that create three 16 x 20 foot bays. The gable roof is supported by 2 x 3 inch built up trusses spaced 2 feet on center. The trusses are supported by (2) 2 x 12 inch beams. The roof is a palimpsest of historic layers including the original 1 x 6 inch boards, covered with asphalt sheeting, the occasional plywood panel and the most recent corrugated sheet metal roofing.

Evaluation of Significance

This is an early farm structure, c. 1930-40, has been added onto and repaired over time creating a unique mixture of materials and patinas. It is a contributing structure.

Condition Assessment

The shed will last another 75 years with regular maintenance.

No. 13 Shed 3



Fig. 18a. North elevation.



Fig. 18b. West elevation.

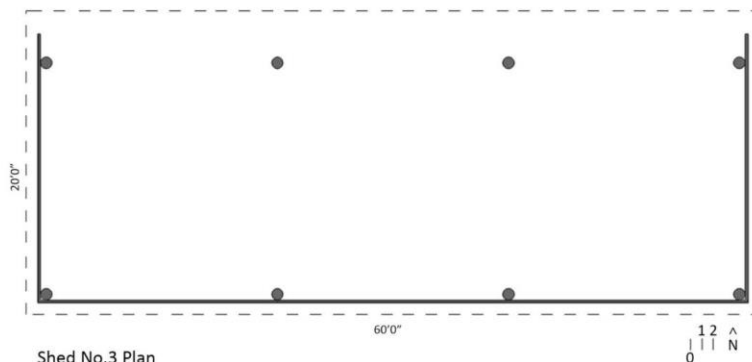


Fig. 18c. SW elevation.

Chronology of Development and Use

This half-open shed was built about 1975 and has been used for equipment storage since that time.

Physical Description



Shed No.3 Plan
Fig. 18d. Floor Plan.

The southernmost shed (Shed 3) is a half open structure oriented east-west that measures 20 x 60 feet with a 3:12 shed roof and a dirt floor. The south, east and west walls are made of 1 x 10 inch boards and 1 x 3 inch battens. The main structural members are eight treated poles that create three open 20 x 20 foot bays. The corrugated sheet metal roof is supported by 4 x 6 inch roof rafters at 4 feet on center which are supported by continuous 6 x 12 inch beams. Separate footings support the one foot diameter poles and the 4 x 4 inch vertical posts that support the horizontal structure for the board and batten walls.

Evaluation of Significance

This structure was built after the period of significance.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 14 Spreader Shed



Fig. 19a. NE elevation.



Fig. 19b. NW elevation.

Chronology of Development and Use

This half-open storage shed was built in the 1950s to store the increasing amount of equipment needed as farm operations expanded.

Physical Description

The spreader shed is a 14 x 14 foot square structure open on the north side. The structure consists of four one foot diameter treated poles at each corner and 6 inch poles at the mid points of the three enclosed walls. The cladding is 4 x 8 foot sheets of painted particle board attached to horizontal members. The corrugated sheet metal roof is supported by 5 inch diameter rafter poles spaced at 3 feet on center.

Evaluation of Significance

The spreader shed was built during the farm's most active period. This building and the original barn are the only pole structures on the farm.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 15 Backhoe Shed



Fig. 20a. NW elevation.



Fig. 20b. SE elevation.

Chronology of Development and Use

This shed was built in the 1990s to store equipment.

Physical Description

The backhoe shed is a 28 x 40 foot rectangular structure open on three sides with the south side board and batten providing shear. The structure consists of nine one foot diameter treated poles at each corner. The 2:12 slope metal shed roof sits on 2 x 8 rafters spaced at 2 feet on center.

Evaluation of Significance

This structure was built c.1990 and is not in the period of significance.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 16 Green Shop



Fig. 21a. SE elevation.



Fig. 21b. NW corner.



Fig. 21c. NE elevation.

Chronology of Development and Use

This shed was built in the 1985 and is used as a shop and for storage.

Physical Description

The green shop is a 28 x 84 foot rectangular structure. The north short end has a 14 foot rollup metal door. The east elevation has two entries and three 11 foot roll up doors. The west and south walls have no openings and all the walls are clad in sheet metal panels. Three large acrylic skylights provide natural interior lighting. The structure is eight steel truss bents at 12 feet on center. The walls are horizontal 2 x 8 inch members spaced two feet on center with 2 x 8 verticals at 6 feet on center. The exterior metal wall panels attach to the structure through a layer of insulation. The 4:12 gable roof is supported by steel truss roof bents with 2 x 8 inch purlins at 20 inches on center. The metal roof panels attached through a layer of insulation.

Evaluation of Significance

This structure was built in 1985 and is not in the period of significance.

Condition Assessment

The structure is in good condition and only requires regular maintenance.

No. 17 Traveleze Trailer



Fig. 22a. Entry elevation.



Fig. 22b. End Elevation.



Fig. 22c. Louver windows.

Chronology of Development and Use

This trailer was purchased about 1960 for use as workers' housing. It has been vacant for many years.

Physical Description

The Traveleze Trailer is a factory-fabricated aluminum trailer that is designed to be carried over the highway or stored in place. The fitted aluminum body is 20 feet long by 8 feet wide and 7 feet 6 inches high. There is a trailer hitch attached to the structural

chassis that extends in front of the front face of the trailer. The trailer has louvered windows as well as utility hookups.

Evaluation of Significance

The use of trailers for temporary worker housing was typical for farms on Bainbridge Island. This trailer is privately owned and is not part of the City's property.

Condition Assessment

The aluminum frame is in good condition, but the interior is in need of a complete renovation.

No. 18 Large Bunkhouse



Fig. 23a. East elevation.



Fig. 23b. Outhouses



Fig. 23c. West elevation

Chronology of Development and Use

The bunkhouses (known as pickers' cabins) and the accompanying outhouses were built in the 1950s to accommodate temporary laborers who enabled the farm to expand its operations. Many of those who came each year were First Nations workers from Canada. The buildings have been unused for many years. There were originally two large bunkhouses, one of which has been demolished.

Physical Description: Bunkhouse

The large bunkhouse or pickers' cabin is located in the northwest of the developed farm structures. The north-south oriented gable roof cabin is 16 x 36 feet long and divided into four roughly equal rooms. It uses typical western framing with 2 x 4 inch studs at 2 feet on center. The roof framing is 2 x 4 inch rafters and 2 x 4 tie members also spaced at 2 feet on center. The exterior walls are made of 4 x 8 feet sheets of particle board nailed on top of continuous horizontal 1 x 8 inch boards. The cabins sit on individual 6 x 6 inch footings, three on the short sides and four on the long sides and one down the middle. The walls and 2 x 6 inch floor joists, sit on two 2 x 6 inch members nailed together to form beams on both sides. The cabin has four rooms, three of which have 2'6" x 6'6" high door on the east side and all four rooms have 4 x 4 foot two light sliding aluminum windows on the west side. The north and south end walls have no openings. The gable

roof has a 6:12 slope and has sheet metal roofing on top of asphalt sheeting which is attached to continuous 1x6 inch boards attached to the roof rafters. The cabin has two 16 x 16 x 8 inch concrete block chimney flue stacks located seven feet above the floor.

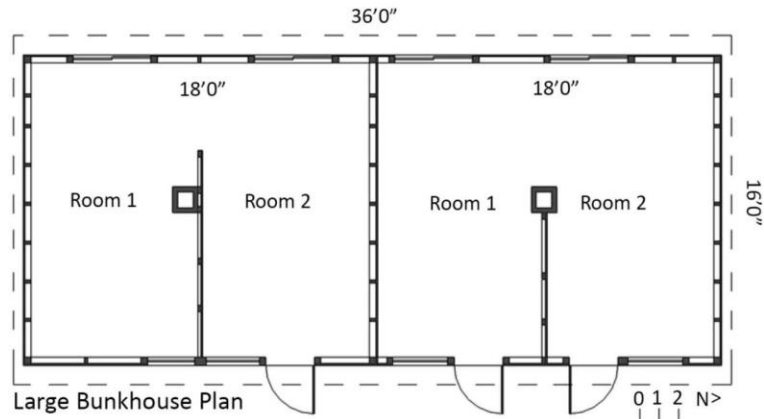


Fig. 23d. Floor Plan

Physical Description: Outhouses

Two sets of double outdoor toilets, each with a pair of 2'0" x 6'0" high doors are located near the large bunkhouse. The toilet sets are 4 x 6 x 7 feet high and made of simple wood framing. The exterior walls are 1 x 8 inch boards and 1 x 2 inch battens and the roofs are made of sheet metal. Two diamond shaped holes for a pole have been cut in the walls for easy relocation.

Evaluation of Significance

The bunkhouses are among the most significant contributing structures on the Suyematsu farm. They were constructed for First Nation workers that came from Canada to harvest crops on Bainbridge Island. There are few discrete bunkhouses remaining and the two types on the farm have maintained a high level of integrity.

Condition Assessment

The large bunkhouse is in danger of demolition by neglect. With minor replacement of failing structural members and appropriate replacement of siding and roofing, the bunkhouse could once again be used for housing.

No. 22+23 Small Bunkhouses



Fig. 24a. SW elevation No.23



Fig. 24b. Interior.



Fig. 24c. NE elevation No.22.

Chronology of Development and Use

Like the large bunkhouses, these structures were built about 1950 to house temporary workers. They have been vacant for many years.

Physical Description: Small Bunkhouses 22 and 23

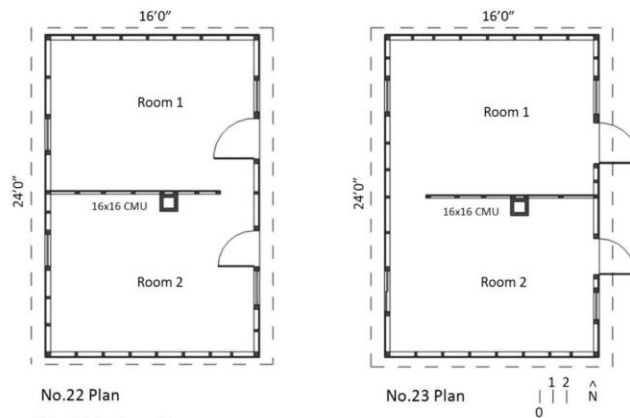


Fig. 24d. Floor Plans.

Bunkhouses 22 and 23 are located in the far northwest corner of the developed farm structures. The north-south oriented gable roof cabins are each 16 x 24 feet long and divided into two equal rooms. They use typical framing with 2 x 4 inch studs at 2 feet on center. The roof framing is 2 x 4 inch rafters and 2 x 4 tie members also spaced at 2 feet on center. The exterior walls are made of 4 x 8 feet sheets of particle board nailed on top of continuous horizontal 1 x 8 inch boards. The cabins sit on individual 6 x 6 inch footings, three on the short sides and three on the long sides and down the middle. The walls and 2 x 6 inch floor joists, sit on (2) 2 x 6 inch members nailed together to form beams on both sides. Each cabin has two 2'6" x 6'6" doors and two windows on the east side. Bunkhouse 22 has one fixed 2 x 2 foot four light window and one 2 x 3 foot aluminum slider on the west side. Bunkhouse 23 has two 2 x 2 foot four light windows on the west side. The north and south end walls have no openings. The gable roofs have a 6:12 slope

and have asphalt shingles on top of continuous 1 x 6 inch boards attached to the roof rafters. The cabins also have 16 x 16 x 8 concrete block chimney flue located seven feet above the floor.

Physical Description: Outhouses

Two sets of double outdoor toilets, each with a pair of 2'0" x 6'0" high doors, are located near the large bunkhouse. The toilet sets are 4 x 6 x 7 feet high and made of simple wood framing. The exterior walls are 1 x 8 inch boards and 1 x 2 inch battens and the roofs are made of corrugated metal. Two diamond-shaped holes for a pole have been cut in the walls for easy relocation.



Fig. 24e. Outhouses.



Fig. 24f. South elevation.



Fig. 24g. Stove.

Evaluation of Significance

The bunkhouses are among the most significant contributing structures on the Suyematsu farm. They were created for First Nation workers that came from Canada to harvest crops on Bainbridge Island. There are few discrete bunkhouses remaining and the two types on the farm have maintained a high level of integrity.

Condition Assessment

The small bunkhouses are in danger of demolition by neglect. With minor replacement of failing structural members and replacement of weather protection in the form of new siding and roofing the bunkhouses can once again house visiting farm workers.

No. 25 Well House + No. 26 Shed

Chronology of Development and Use

Both the well house and the nearby storage shed were built c. 2000.



Fig. 25. SW elevation No.25.



Fig. 26. SW elevation. No.26.

Physical Description: Well house

The well house is 8 x 8 feet, walled on three sides and provides cover for the well head. The building has a concrete floor and is made of 2 x 4 studs 2 feet on center. It is clad with vertical ½" plywood panels and the joints are covered with 1 x 2 inch battens. The shed roof has a 6:12 slope and is covered with asphalt shingles.

Physical Description: Shed

The shed is 12 x 12 feet and walled on three sides with vertical spaced 1 x 6 slats on the south and mixed sizes of board and batten on the north and west. The shed roof is supported by four 4 x 4 posts that support 4 x 4 rafters at 4 feet on center. The sheet metal clad shed roof has a 2:12 slope.

Evaluation of Significance

The well house and shed fall outside of the period of significance and are not contributing structures.

No. 29 Berry Shed + No.30 Berry Shed



Fig. 27. NW elevation No.29.



Fig. 28. SW elevation. No.30.

Chronology of Development and Use

These sheds, located some distance from the primary farm buildings, were built c. 1940 to accommodate planting and harvesting activities.

Physical Description: Berry Shed No. 29

Berry Shed 29 is 10 x 10 feet and walled on three sides with vertical 1 x 6 boards and battens attached to 3 x 6 horizontal members located at the top bottom and middle of the wall. The 2:12 metal panel shed roof slopes up west to east and is held up by four quarter log portion posts set in each corner which support a structure of 2 x 4 joists spaced 2 feet on center.

Physical Description: Berry Shed No.30

Berry Shed 30 is 10 x 10 feet and walled on all sides with vertical 1 x 10 boards and 1 x 4 battens attached to 3 x 6 horizontal members located at the top bottom and middle of the wall. The north wall has a 5 foot opening at the mid-point of the wall. The 2:12 metal panel shed roof slopes up west to east and is held up by four quarter log portion posts set in each corner which support a structure of 2 x 4 joists spaced 2 feet on center.

Evaluation of Significance

Built before World War II, these are among the earlier structures on the farm.

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Part 3: Feasibility Study

The first section of the Suyematsu Farm Historic Structure Report tells the history of the Suyematsu family and their farm in the context of Japanese farming on Bainbridge island. The second section looks at the history, significance and condition of each remaining building. This third section discusses potential uses for the historic buildings and a framework for managing the property as both a working farm and an historic resource.

Objectives and Management

Since the City of Bainbridge Island purchased the Suyematsu Farm in 2000, it has continued to function successfully as a farm, managed by a 501(c)3 non-profit organization, Friends of the Farms (FOF). FOF manages the land and buildings, leasing specific areas to farmers for various crops. Some farmers sell their produce at a seasonal farm stand on the site. The property is also used for agricultural/heritage education programs for school groups, organized by another non-profit organization, Educulture.

Designating part of the farm as an historic area will involve new activities and management responsibilities. The primary objectives are:

- Continue to maintain an active, sustainable farm.
- Restore/rehabilitate and maintain the historically significant buildings and features and interpret their history for the benefit of and enjoyment by the general public.

The specific activities, both existing and new, fall into these same two categories:

Farming:

- Sustainable farming
- Farm support activities
- Agricultural sales and related activities
- Agricultural and environmental education
- Management of non-leased buildings and areas outside the historic area
- Construction of selected new structures in the historic area
- Recreation and public access (trails)

Historic Preservation and Interpretation:

- Preservation, restoration or rehabilitation of the historic buildings in accordance with the Secretary of the Interior's Standards
- Management of the historic area and maintenance of its buildings
- Historical interpretive exhibits and activities and heritage education

The increased breadth of activities requires an updated management framework, with a team of individuals and organizations with various skills who can work together to meet the objectives. Key components of this framework are:

- Oversight and coordination
- Management and leasing of farmlands
- Coordination of farm support activities, agricultural sales and related activities
- Management of non-leased areas outside the historic district
- Agricultural and environmental education
- Oversight of the preservation, restoration, rehabilitation and maintenance of the buildings in accordance with the Secretary of the Interior's Standards

Historical interpretation and education organizations that are already involved in the farm (FOF and Educulture) would be logical parties to continue their activities. Other local groups, such as the Housing Resources Board, the Bainbridge Island Metropolitan Park and Recreation District, or the Bainbridge Island School District, may also be appropriate partners for various activities.

The Historic Preservation Commission would review the building restoration/rehabilitation and the construction of new buildings. It would also provide guidance for the interpretive program. The Bainbridge Island Historical Society has demonstrated expertise in historical interpretation and education. Technical expertise in building restoration and rehabilitation would most likely be obtained through a contract with an experienced architect or builder.

Given the number and range of activities and organizations potentially involved, close monitoring and coordination by the City of Bainbridge Island will be necessary for a successful project.

Historic Resource Funding

While some revenue may be earned as the historic area develops, the initial work will probably be supported through grants and individual donations. Placing the farm on the local historic register may open up some funding opportunities, and listing some buildings in the National Register of Historic Places may provide more options. The barn is already listed in the Washington State Heritage Barn Register. Grant programs that may be appropriate for this purpose include:

- The Heritage Barn Rehabilitation Program, administered by the Washington Trust for Historic Preservation, provides competitive matching grants for the restoration of designated heritage barns such as the Suyematsu Barn.
- The Heritage Capital Projects Fund, administered by the Washington State Historical Society, provides grants to capital projects that preserve or interpret

Washington State's history. Funding is allocated by the state legislature and is very competitive. A match (cash and in-kind) is required.

- The Valerie Sivinski Washington Preserves Fund, administered by the Washington Trust for Historic Preservation, provides small grants for preservation of historic resources.
- The National Trust Preservation Fund, administered by the National Trust for Historic Preservation, provides grants for preservation planning and education/outreach. It does not include capital expenditures or repairs, but could cover interpretive planning or activities, especially innovative approaches or new audiences.

Foundations and other private sources, both local and national, , are also potential funding sources. The farm's close connection with Japanese-American history and its proximity to the Japanese American Exclusion Memorial give it a level of importance that may attract national publicity. The history of Filipino and Indian farmers and of First Nations workers may also bring broader attention to the restoration project.

Next Steps

- Develop a community-driven common vision for uses and activities at the Suyematsu property.
- Develop an overall management framework, identifying partners and roles.
- Develop agreements with appropriate partners.
- Develop a plan and timetable for restoration, rehabilitation and maintenance of the buildings, with possible funding sources.
- Amend the current lease held by FOF, particularly regarding maintenance of existing buildings and construction of additional buildings.
- Develop an interpretive plan, with possible funding sources.
- Consider seeking listing of some buildings in the National Register of Historic Places.

Potential Preservation Treatments

The National Park Service recognizes four treatment approaches for historic properties. The most appropriate and feasible approach is selected based on the property's significance, condition and future use.

- **Preservation** generally focuses on the ongoing maintenance and repair of historic materials and features rather than extensive replacement and new construction. Limited and sensitive upgrading of systems and other code-required work to make properties functional is appropriate.

- **Rehabilitation** also emphasizes the retention and repair of historic materials, but provides more freedom for replacement of materials if needed. It makes possible a compatible use for a property through repair, alterations, system upgrades and additions while preserving the features that convey its historical, cultural, or architectural values.
- **Restoration** focuses on the retention of materials from the most significant time in a property's history, while permitting the removal of materials from other periods. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate.
- **Reconstruction** is depicting, through new construction, the form, features, and detailing of an historic property that no longer exists, replicating its appearance at a specific period of time and in its historic location.

The National Park Service has published standards and guidelines for each treatment approach. These encourage responsible preservation practices and provide guidance and consistency to the work.

Below are recommendations regarding preservation approaches and future uses of buildings and other farm features. Building numbers are keyed to the attached map. The uses are summarized in the attached matrix.

Proposed Preservation Treatments and Building Uses

No. 1 Farmhouse

Potential Uses

The house lends itself well to several possible uses:

- Intern housing (until other housing is built)
- Interpretive exhibits about the farm, the house itself and the Suyematsu family
- Office space (living room addition)
- Classroom space (basement)

Preservation Treatment: Rehabilitation

The house is in generally good condition and can be rehabilitated for uses beyond the original residential use. Work has already begun on bringing it up to code to allow it to be used for housing for farm interns.

- Replace the aluminum windows in the original section of the house with the original wood windows (restored).
- Replace newer doors with original doors.

- Brace the stairway and bring it up to code.
- Inspect electrical and plumbing systems and bring up to code.
- Install insulation as needed.
- Complete deck on the south elevation with stairs to provide direct access to the rear addition.

The trees and other landscaping around the house, which are important to its historic character, would also be restored as appropriate.

No. 2 Barn

Potential Uses

Once it is restored, the barn will be a very suitable site for interpretive exhibits (including historic equipment) and presentations.

Preservation Treatment: Preservation

The barn is an important structure that is in very poor condition. The building has shifted on its foundation over time and has consequently twisted and deformed some of the pole structures. However, the original basic structural system is intact.

- Replace rotten foundation pole columns and beams need.
- Replace walls and framing as needed and install bracing.
- Reuse materials (such as existing siding, skirting, floor planks and barn doors) whenever possible.

No. 3 Furo (Japanese-style Bathhouse)

Potential Uses

The Suyematsu family had a *furo*, or Japanese-style bathhouse, which was probably built shortly after the construction of the house. It was demolished by 1975, when a packing shed was built on the site. A *furo* is an important feature of a Japanese home and an interpretive exhibit explaining its use and role in the culture could be developed in the vicinity.

Preservation Treatment: Interpretation

The use and meaning of the *furo* can be included in interpretive exhibits on the house.

No. 4 Workshop/Garage

Potential Uses

This unique building can be used for interpretation of farming activities and equipment, while continuing to be used as a workshop and storage area if needed.

Preservation Treatment: Preservation

This building is in good condition and needs only minimal repairs and maintenance.

No. 5 Woodshed/Storage Building

Potential Uses

This building can be used for interpretive displays and/or storage.

Preservation Treatment: Preservation

This building is in good condition and needs only regular maintenance.

No. 7 Shower Shed

Potential Uses

The shower shed is in good condition and could be used as a shower room again.

Preservation Treatment: Preservation

- Repair and level the foundation.
- Update plumbing and heating if needed.

No. 8 Dog Run

Potential Uses

Akio Suyematsu was well known to always have at least one dog on the farm, with a fenced dog run adjoining the house. Rebuilding this feature would be part of interpreting the house and farm activities.

Preservation Treatment: Reconstruction

- Reconstruct the fenced area.

No. 9 Gas Pump

Potential Uses

Once the Suyematsu began using tractors in the 1950s, the farm had its own gas tank and pump. It can be part of the interpretation of farming activities and equipment.

Preservation Treatment: Preservation

- Maintain as needed.

No. 10 Shed 1

Potential Uses

This building can be used for equipment storage, as it has been in the past.

Preservation Treatment: Preservation

- Maintain as needed.

No. 11 Loading Dock

Potential Uses

This earthen loading dock can be part of the interpretation of farming activities and equipment.

Preservation Treatment: Preservation

- Maintain as needed.

No. 12 Shed 2

Potential Uses

This building can be used for equipment storage, as it has been in the past.

Preservation Treatment: Preservation

- Maintain as needed.

No. 14 Spreader Shed

Potential Uses

This building can be used for equipment storage, as it has been in the past.

Preservation Treatment: Restoration

- Maintain as needed.

No. 17 Large Bunkhouse 1

Potential Uses

The bunkhouse, originally used for migrant work housing, would be rehabilitated to serve once again as housing.

Preservation Treatment: Rehabilitation

- Replace failing structural members.
- Replace siding and roofing as needed.
- Update as needed to meet codes.
- Re-use original materials where possible.

No. 18 Large Bunkhouse 2

Potential Uses

A second large bunkhouse, also built around 1950, has been demolished and would be rebuilt to be used as housing.

Treatment: Rebuilding

The new structure would not necessarily be a detailed reconstruction of the original bunkhouse, but would be compatible with the remaining bunkhouses.

Nos. 19 & 20 Outhouses

Potential Uses

One outhouse would be used in an interpretive exhibit about migrant housing on the farm. The other structures would be demolished.

Preservation Treatment: Restoration

- Restore to original appearance.

No. 21 Small Bunkhouse 1

Potential Uses

One of the small bunkhouses would be restored to its original condition to be used in an interpretive exhibit about migrant laborers on the farm.

Preservation Treatment: Restoration

- Restore to original appearance.

No. 22 Small Bunkhouse 2

Potential Uses

The bunkhouse would be rehabilitated to serve once again as housing.

Preservation Treatment: Rehabilitation

- Replace failing structural members.
- Replace siding and roofing as needed.
- Update as needed to meet codes.
- Re-use original materials where possible.

No. 23 Small Bunkhouse 3

Potential Uses

A third small bunkhouse, also built around 1950, has been demolished and would be rebuilt to be used as housing.

Treatment: Rebuilding

The new structure would not necessarily be a detailed reconstruction of the original bunkhouse, but would be compatible with the remaining bunkhouses.

No. 26 Storage Shed

Potential Uses

This shed, built about 1950, has been demolished, but a new building could be constructed to accommodate toilet facilities for the rehabilitated bunkhouses.

Preservation Treatment: Rebuilding

A detailed reconstruction may not be possible, since there may not be sufficient information about the original building and it may not be suitable for the new use. However, the new structure would be compatible with the bunkhouses.

No. 27 "Chico's" House

Potential Uses

This single-family house, built for one of the First Nations workers about 1950, has been demolished, but a new building would be constructed to accommodate shower facilities for the rehabilitated bunkhouses.

Preservation Treatment: Rebuilding

A detailed reconstruction may not be possible, since there may not be sufficient information about the original building and it may not be suitable for the new use.

However, the new structure would be in the same location and generally similar in appearance to the original.

No. 28 Berry Shed 1

Potential Uses

This building can be used for an interpretive display and/or storage.

Preservation Treatment: Preservation

- Repair and maintain as needed.

No. 29 Berry Shed 2

Potential Uses

This building can be used for storage.

Preservation Treatment: Preservation

- Repair and maintain as needed.

Suyematsu Farm Historic Property Management Plan

Structure	Name	Date	Condition	Eligible BHR	Contributing	Original Use	Proposed Use
1	Farmhouse	1929	Needs Updating	Yes	Yes	Residence	Intern Residence/Office/Education
2	Barn	1928	Needs Repair	Yes	Yes	Barn	Interpretive Display
3	Furo	c.1910	Demolished	No	No	Bath	Interpretive Display
4	Shed/Workshop	c.1910	Needs Repair	Yes	Yes	Workshop	Interpretive Display
5	Office/Storage	c.1930-40	Good	Yes	Yes	Office/Storage	Storage/Interpretive Display
6	Berry Shed/Cooler	c.1975	Good	No	No	Berry Picking	Relocation
7	Shower Shed	c.1940	Needs Repair	Yes	Yes	Shower Room	Shower Room
8	Dog Run	c.1950	Demolished	No	No	Dog Run	Rebuild
9	Gas Pump	c.1960	Dormant	No	Yes	Gas Pump	Interpretive Display
10	Shed 1	c.1950-60	Good	Yes	Yes	Shed/Storage	Shed/Storage
11	Loading Dock	c.1960	Good	Yes	Yes	Loading Dock	Interpretive Display
12	Shed 2	c.1930-40	Good	Yes	Yes	Shed/Storage	Shed/Storage
13	Shed 3	c.1975	Good	No	No	Shed/Storage	Shed/Storage
14	Spreader Shed	c.1950	Good	Yes	Yes	Shed/Storage	Shed/Storage
15	Backhoe Shed	c.1990	Good	No	No	Shed/Storage	Shed/Storage
16	Green Shop	c.1985	Good	No	No	Workshop	Workshop
17	Large Bunkhouse 1	c.1950	Needs Repair	Yes	Yes	Residence	Intern Residence
18	Large Bunkhouse 2	c.1950	Demolished	No	No	Residence	Rebuild/Intern Residence
19	Large Outhouses	c.1950	Needs Repair	No	No	Outhouses	Demolish
20	Small Outhouses	c.1950	Needs Repair	Yes	Yes	Outhouses	Sublime One/Interpretive Display
21	Small Bunkhouse 1	c.1950	Needs Repair	Yes	Yes	Residence	Repair/Interpretive Display
22	Small Bunkhouse 2	c.1950	Needs Repair	Yes	Yes	Residence	Repair/Intern Residence
23	Small Bunkhouse 3	c.1950	Demolished	No	No	Residence	Rebuild/Intern Residence
24	Well House	c.2000	Good	No	No	Well House	Well House
25	Storage Shed	c.2000	Good	No	No	Storage Shed	Storage Shed
26	Storage Shed	c.1950	Demolished	No	No	Storage Shed	Rebuild/Intern Toilets
27	Chord's House	c.1950	Demolished	No	No	Residence	Rebuild/Intern Showers
28	Berry Shed 1	c.1940	Needs Repair	Yes	Yes	Storage	Storage/Interpretive Display
29	Berry Shed 2	c.1940	Needs Repair	Yes	Yes	Storage	Storage

EXHIBIT D

INSURANCE REQUIREMENTS

A. Insurance Term

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

B. No Limitation

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

C. Minimum Scope of Insurance

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

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

D. Minimum Amounts of Insurance

The Property Manager shall maintain the following insurance limits:

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

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

E. Other Insurance Provision

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

F. Acceptability of Insurers

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

G. Verification of Coverage

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

H. Notice of Cancellation

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

I. Failure to Maintain Insurance

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

J. City Full Availability of Property Manager Limits.

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



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 20 Minutes

AGENDA ITEM: (7:25 PM) Consider Options Related to Historic Preservation - Executive,

SUMMARY: The City of Bainbridge Island had a Historic Preservation Commission (HPC) for many years until 2024, when all members of the Historic Preservation Commission (HPC) resigned. In order to continue historic preservation functions, the City Council placed the HPC on hiatus and assigned certain key functions to the Planning Commission. To develop a long-term plan, on March 11, 2025, the City Council directed that the City deactivate the HPC and develop additional legislation as needed. The City received suggestions that the City retain the Historic Preservation Commission from the Bainbridge Island History Museum. City staff met with History Museum staff to clarify the suggestions. The information was presented to the City Council at a Study Session on June 17, 2025 at which time Council forwarded the topic to a future business meeting.

Staff has identified and Council has discussed three options:

1. Deactivate the Historic Preservation Commission and assign historic preservation functions in the Bainbridge Island Municipal Code to the Planning Commission.
2. Retain the Historic Preservation Commission and consider elimination of some historic preservation programming based on suggestions from the Bainbridge Island History Museum.
3. Deactivate the Historic Preservation Commission, eliminate some historic preservation programming based on suggestions from the Bainbridge Island History Museum, and assign remaining functions to the Planning Commission.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to direct the City Manager to take the necessary steps and develop appropriate legislation to address historic preservation at the City of Bainbridge Island:

(1) by deactivating the Historic Preservation Commission and assigning all functions previously accomplished by the HPC to the Planning Commission.

or (2) by retaining the Historic Preservation Commission and making some programmatic changes and reductions as suggested by the History Museum.

or (3) by deactivating the Historic Preservation Commission, making some programmatic changes and reductions as suggested by the History Museum, and assigning remaining functions to the Planning Commission.

COMMUNITY ENGAGEMENT AND OUTREACH:

Meetings with Bainbridge Island History Museum staff and members; meetings of the Planning Commission and City Council.

FISCAL IMPACT:

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

BACKGROUND: The most recent Council discussion of next steps regarding historic preservation was on March 11, 2025. After that discussion, the Bainbridge Island History Museum provided some suggestions to City staff that would retain the Historic Preservation Commission and narrow the programming related to historic preservation.

The three options are summarized in the attached table. Options 2 and 3 include the approach suggested by the History Museum, which eliminates certain aspects of the current historic preservation program.

ATTACHMENTS:

[HPC Options Table for CC](#)
[Presentation - HPC options for CC.pdf](#)

Historic Preservation Functions at the City of Bainbridge Island

Program or service area	Option 1 - deactivate Historic Preservation Commission; transition functions to Planning Commission (PC)	Option 2 - retain Historic Preservation Commission; reduce scope	Option 3 - deactivate Historic Preservation Commission; reduce scope; transition remaining functions to PC
Historic Preservation Commission	Deactivate HPC	Maintain HPC	Deactivate HPC
Certified Local Government status	Decertify as CLG	Maintain CLG status	Decertify as CLG
Utilize State Office of Historic Preservation technical and state grant resources	Not available	Available; requires City staff support	Not available
Local review board for the special valuation of historic properties	Discontinue	Maintain	Discontinue
National Register nominations	Maintain program	Maintain program	Maintain program
Local register program	Maintain program	Maintain program	Maintain program
Register eligible program	Maintain program	Discontinue For demolition of register eligible properties, HPC would invite owner to a voluntary meeting to discuss alternatives	Discontinue For demolition of register eligible properties, PC would invite owner to a voluntary meeting to discuss alternatives
Heritage property program - Bainbridge Island specific designation	Maintain this local honorary list and accept new recommendations	Option presented to discontinue or maintain this local program	Option presented to discontinue or maintain this local program
Historic island farm property program - Bainbridge Island specific designation	Maintain this local honorary list and accept new recommendations	Option presented to discontinue or maintain this local program	Option presented to discontinue or maintain this local program
Review proposed changes to local register properties	Maintain	Maintain	Maintain
Review proposed changes to exterior of specific Fort Ward buildings	Maintain	Maintain	Maintain
Coordinate w/DRB when register eligible and local register properties are subject to design review	Maintain	Maintain for register properties	Maintain for register properties
Provide review and SEPA comments when applicable	Maintain program	Maintain program	Maintain program
Heritage tree register	Maintain	Option presented to discontinue or maintain	Option presented to discontinue or maintain
Review suggestions for city road end historical signage	Maintain program	Maintain program	Maintain program
Meet regularly	PC meets twice/month, Historical items discussed as-needed	Quarterly (or as needed)	PC meets twice/month, Historical items discussed as-needed
Function as City advisory group (OPMA, PRR, Ethics, etc.)	Maintain	Maintain	Maintain



**CITY OF
BAINBRIDGE ISLAND**

Prepared for:
*City Council Regular
Business Meeting*

June 17, 2025

Options for Historic Preservation Function

Today's Discussion

1

Overview

2

Options for
Next Steps

Overview of Historic Preservation Function at City of Bainbridge Island

Historic Preservation Function Context

- City of Bainbridge Island has been a [Certified Local Government](#) since 2004
 - Access to funding, technical assistance and associated benefits
 - Must have a qualified Historic Preservation Commission, protect historic properties, maintain an inventory, and facilitate public participation
- Maintaining the Historic Preservation Commission requires eligible and interested volunteers and staff support

Historic Preservation Discussions in 2024 and 2025

- Historic Preservation Commission (HPC) placed on hiatus (Q2 2024)
- Reassigned some functions to Planning Commission (Q2 and Q3 2024)
 - Maintain or improve levels of service related to historic structures
 - No changes expected to historic preservation criteria, standards or definitions
- Decided to deactivate HPC (Q1 2025)
- Received suggestions and offers of support from Bainbridge Island History Museum (Q2 2025)
 - Maintain HPC as City commission
 - Will help identify volunteers for HPC
 - Suggested some reductions in programming for consideration

Options for Next Steps

OPTION 1

Deactivate HPC; move current functions to Planning Commission

- Aligns with prior Council direction
- Maintains local programming
- City will no longer be Certified Local Government
- Planning Commission to add functions related to local register, heritage properties, historic farms, etc.
- Subject matter support from consultant and staff

OPTION 2

Retain HPC; reduce scope

- Responds to input from History Museum
- Relies on identifying at least five qualified residents who wish to volunteer
- Discontinues some local programming
- City will maintain Certified Local Government status
- Subject matter support from HPC and staff

OPTION 3

Deactivate HPC; reduce scope; move remaining functions to Planning Com.

- Aligns with prior Council direction
- Discontinues some local programming
- City will no longer be Certified Local Government
- Planning Commission will add some, but not as many, new functions
- Subject matter support from consultant and staff

Next Steps

- Receive Council direction
- Staff will prepare and bring back appropriate legislation



Lynwood Center 1950



Battle Point Transmitter Station

Thank you



**CITY OF
BAINBRIDGE ISLAND**

Submitted by:

*Ellen Schroer, Deputy City
Manager*

Contact info:

eschroer@bainbridgewa.gov



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:45 PM) Adopt Resolution No. 2025-17 Approving the Home Compostable Disposable Food Service Ware Product List for 2026 - Executive,

SUMMARY: A 2026 Home Compostable Disposable Food Service Ware Product List was developed by City staff based on the availability, cost, and performance criteria outlined in Ordinance No. 2023-23 and the 2024 Home Compostable Disposable Food Service Product List. The City is recommending the following changes for the 2026 Home Compostable Disposable Food Service Product List:

- Add burrito bowls as an increase in companies now create burrito bowls at competitive prices to alternatives
- Remove hot beverage cups as the price has increased and is no longer within the 15% range as outlined by the methodology

AGENDA CATEGORY: Resolution

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to adopt Resolution No. 2025-17 to approve a Home Compostable Disposable Food Service Ware Product List for 2026.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: In November 2021, the City Council adopted changes to Chapter 8.24 of the Bainbridge Island Municipal Code (BIMC) to reduce single-use plastic waste associated with retail food and lodging establishments, which took effect on January 1, 2023. On September 12, 2023 the City Council adopted Ordinance No. 2023-23 amending Chapter 8.24 of the Bainbridge Island Municipal Code to reflect challenges with implementation of BIMC 8.24 per feedback from the local business community and City staff. Ordinance No. 2023-23 amending BIMC Chapter 8.24 calls for the City Manager or their designee to establish a list of home compostable disposable food service ware items that are required for City Council review and adoption each year. A 2024 Home Compostable Disposable Food Service Ware Product List was developed by City staff based on the availability, cost, and performance criteria outlined in Ordinance No. 2023-23 and was passed by the City Council on November 28, 2023.

In September 2025, staff reviewed the 2026 home compostable disposable food service ware product list using the methodology previously approved by the City Council. They concluded there have been changes in product

availability, cost, or performance since the previous review period. Staff recommends the following changes to the product list for 2026:

- Add burrito bowls - an adequate number of companies produce burrito bowls at competitive prices to alternative
- Remove hot beverage cups as prices have increased and are no longer within the 15% range as outlined by the methodology

ATTACHMENTS:

[Memorandum - 2026 Home Compostable Disposable Food Service Ware Product List.pdf](#)

[Resolution 2025-17 Home Compostable Disposable Food Service Ware Product List for 2026.pdf](#)



Date: September 15, 2025
To: City Council, Blair King, City Manager
From: Adam Nebenzahl, Management Analyst

Subject: 2026 Home Compostable Disposable Food Service Ware Product List

Executive Summary:

Staff reviewed the list of home compostable products available, which was based on the methodology approved by the City Council in 2023. The methodology document is attached to this memorandum. After considering current BPI-certified products in terms of their availability, cost, performance, and real life situations, Staff recommends the following be made to the product list for 2026:

- Add burrito bowls as an increase in companies now create burrito bowls at competitive prices to alternatives
- Remove hot beverage cups as the price has increased and is no longer within the 15% range as outlined by the methodology

Overview:

In 2023, the City Council passed Ordinance 2023-23, which amended BIMC Chapter 8.24. This ordinance requires the City Manager or their designee to establish a list of home compostable disposable food service ware items that are required for review and adoption by the City Council each year. Subsequently, City staff developed a 2024 and 2025 home compostable disposable food service ware product list based on the availability, cost, and performance criteria outlined in Ordinance 2023-23. These lists were approved by the City Council in 2023 and 2024, respectively.. On November 28, 2023, the City Council passed Resolution 2023-11, approving a home compostable disposable food service ware product list for 2024.

In September, Staff reviewed the home compostable disposable food service ware product list for 2026 using the methodology previously approved by the City Council. The following changes are being proposed based on availability, cost, performance, and real life situations:

- Remove serving tongs as catering companies use reusable serving tongs and not disposable single-use

- Add burrito bowls as an increase in companies now create burrito bowls at competitive prices to alternatives
- Remove hot beverage cups as the price has increased and is no longer within the 15% range as outlined by the methodology

Therefore, Staff recommends the following products for the 2026 Home Compostable Disposable Food Services Ware Product List

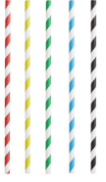
Image	Product	Image	Product
	Burrito Bowls		Food boxes/folded paper takeout boxes with PLA lining
	Clamshells		Food contact paper/wax paper
	Cup sleeves		Napkins
	Cone cups		Pizza boxes (takeout)
	Cutlery (<i>forks, knives, spoons, chopsticks, including paper-bundled sets</i>)		Platters (large oval plates)
	Drinking straws		Salad bowls

Image	Product	Image	Product
	Stirrers		Tasting Spoons
	Takeout/catering trays/breakfast platters (multiple compartments or one large compartment)		



CITY OF
BAINBRIDGE ISLAND

**Proposed Home Compostable Food Service Ware
Products for 2026**

September 15, 2025

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Summary

Per Ordinance No. 2023-24, the City will “establish a list of home compostable disposable food service ware items that are required to be provided” by retail food establishments in the City of Bainbridge Island. The City intends to review and update this product list on an annual basis to reflect market changes and public feedback. To identify criteria to be used to evaluate products for inclusion in a list, the City reviewed requirements and associated research from other municipalities and government organizations with similar requirements for retail food service establishments (See Appendix A).

Specifically, City staff reviewed the requirements for reducing single-use plastic waste in a retail food establishment setting from the following organizations and municipalities:

- Washington State Department of Ecology
- City of Seattle
- City of Bellingham
- San Mateo County
- City of Berkeley

Based on a review of these requirements, the City used the following criteria to evaluate food service ware products required in a home compostable format:

- Availability – Products with at least two manufacturers that currently make suitable and readily commercially available home compostable alternatives.
- Cost – Products with a home compostable version that costs no more than 15% compared to the industrial compostable equivalent (based on a range of product sizes and costs).
- Performance – Products that meet Department of Ecology PFAS Alternative assessments leak and grease resistance standards and/or have been evaluated by City staff in terms of the number and type of complaints received from local businesses regarding home compostable product deficiencies that may cause harm to people or property.

Staff then developed a list of proposed products for inclusion in the initial, Phase 1, list based on these criteria and a review of disposable food service ware items typically used on Bainbridge Island. A recommended list of 16 products reviewed using the described methodology is provided in Table 1. This list was developed based on a review of:

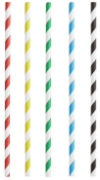
- two Department of Ecology (“Ecology”) assessments, [Per- and Polyfluoroalkyl Substances in Food Packaging Alternatives Assessment](#), [Safer Alternatives to PFAS in Food Packaging](#), and
- available product manufacturers,
- product cost comparisons, and
- complaints, relevant to the defined performance criterion, received from Bainbridge Island businesses.

Please note: this list is not comprehensive but was developed through staff research. Other brands and products may exist that are not accounted for in this document.

Staff proposes that the Phase 1 list of products identified in Table 1 be effective for one year (through December 31, 2026) with updates for review and approval by City Council developed within 10 months of adoption of the list.

Table 1. List of recommended products proposed for required home compostable food service ware products in 2026.

Image	Product	Image	Product
	Beverage cups (for hot beverages only)		Napkins
	Burrito Bowls		Pizza boxes (takeout)
	Clamshells		Platters (large oval plates)
	Cup sleeves		Salad bowls
	Cone cups		Stirrers
	Cutlery (forks, knives, spoons, chopsticks, including paper-bundled sets)		Takeout/catering trays/breakfast platters (multiple compartments or one large compartment)

Image	Product	Image	Product
	Drinking straws		Tasting spoons
	Food boxes/folded paper takeout boxes with PLA lining		Serving tongs
	Food contact paper/wax paper		

Products Reviewed for Inclusion in the Home Compostable Product List

Staff reviewed 43 disposable food service ware products that are commonly found at retail food establishments on Bainbridge Island. These products were evaluated using the availability, cost and performance criteria, as summarized in Table 2. Items in bold italics are recommended for inclusion in the initial list of required home compostable food service ware products.

Table 2. Analysis of products proposed for inclusion in the City's list of required home compostable food service ware products in 2026.

Color Legend	Meets criteria	Does not meet criteria	Unknown, Not Applicable
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Product	Home compostable options available from at least two manufacturers?* (Y/N)	Home compostable version in the approved cost range? (Y/N)	Performance/ durability complaints received from businesses?** (Y/N)	Meets DOE performance standards? (Y/N)
Bakery packaging (pop-up boxes, bakery boxes with see-through film)	Y	N	N	N/A
Beverage cups	Y	N	N	N/A
Beverage cup lids	N	Y	N	N/A
Burrito bowls	Y	Y	N	N/A
Burrito bowl lids	N	Y	N	N/A
Clamshells	Y	Y	N	N/A
Cone cups	Y	Y	N	Y (grease) Y (leak)
Chopsticks	Y	Y	N	N/A
Cup sleeves	Y	Y	N	Y (grease) N (leak)
Cutlery sets (paper-bundled)***	Y ⁺	Y	N	N/A
Drinking straws	Y	Y	N	N/A
Food boat trays	Y	N	N	N/A
Food boxes/folded paper takeout boxes with PLA lining	Y	Y	N	N/A
Food contact paper/wax paper	Y	Y	N	Y (grease) N (leak)
Forks	Y ⁺	Y	N	N/A
Fry cups	Y	N	N	N/A
Knives	Y ⁺	Y	N	N/A
Lunch trays (flat tray, no lid)	N	Y	N	N/A

Product	Home compostable options available from at least two manufacturers?* (Y/N)	Home compostable version in the approved cost range? (Y/N)	Performance/ durability complaints received from businesses?** (Y/N)	Meets DOE performance standards? (Y/N)
Miniware (3.5 inches or smaller plates)	N	Y	N	N/A
Napkins	Y ⁺	Y	N	N/A
Open top hot food containers	Y	N	Y	N (grease) N (leak)
Open top hot food container lids	Y	N	Y	N/A
Open top cold food container	Y	N	N	N/A
Open top cold food container lids	Y	N	N	N/A
Pizza boxes (takeout)	Y	Y	N	N (grease) Y (leak)
Plates	Y	Y	N	N (grease) N (leak)
Platters (large oval plates)	Y	Y	N	N/A
Salad bowls	Y	Y	N	N/A
Salad bowl lids	N	Y	N	N/A
Sandwich containers	N	N/A	N	N/A
Serving utensils (spoon and fork)	N	Y	N	N/A
Single serving bowls (soups, salads, desserts, etc.)	Y	Y	N	N (grease) Y (leak)
Soda spoons for thick drinks	N	N/A	N	N/A
Souffle cups for condiments	Y	Y	Y	N (grease) Y (leak)
Souffle cups for ice cream	Y	N	N	N/A
Souffle cups for hot foods	Y	N	N	N/A
Souffle cup lids	N	N	N	N/A
Spoons	Y ⁺	Y	N	N/A
Stirrers	Y ⁺	Y	N	N/A
Takeout/catering trays/breakfast platters (multiple compartments or one large compartment)	Y	Y	N	N/A
Takeout/catering tray/breakfast platter lids	N	Y	N	N/A
Tasting spoons	Y	Y	N	N/A

*Per the criteria outlined in BIMC 8.24.

**Only those complaints received from businesses through August 31, 2025, that related to functionality and could result in harm to property or people were listed in this evaluation.

***Note that [RCW 70A.245.080](#) prohibits plastic-bundled disposable utensils, effective January 1, 2022.

Products sold where the bundled container is made of paper are allowed.

**Products made with natural fibers and PFAS free are available. However, BPI does not certify these products because they are made of natural wood. Thus, they are considered to meet the home compostable standard for the City with a caveat that these items must be made of natural fibers and PFAS free.*

Recommendation for Required Home Compostable Food Service Ware Products

Based on the review of criteria in Table 2, Staff recommends 16 products for the initial list of disposable food service ware items required in a home compostable form, as listed in Table 3.

Note: Per BIMC 8.24, if a bioplastic disposable food service ware product is certified by [OK Compost HOME](#), it is also acceptable.

Table 3. List of recommended products, with reasoning, proposed for the City's list of required home compostable food service ware products in 2026.

Image	Product	Reasoning
	Burrito Bowls	Burrito bowls meet all three product criteria
	Clamshells	Clamshells meet all three product criteria.
	Cup sleeves	Cup sleeves do not meet all three product criteria (they did not pass the Ecology leak resistance review). However, because these sleeves serve as a layer on the outside of a cup, and their intended purpose is not to prevent leaks, they are recommended for inclusion in the list of home compostable products.
	Cone cups	Cone cups, typically used for iced desserts and water, meet all three product criteria.
	Cutlery (<i>forks, knives, spoons, chopsticks including paper-bundled sets</i>)	Cutlery (forks, knives, spoons, chopsticks, including paper-bundled sets) meets all three product criteria. However, there is no BPI or other third-party certification for natural wood utensils, per the criteria outlined in BIMC 8.24. Because third parties do not certify natural wood, staff recommends a requirement for cutlery that is made of natural fibers and PFAS free.

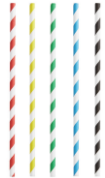
Image	Product	Reasoning
	Drinking straws	Drinking straws meet all three product criteria.
	Food boxes/folded paper takeout boxes with PLA lining	Food boxes/folded paper takeout boxes with PLA lining meet all three product criteria.
	Food contact paper/wax paper	Food contact paper/wax paper does not meet all product criteria (they did not pass the Ecology leak resistance review). However, the intended purpose of these products is not to prevent leaks, but to provide grease resistance and/or provide a layer of protection between the customer and food. Thus, this product is recommended for inclusion on the product list.
	Napkins	Napkins meet all three product criteria.
	Pizza boxes (takeout)	Pizza boxes (takeout) do not meet all product criteria (they did not pass the Ecology grease resistance review). However, the allowance for the use of aluminum foil for hot foods in BIMC 8.24, and the availability of home compostable food contact paper, is anticipated to provide sufficient grease resistance. <u>Note</u> : the requirement for home compostable pizza boxes only applies to takeout pizza and not take-and-bake pizza boxes with a see-through window.

Image	Product	Reasoning
	Platters (large oval plates)	Platters (large oval plates) meet all three product criteria.
	Salad bowls	Salad bowls meet all three product criteria. <u>Note</u> : this does not include lids for to-go salad bowls.
	Serving tongs	Serving tongs meet all three product criteria.
	Stirrers	Stirrers meet all three product criteria. However, there is no BPI or other third-party certification for wood utensils, per the criteria outlined in BIMC 8.24. Because third parties do not certify natural wood, staff recommends a requirement for wood stirrers that are made of natural fibers and PFAS free.
	Takeout/catering trays/breakfast platters (multiple compartments or one large compartment)	Takeout/catering trays/breakfast platters (multiple compartments or one large compartment) meet all three product criteria. <u>Note</u> : this includes molded fiber breakfast platters that were temporarily exempted through December 31, 2023.
	Tasting spoons	Tasting spoons meet all three product criteria.

BPI Certification and Previous Exemption Gaps

BIMC 8.24 currently requires that products meet three key criteria to qualify as “home compostable”:

1. Comprised of a natural fiber and/or certified by [OK Compost HOME](#), and
2. Free of all intentionally added fluorinated chemicals (PFAS-free), and
3. Certified by the Biodegradable Products Institute (BPI) and/or eligible to be accepted for recycling by the primary recycling collection hauler offering service to Bainbridge Island residents or businesses.

There are some items for which there is no BPI certification currently available. In such cases, staff recommends that products are required to be made of natural fibers and PFAS-free. This includes the following items from the proposed list of home compostable products for 2026: cutlery, drinking straws, napkins, and stirrers. All these items can be composted when made from a natural fiber as defined in BIMC 8.24.

Five products on this list were previously approved for temporary exemptions to the home compostable requirements through the end of 2023: cold (clear plastic) beverage cups, salad bowls, natural wooden utensils (fork, knife, spoon), paper straws, and natural wooden stirrers. Cold cups and salad bowls were exempted due to stated business needs for clear, see-through containers for which there are currently no products available that meet the City’s home compostable standards. In this assessment, staff considered that both hot and cold beverages could be served in non-see through, home compostable cups, which are readily available and meet all three product criteria. Likewise, non-see-through home compostable salad bowls are readily available and meet all three product criteria.

Natural wooden utensils, paper straws, and natural wooden stirrers were previously exempted because they are made of natural products that are home compostable but are not currently eligible for certification by BPI. Staff recommends that these items, be included in the list of home compostable products for 2026, with a note that they only need to be made of natural fibers and PFAS-free.

Timing for Implementation of Phase 1 Product List Requirements

Upon adoption of the home compostable product list by the City Council, implementation of the new requirements will begin on the first of January of the following calendar year. This will allow time for City staff to conduct outreach to local businesses about new product requirements and for businesses to plan accordingly. Staff will analyze single-use food service ware items on a yearly basis and propose updates to add or remove products from the home compostable product list based upon a review of the three product criteria (availability, cost, and performance) and any new requests or complaints received from local businesses. The City Council will review and approve a new iteration of the home compostable product list on an annual basis.

Appendix A: Proposed Methodology for Evaluating Home Compostable Food Service Ware Products

Proposed Methodology for Evaluating Home Compostable Food Service Ware Products: Phased Approach

May 24, 2023

SUMMARY

The City is considering a phased approach to the implementation of home compostable, disposable food service ware products required for use by retail food establishments. To determine what criteria will be used to evaluate products for inclusion in a phased list, the City reviewed requirements and associated research from other municipalities and government organizations with similar requirements for retail food service establishments.

Specifically, City staff reviewed the requirements for reducing single-use plastic waste in a retail food establishment setting from the following organizations and municipalities:

- Washington State Department of Ecology
- City of Seattle
- City of Bellingham
- San Mateo County
- City of Berkeley

Based on a review of these regulations, City staff recommends using the following criteria to develop a list of required home compostable products in a phased approach:

- Availability – Products with at least two manufacturers that currently make suitable and readily commercially available home compostable alternatives.
- Cost – Products with a home compostable version that costs less than 15% more than the industrial compostable equivalent (based on a range of product sizes and costs).
- Performance – Products that meet Department of Ecology PFAS Alternative assessments leak and grease resistance standards and/or have been evaluated by staff in terms of the number and type of complaints received from local businesses (i.e., product failures that may cause harm to people or property).

Staff found that no other organization is doing the same phased approach for home compostable food service ware as the City. Therefore, the City's methodology is based on best practices taken from these organizations.

REVIEW OF OTHER POLICIES & REGULATIONS

Washington State Department of Ecology PFAS Alternative Assessments

The Department of Ecology (“Ecology”) began the process of banning food packaging containing Per- and Polyfluorinated Substances (PFAS) in phases. As of February 2023, wraps, plates, food boats, and pizza boxes used in Washington State were required to be PFAS free. Beginning in May 2024, the following items were required to be PFAS free: bags and sleeves, bowls, flat service ware, including items like plates and trays; open-top containers, including items like French fry carton and food cups; and closed containers, including items like clamshells. Ecology chose these products through two assessments, [Per- and Polyfluoroalkyl Substances in Food Packaging Alternatives Assessment](#), published in 2021, and [Safer Alternatives to PFAS in Food Packaging](#), published in 2022. These assessments looked at the availability, cost, and performance of products. Table 1 provides a summary of how Ecology defined each criterion in both assessments, per staff review of those published assessments.

Table 1. Summary of Availability, Cost and Performance Assessments for Ecology

Availability	Cost	Performance
Assessment 1: Readily available and cost comparable for the end-users of those food packaging products.	Assessment 1: 10% or less threshold than a product containing PFAS.	Assessment 1: Ecology looked at the ability of a product to resist the permeation of grease through a substrate as evidenced by a reduction or lack of spotting, staining, or spreading; and the ability of a product to resist grease or other fluid by either reduced permeation and transfer through the substrate, or the ability to resist leaks through folds or seals (e.g., in folded paperboard products).
Assessment 2: Looked at the alternative substances manufacturers use in place of PFAS in the food packaging applications under investigation. They also continued to look for reports or other evidence of industry concerns about the supply of any alternative substances.	Assessment 2: 15% or less threshold than a product containing PFAS.	Assessment 2: Ecology used the following questions to determine if the alternative substances being evaluated could be used to make products that meet their performance standards: 1. Is the alternative being used for the same or a similar function? 2. Is the alternative available on the commercial market? 3. Do promotional materials state the alternative provides the desired function?

City of Seattle

The City of Seattle requires all food service businesses to use recyclable or compostable packaging and service ware alternatives to all disposable food service ware unless temporarily exempted by their [Director’s rule](#). This applies to all food service businesses, including restaurants, grocery stores, delis, coffee shops, food trucks, and institutional cafeterias. In addition, businesses with customer disposal stations where customers discard single-use packaging must provide options to collect recyclable and compostable packaging in clearly labeled bins and these businesses must sign up for composting and recycling service offered by a collection service provider. City staff contacted City of Seattle staff to discuss how and if they

evaluated availability, cost, and performance as factors in the passage of their ordinance. Their use of these factors is summarized in Table 2.

Table 2. Review of Availability, Cost and Performance Criteria for the City of Seattle

Availability	Cost	Performance
The City does not look specifically at the number of manufacturers and vendors creating compostable disposable food service ware. They utilize relationships with vendors, manufacturers, and distributors to understand the market of industrial compostable products before requiring products to be compostable.	Cost was discussed during the original ordinance passing in 2010 but no longer is considered when determining temporary exemptions.	The City utilizes relationships with vendors, manufacturers, and distributors to understand the specifications of products and ensure that they meet certain standards (heat resistance, grease resistance, etc.) before requiring products to be compostable.

City of Bellingham

The City of Bellingham adopted an ordinance in 2022 prohibiting retail establishments from selling or providing food and beverage for consumption on or off the premises in or with single-use plastic food service products. Prepackaged foods in plastic packaging may continue to be sold by food service establishments. Establishments are encouraged to use bulk dispensers for condiments and sauces. Reusable package systems that employ products made of durable plastic and/or other materials that are intended for and capable of being reused are not prohibited by the ordinance. Staff reached out to the City of Bellingham and their partner, Sustainable Connections, to see if they considered any specific criteria regarding product availability, cost, performance to develop their requirements but did not receive a response.

City of Berkeley

The City of Berkeley passed an ordinance allowing disposable service ware for “to-go” orders, but all take-out service ware must be BPI-Certified Compostable. Additionally, no single-use petroleum plastic is allowed. City staff contacted City of Berkeley staff to discuss how and if they evaluated availability, cost, and performance as factors in the passage of their ordinance. Their use of these factors is summarized in Table 3.

Table 3. Review of Availability, Cost and Performance Criteria for the City of Berkeley

Availability	Cost	Performance
City ordinance specifically calls out BPI-certified products, offering a wide variety of products that does not limit ordinance implementation. The City did not conduct any research prior to implementation regarding the number of manufacturers or vendors available.	City ordinance allows the business owner to charge a \$0.25 fee for each cup/container to recoup the increased cost of purchasing the BPI certified compostables. The County offers a waiver for temporary exemption which includes an option for economic hardship and lack of available compostable alternatives. The City did not consider a cost increase threshold in developing the BPI-Certified Compostable requirements.	The City did not conduct any performance testing of products prior to implementation. City Council visited businesses to better understand their needs and to assess how different business operations required different shapes and sizes of service ware. Ultimately, the City decided BPI-certification set a suitable minimum level of performance requirement for implementation.

San Mateo County

The County of San Mateo passed an ordinance in 2020 requiring the use of natural fiber-based, compostable materials in unincorporated areas:

- Required for disposable plates, bowls, cups, food trays/boats, hinged/lidded containers, boxes, deli containers, and other containers. These fiber items must be PFAS free. Compostable plastic lining (only) is okay for the above items, but must be approved by BPI, CMA, or another 3rd party approved by the County.
- Required for the following disposable side items (a.k.a. accessories) and their packaging, if any: straw, stirrers, utensils, cocktail/toothpicks.

That ordinance prohibited the use of plastic for most disposable food ware:

- Disposable food ware made from traditional plastic (petroleum-based) or compostable plastic (a.k.a. bioplastics, PLA, etc.) are not allowed.
- No Styrofoam.
- Accessories distributed upon request and/or at dispense that dispense one item at a time. Refillable condiment dispensers are allowed.
- Accessories cannot be bundled.

City staff contacted County of San Mateo staff to discuss how and if they evaluated availability, cost, and performance as factors in the passage of their ordinance. Their use of these factors is summarized in Table 4.

Table 4. Review of Availability, Cost and Performance Criteria for the County of San Mateo

Availability	Cost	Performance
The County did not look specifically at the number of manufacturers and vendors creating disposable food service ware. They looked at general availability of products from websites like worldcentric.com .	The County did not analyze cost when passing their ordinance. They review cost considerations in reviewing requests for exemptions from impacted businesses.	The County did not analyze performance when deciding which products must be fiber based. They hired an educational consultant to work with businesses to find alternatives before submitting an exemption request.

CITY OF BAINBRIDGE ISLAND EVALUATION AND RECOMMENDED METHODOLOGY

Based on an evaluation of other municipal waste reduction/pollution prevention regulations related to retail food establishments, City staff recommends using the following criteria to develop a list of required home compostable products in a phased approach:

- Availability – how many manufacturers are currently producing a home compostable version of a food service ware item?
- Cost – How much is the increase in cost to switch from an industrial compostable product to a home compostable version?
- Performance – Does the home compostable food service ware product support its intended use or are there functional problems with the products available (e.g., are they leak resistant; can they withstand extreme temperatures/heavy, wet, oily foods.)?

Below is a proposed definition for each of these criteria.

Availability

BIMC 8.24 currently requires all disposable food service ware to be home compostable. Exemptions are only granted where there are not at least two vendors that make suitable and readily commercially available home compostable alternatives to the disposable food service item for which the exemption is being sought. Staff recommends using similar criteria to evaluate the availability of home compostable products for inclusion in a phased list. Specifically, availability would be defined as products with at least two manufacturers that currently make suitable and readily commercially available home compostable alternatives.

Cost

Staff have received feedback from businesses that home compostable products can cost 100% more compared to non-home compostable products. Staff recommends that cost be a criterion in evaluating home compostable products for inclusion in a phased list. Specifically, any product with a home compostable version that costs less than 15% more than an industrial compostable equivalent (based on a range of product sizes and costs) will be considered as viable for purchase. Staff support this approach for two reasons. First, this decision aligns with Ecology's

assessment. Second, the ordinance requires that any product that is not home compostable must either be industrial compostable or eligible to be accepted for recycling by the primary collection hauler offering service to Bainbridge Island residents of businesses. Therefore, comparing products between home compostable and industrial compostable is the preferred alternative.

Performance

Staff have received feedback from businesses that certain home compostable products are not leak resistant to extreme temperatures and particularly wet, dense, and/or oily foods. Staff recommends that performance be a criterion in evaluating home compostable products for inclusion in a phased list. Specifically, staff recommends including products that meet the Department of Ecology PFAS Alternative assessments level of leak and grease resistance. Additionally, staff recommend the City consider the number and types of complaints about product performance in evaluating home compostable product performance (i.e., product failures that may cause harm to people or property).

Appendix B: Review of Product Availability – List of Manufacturers for Home Compostable Products

Note: This list is not comprehensive but was developed through staff research. Other brands and products may exist that are not accounted for in this table.

Table 4. List of manufacture availability of products proposed for the City’s list of required home compostable food service ware products in 2026.

Product	Number of manufacturers	Manufacturers
Bakery packaging (pop-up boxes, bakery boxes with see-through film)	4	Eco-Products, World Centric, Primeware, Vegware
Beverage cup lids	1	World Centric
Beverage cups	7	Ecotainer, Worldcentric, Planet+, Vegware, Responsible Products, NatureStar, Seda
Burrito bowl lids	1	World Centric
Burrito bowls	4	Sabert, World Centric, Dart, Primeware
Chopsticks	3	Green Paper Products, Emperor’s Select, Kari-Out Company
Clamshells	4	Tellus, StalkMarket, World Centric, Primeware
Cone cups	2	GenPak, Bare by Solo
Cup sleeves	3	StalkMarket, World Centric, Ecotainer
Cutlery sets (paper-bundled)	2	Perfect Stix, World Centric
Drinking straws	6	StalkMarket, WorldCentric, Fineline, Victoria Bay, EcoSource, Aardvark
Food boat trays	4	Specialty Quality Packaging, Eco-Products, EcoChoice, World Centric
Food boxes/folded paper takeout boxes with PLA lining	3	World Centric, Vegware, EcoChoice
Food contact paper/wax paper	7	Vegware, GreenWacks, Eco-Products, McNairn Packaging, BiOrigin Specialty Products, Ahlstrom, Reynolds Consumer Products
Forks	3	Vegware, World Centric, Eco-Products
Fry cups	2	World Centric, Eco-Products
Knives	2	Vegware, World Centric
Lunch trays (flat tray, no lid)	1	Fineline
Miniware (3.5 inches or smaller plates)	1	Fineline
Napkins	6	EarthWise, Novex, World Centric, TORK, Dixie, Gordon Food Service
Open top cold food containers	4	Responsible Products, World Centric, Ecotainer, EcoChoice
Open top cold food container lids	3	Planet+, World Centric, EcoChoice
Open top hot food container lids	3	Planet+, World Centric, EcoChoice

Product	Number of manufacturers	Manufacturers
Open top hot food containers	4	Planet+, Responsible Products, World Centric, Ecotainer, EcoChoice
Pizza boxes	3	World Centric, Choice Kraft, Green Box
Plates	8	Tellus, Responsible Products, World Centric, StalkMarket, EcoProducts, Fineline, Ecochoice, Vegware, Primeware
Platters (large oval plates)	2	Fineline, EcoProducts
Salad bowl lids	1	World Centric
Salad bowls	3	Responsible Products, Vegware, World Centric
Sandwich containers	0	N/A
Serving tongs	2	Packnwood, Restaurantware
Serving utensils (spoon and fork)	1	World Centric
Single serving bowls (soups, salads, desserts, etc.)	5	World Centric, Vegware, Tellus, Responsible Products, Fineline
Soda spoons for thick drinks	0	N/A
Souffle cups for condiments	4	World Centric, StalkMarket, GenPack, Fineline
Souffle cups for hot foods	4	World Centric, StalkMarket, GenPack, Fineline
Souffle cups for ice cream	4	World Centric, StalkMarket, GenPack, Fineline
Souffle cup lids	1	World Centric
Spoons	2	Vegware, World Centric
Stirrers	3	amerCare Royal, EcoProducts, SmartPack, HAY! Straws
Takeout/catering trays/breakfast platters (multiple, compartments or one large compartment)	3	Fineline, World Centric
Takeout/catering tray/breakfast platter lids	1	World Centric
Tasting spoons	3	Perfect Stix, Fineline, World Centric

Appendix C: Review of Cost Comparison – Cost Range for Products

Products were evaluated to determine if they met the requirement for a home compostable product that cost less than 15% more than the industrial compostable alternative. Percent difference is calculated via the midpoint of the two product ranges. If a percentage is negative, it means that the midpoint of the home compostable product is less expensive than the industrial compostable product option. Cells highlighted in green meet the home compostable product requirements for costing less than 15% more than the industrial compostable product alternative. If an industrial compostable product alternative was not available, a recyclable and/or “standard” (meaning those that do not meet the previous three options) product option was used in the cost comparison.

Notes:

- This list is not comprehensive but was developed through staff research. Other brands and products may exist that are not accounted for in this table.
- Products reviewed can be bought in bulk, and came from the following websites: <https://greenpaperproducts.com/>; <https://www.ecoproductsstore.com/>; <https://www.webrestaurantstore.com/>; <https://store.worldcentric.com/>; <https://ecoproducts.com/>; or <https://www.chefstore.com/>
- Prices that do not have a range mean that one or more manufacturers are selling the same product at the same size and price.

Table 5. List of price comparison of products proposed for the City’s list of required home compostable food service ware products in 2026.

Symbol Legend
*As of September 2025
† Industrial compostable
‡ Petroleum plastic
§ Cloth
Aluminum

Product	Other product cost (per item)*	Home compostable product cost (per item)*	Percent difference
Bakery packaging (pop-up boxes, bakery boxes with see-through film)	\$0.21-\$0.84	\$0.32-\$1.22	38.46%
Beverage cup lids	\$0.08-\$0.36†	\$0.09-\$0.29	-14.63%
Beverage Cups	\$0.05-\$0.17	\$0.08-\$0.22	30.77%
Burrito bowl lids	\$0.26-\$0.49†	\$0.30	-22.22%
Burrito bowls	\$0.28-\$0.51#	\$0.21-\$0.53	-6.54%
Chopsticks	\$0.35-\$1.02†	\$0.02-\$0.05	-180.56%
Clamshells	\$0.37-\$0.72†	\$0.23-\$0.54	-34.41%
Cone cups	\$0.24-\$0.26‡	\$0.02-\$0.03	-163.64%

Product	Other product cost (per item)*	Home compostable product cost (per item)*	Percent difference
Cup sleeves	\$0.05-\$0.09 [†]	\$0.05-\$0.09	0.00%
Cutlery sets	\$0.26-\$1.00 [†]	\$0.24-\$0.40	-31.33%
Drinking straws	\$0.04-\$0.07 [†]	\$0.02-\$0.07	-20%
Food boat trays	\$0.02-\$0.24 [†]	\$0.05-\$0.26	27.59%
Food boxes/folded paper takeout boxes with PLA lining	\$0.22-\$0.89 [†]	\$0.25-\$0.89	2.67%
Food contact paper/wax paper	\$0.04-\$0.06 [#]	\$0.03-\$0.06	-10.53%
Forks	\$0.06-\$0.13 [†]	\$0.08	-17.14%
Fry cups	\$0.04-\$0.10 [†]	\$0.18-\$0.21	94.34%
Knives	\$0.06-\$0.13 [†]	\$0.08	-17.14%
Lunch trays (flat tray, no lid)	\$0.24-\$1.09 [†]	\$0.13-\$0.54	-66%
Miniware (3.5 inches or smaller plates)	\$0.83-\$0.88 [†]	\$0.16	-136.63%
Napkins	\$1.46-\$2.96 [§]	\$0.02-\$0.04	-194.64%
Open top cold food containers	\$0.06-\$0.34 [†]	\$0.15-\$0.43	36.73%
Open top cold food container lids	\$0.06-\$0.20 [†]	\$0.13-\$0.38	64.94%
Open top hot food container lids	\$0.06-\$0.20 [†]	\$0.13-\$0.38	64.94%
Open top hot food containers	\$0.06-\$0.34 [†]	\$0.15-\$0.43	44.66%
Pizza boxes	\$0.59 [†]	\$0.19-\$0.60	-39.59%
Plates	\$0.09-\$0.88 [†]	\$0.10-\$0.38	-75.32%
Platters (large oval plates)	\$0.38-\$1.86 [‡]	\$0.28-\$0.35	-112.20%
Salad bowl lids	\$0.23-\$0.34 [†]	\$0.22	-25.74%
Salad bowls	\$0.20-\$0.43 [†]	\$0.11-\$0.32	-37.74%
Sandwich containers	\$0.14-\$0.17 [‡]	N/A	N/A
Serving utensils (spoon and fork)	\$0.22-\$0.46 [‡]	\$0.38	11.11%
Single serving bowls (soups, salads, desserts, etc.)	\$0.55 [†]	\$0.10-\$0.60	-44.44%
Soda spoons for thick drinks	\$0.02-\$0.03 [‡]	N/A	N/A
Souffle cups for condiments	\$0.05-\$0.06 [†]	\$0.04-\$0.07	0.00%
Souffle cups for hot foods	\$0.06-\$0.10 [†]	\$0.09-\$0.11	22.22%

Product	Other product cost (per item)*	Home compostable product cost (per item)*	Percent difference
Souffle cups for ice cream	\$0.06-\$0.10 [†]	\$0.09-\$0.11	22.22%
Souffle cup lids	\$0.03-\$0.06 [†]	\$0.05-\$0.15	75.86%
Spoons	\$0.06-\$0.13 [†]	\$0.07-\$0.08	-23.53%
Stirrers	\$0.01-\$0.12 [‡]	\$0.02	-105.88%
Takeout/catering trays/breakfast platters (multiple, compartments or one large compartment)	\$0.28-\$0.51	\$0.19-\$0.54	-7.89%
Takeout/catering trays/breakfast platters lids	\$0.63-\$2.84 [†]	\$0.63	-93.45%
Tasting spoons	\$0.68 [†]	\$0.16	-123.81%

Appendix D: Review of Performance – Products that have Received Complaints

This table provides a summary of complaints received by City staff from local businesses through August 31, 2025. Only complaints that noted functional issues that could result in harm to property and people are listed below. The City did receive other types of complaints about products, but they would not result in harm to property and people and thus were not considered in this analysis.

Table 6. List of product complaints regarding potential harm to property and people from the use of home compostable products as received from local businesses through August 31, 2025.

Product	Complaint
Open top hot food containers	Leaking from dense and hot liquids.
Open top hot food container lids	The lids for these containers are not secure enough to transport without spilling/leaking.
Souffle (i.e., portion or sauce) cups for condiments	Sauces leak through the container and from the connection point with a lid. Home compostable options do not hold up for long periods of time when stored in the refrigerator and/or on shelves.

RESOLUTION NO. 2025-17

A RESOLUTION of the City Council of Bainbridge Island, Washington, approving a home compostable disposable food service ware product list for 2025.

WHEREAS, the City Council adopted Ordinance No. 2021-34 on November 9, 2021 amending Chapter 8.24 Disposable Food Service Ware and Waste Reduction of the Bainbridge Island Municipal Code (BIMC) with changes that took effect on January 1, 2023; and

WHEREAS, on September 12, 2023, the City Council adopted Ordinance No. 2023-23 amending Chapter 8.24 of the Bainbridge Island Municipal Code, updating BIMC 8.24 pursuant to feedback from the local business community and City staff; and

WHEREAS, Ordinance No. 2023-23 amending BIMC Chapter 8.24 calls for the City Manager or their designee to establish for City Council review and adoption each year a list of home compostable disposable food service ware items that are required; and

WHEREAS, on November 14, 2023, a 2024 Home Compostable Disposable Food Service Ware Product List was developed by City staff based on the availability, cost, and performance criteria outlined in Ordinance No. 2023-23 and that list was shared with the public for feedback; and

WHEREAS, in September 2025, City staff reviewed the availability, cost, and performance criteria outlined in Ordinance No. 2023-23 to develop a 2025 Home Compostable Disposable Food Service Ware Product list; and

WHEREAS, on November 18, 2025, City Council recommended approval of the 2026 Home Compostable Disposable Food Service Ware Product List.

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

Section 1. There is established a 2026 home compostable product list that includes the following 16 items:

- Burrito Bowls
- Clamshell containers
- Cone cups
- Cup sleeves
- Cutlery (forks, knives, spoons, chopsticks, including paper-bundled sets)
- Drinking straws
- Food boxes/folded paper takeout boxes with polylactic acid (PLA) lining
- Food contact paper/wax paper
- Napkins
- Pizza boxes (takeout)

- Platters (large oval plates)
- Salad bowls
- Serving tongs
- Stirrers
- Takeout/catering trays/breakfast platters (multiple compartments or one large compartment)
- Tasting spoons

Section 2. This list shall be posted on the City’s website and the City Manager or their designee shall engage in outreach efforts to advise retail food establishments of any amendments to the list.

Section 3. The City Council may direct the City Manager to amend this list from time-to-time as new items become available or discontinued.

Section 4. If any one or more section, subsection, or sentences of this resolution are held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this resolution and the same shall remain in full force and effect.

Section 5. This resolution shall take effect January 1, 2026.

PASSED by the City Council this ____ day of _____, 2025.

APPROVED by the Mayor this ____ day of _____, 2025.

Ashley Mathews, Mayor

ATTEST/AUTHENTICATE:

By: _____

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK: _____, 2025

PASSED BY THE CITY COUNCIL: _____, 2025

RESOLUTION NO. 2025-17



Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (7:55 PM) Discuss a Design Charette by the Dutch firm Haskoning for the Proposed Highway 305/High School Roundabout with Funding in the amount of \$25,000 from the 2025 Council Contingency Fund,

SUMMARY: Council will discuss a potential design charette for the proposed Highway 305/High School Roundabout with funding in the amount of \$25,000 from the 2025 Council Contingency fund. The proposed design charrette would engage the Dutch firm Haskoning, who specialize in high-quality active transportation networks, to provide input to Washington Department of Transportation (WSDOT). Proponents state that this exercise will provide WSDOT with the expertise needed to accommodate non-motorized users in the complicated roundabout. WSDOT may or may not accept the results.

The question before Council is whether to spend \$25,000 from Council contingency on this proposal.

AGENDA CATEGORY: Discussion

PROPOSED BY: City Council

RECOMMENDED MOTION:
Discussion and potential action.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$25,000 from Council contingency
Ongoing Cost:	
One-Time Cost:	
Included in Current Budget?	

BACKGROUND: The Washington State Department of Transportation (WSDOT) has started early planning work for safety improvements at the intersection of State Route 305 and High School Road. Additional preliminary project information is available on the WSDOT website: <https://wsdot.wa.gov/about/news/2025/planning-underway-sr-305-safety-improvements-high-school-road-bainbridge-island>

Part of the planning for this project will be for WSDOT will meet with local partners and community

groups. WSDOT will also host an online and in-person open house, the dates for which have not yet been determined. The proposed charrette could be in addition to or potentially substitute for some of the WSDOT outreach.

A charrette is a collaborative approach to the development of public policy or project design, intended to gather input from a wide range of stakeholders. It is often a series of events or meetings, with opportunity for in-depth discussions and information sharing.

ATTACHMENTS:

[305-HSR Roundabout Design Charrette 1-pg.pdf](#)

305/High School Road Roundabout Design Charrette Proposal

Goals:

- Provide opportunity for collaboration on design between WA DOT and Bainbridge Island
- Incorporate world class support for designing an optimal safe high functioning roundabout at the intersection
- Offer opportunities for the public to understand the process and options and to get their concerns addressed early on

Bainbridge has an opportunity to collaborate with WA DOT engineers to explore the current design challenges of this roundabout facilitated by Dutch transportation design expertise. In an intensive two-day design charrette (a specific type of workshop) various interactive elements will incorporate learnings from a site visit, feasibility, and traffic analysis to a) reach common understanding on resolving conflicts and then b) to produce a presentation that maps solutions. Various opportunities on both evenings will invite the public to share concerns and learn how they might be addressed.

Roundabout design is perhaps the most complicated and highest yielding safety and traffic flow innovation in the US context, especially in situations that need to safely incorporate a high volume of nonmotorized traffic. The High School Road/SR305 roundabout design will need to meet a complicated set of traffic demands:

- Safety
- Traffic flow through
- Intense ferry traffic surges
- Safe crossings for the Sound to Olympic Trail
- Connected sidewalks for those walking, rolling, and cycling
- Access for the many businesses in close proximity to the roundabout

With world class expertise at the table, a community design charrette can serve everyone's needs by bringing all parties involved through the evolution of the recommended solution.

The design charrette to provide constructive and collaborative input to WSDOT would engage the Dutch firm Haskoning, who specialize in high-quality active transportation networks. Haskoning has recently conducted active transportation design charrettes in Bend and Eugene, OR, and understands traffic design in the US. Haskoning could mobilize in a timely way to mesh with WSDOT public engagement process in January 2026.

WSDOT has confirmed that they are very willing to dedicate staff and expertise, participating in the charrette.

\$25K to fund this project is proposed to come from council contingency. The total cost for this charrette will exceed the \$25K limit for sole-sourcing a project, which is currently projected at \$35K. The Bainbridge Island Parks & Trails Foundation, Squeaky Wheels Bainbridge Greenways, PS2P, or other community partners will share costs for this proposal to help fund all expenses over \$25K.

A representative from PS2P could join our discussion to answer questions, if invited.



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (8:05 PM) Authorize a Request for Qualifications for Executive Recruitment Services and Select if the Full Council will Screen Responses or a Sub-Committee of the Council will Screen Responses and Provide a Recommendation to the City Council,

SUMMARY: It is recommended the City Council procure the services of an Executive Search firm that specializes in the identification and recruitment of municipal administrators to assist with the recruitment of a new city manager. A qualified firm will assist in generating interest and assembling a candidate pool for Council consideration. The proposed solicitation requests firms provide their qualifications no later than December 5. This is sufficient time for firms to respond. After which, either a subcommittee of the City Council, or the City Council as a whole should review the responses. If the entire Council wishes to consider a candidate firm, a meeting must be noticed.

The solicitation also requests the selected firm assist with the identification of an Interim City Manager to serve while the recruitment and selection process for the city manager is underway.

Traditionally, cost proposals are competitive and will be no more than a few thousand dollars in difference.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Authorize a Request for Qualifications (RFQ) for Executive Recruitment Services and select the method of City Council interaction, via the full Council or Council sub-committee.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: The City of Bainbridge Island has a history of employing executive search services to recruit city managers. Eight firms, who specialize in government executive search services in the Pacific Northwest have been identified. These firms are:

Ralph Andersen & Associates

Bob Murray & Associates

Trippie Smith

Strategic Government Resources (SGR) *

GMP Consultants

Prothman

Mercer Group Associates

Peckham and McKenney

* (Note SGR was engaged with the recruitment of the current city manager. Some consider it an ethical breach to engage a firm that placed the incumbent to be engaged to replace the immediate successor.)

It is noted the solicitation requests the firm assist with the identification of an Interim City Manager.

The timeline is intended to allow the Council to retain services and begin the engagement in December of January.

Whether the Council wishes to form a subcommittee or interview the firms is a choice of the Council. It is noted the extra logistics required if the full Council interviews versus a subcommittee, which will offer a recommendation to the full City Council.

ATTACHMENTS:

[RFQ - City Manager Executive Search 2025.pdf](#)

Request for Qualifications – Executive Search Services City Manager Recruitment

Publication date: November XX, 2025

The City of Bainbridge Island, Washington (City) respectfully invites you to provide your qualifications to assist the City Council in its selection of its next city manager. The City is seeking a firm to assist with the identification of qualified city manager candidates, development of an applicant pool, screening and vetting of qualified candidates, logistics for interviews, and employment background checks. Additionally, the city would like assistance to secure the services of a qualified experienced Interim City Manager within a relatively short period of time. The City's needs are detailed in this Request for Qualifications ("RFQ").

Background

The City of Bainbridge Island is in Kitsap County, Washington, and the entire island is incorporated as one city. Bainbridge Island has an area of 28 square miles, with 52 miles of shoreline, dense forests, mostly suburban development patterns, and an estimated population of 25,000.

The City operates under the laws of the State of Washington applicable to a non-charter code city with a Council-Manager form of government. It has operated as a Council/Manager city since 2009. The well-regarded incumbent city manager has announced his retirement effective February 2026.

The seven part-time City Council members are elected to four-year, staggered terms from the island's three wards plus one at-large position. The mayor is rotated and selected from the Council that serves a population of approximately 25,000 and provides the following major types of services: general executive and administrative services, police, emergency preparedness, judicial, water supply/treatment/distribution, sewer collection and treatment, storm water (drainage) collection, street maintenance and construction, planning and zoning, permits and inspections, some parks, and boat docks. Other local governments provide public education, fire suppression, library, and most parks services. The city staff is comprised of 142 full-time equivalent employees (FTE).

Submittals

Firms responding to this RFQ will provide a concise description of provider capabilities to satisfy the requirements of the request. Each submittal must include the following components:

- History of the firm and experience providing assistance with executive search to cities.
- Identification of the specific individual assigned to this engagement, their specific experience with executive recruitment and their knowledge of municipal organizations and the role of city managers. The city must be comfortable that the key members of the team will be available

during the full term of the engagement and provide the level of attention and care this important recruitment requires.

- Discuss the approach, tasks, and steps.
 - How will the firm identify potential candidates?
 - How will the firm interact with the Council, community, and staff?
 - How will the firm evaluate candidates?
 - How will the firm present recommended candidates to the City Council?
 - What role with the firm play during interviews?
 - What services do you offer to verify qualifications and background?
- Proposed schedule of work.
- Proposed fee.
- Details of any guarantees the firm provides.

In addition to providing services related to the recruitment of a new city manager, the City is also interested in assistance with identifying an interim city manager. This individual will be an experienced manager who can provide leadership and value during the recruitment of the city manager, available to begin work in February 2026.

Submittals must be received by **8:00 AM PST on Friday, December 5, 2025**. Submittals are limited to 15 pages, not counting the cover pages. Responses should be sent via email under the subject “City Manager Services” to Blair King, City Manager, City of Bainbridge Island (bking@bainbridgewa.gov). Submittals received after the deadline will not be considered.

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

City Hall
280 Madison Ave N
Bainbridge Island, WA 98110
Attention: Blair King

Anticipated Compensation

Firms responding to this RFQ will include their proposed compensation plan with their submittal.

Review and Selection Process

It is assumed the City Council as a whole, or via a subcommittee, will seek to interview firms prior to making a selection. Firms should be prepared for interviews at relatively short notice.

Terms and Conditions

Selected applicants will be required to execute a City of Bainbridge Island Professional Services Agreement, obtain a City of Bainbridge Island Business License, and demonstrate compliance with the City’s insurance requirements (briefly explained below).

The City reserves the right not to select any of the applicants, and the right to select an individual or firm not from this application process. The City further reserves the right to waive irregularities and informalities in this process. This RFQ does not obligate the City to pay any cost incurred by applicants in responding to this RFQ. All such costs shall be borne solely by each applicant. Furthermore, this RFQ does not obligate the City to enter into a contract with any applicant responding to this RFQ.

Assurances of Nondiscrimination

Title VI

The City of Bainbridge Island, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Americans with Disabilities Act (ADA) Information/Pledge

The City of Bainbridge Island in accordance with Section 504 of the Rehabilitation Act (Section 504) and the Americans with Disabilities Act (ADA) commits to nondiscrimination on the basis of disability in all its programs and activities.

We pledge to make our bid process accessible and user-friendly for everyone. If you are having difficulty viewing or navigating the content of this document, or note any content, feature, or functionality that you believe is not fully accessible to people with disabilities, please contact us at cityadmin@bainbridgewa.gov or 206-842-2545 for assistance.

Please note the nature of your accessibility concern, the preferred format in which to receive the online material (hard copies are available), the Web page address of the requested material, and the best way to contact you.

Nondiscrimination Statement

The City of Bainbridge Island hereby notifies all bidders that all bidders and contractors will be selected, compensated and, if necessary, terminated without regard to sex/gender, race, national origin, religion, creed, color, marital status, veteran status, age, national origin, pregnancy, sexual orientation, gender identity, disability, genetic information or any other basis prohibited by law.

In alignment with the City of Bainbridge Island's equity and inclusion goals, we encourage organizations led by those who identify as women or members of traditionally marginalized communities, or who are or could be certified as Minority Business Enterprise/Women Business Enterprise (MBE/WBE), Disadvantaged Business Enterprise (DBE), or equivalent to respond.



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (8:15 PM) Consider Request from Arts and Humanities Bainbridge and the Bainbridge Creative District to Authorize Application for a Grant to Provide Partial Funding for a New Stage in Waterfront Park and Indicate Council Support for Potential Construction of a Stage in Waterfront Park,

SUMMARY: The Bainbridge Community Piano Association (BCPA), Arts and Humanities Bainbridge (AHB) and the Bainbridge Creative District (BCD) would like to build a new stage in Waterfront Park. This stage would replace the "boat stage" which was located in the park prior to the Waterfront Park project completed about 10 years ago. The groups propose to build a new stage in the old location, south of the oval walkway.

If authorized, BCD will apply for an ArtsWA Capital Grant, up to its maximum of \$50,000. Additional fundraising would also need to occur and all relevant permits would need to be obtained.

City funding is not requested for this project.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Council direction is requested.

COMMUNITY ENGAGEMENT AND OUTREACH:

None

FISCAL IMPACT:

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

BACKGROUND: Please see the attached images and project proposal.

ATTACHMENTS:

[The Stage at the Waterfront Park with site plan .pdf](#)

[Images of Proposed Stage Location for CC 11182025.pdf](#)

The Stage at Waterfront Park

Presented by the Bainbridge Community Piano Association (BCPA) and Arts & Humanities Bainbridge (AHB)
November 4, 2025

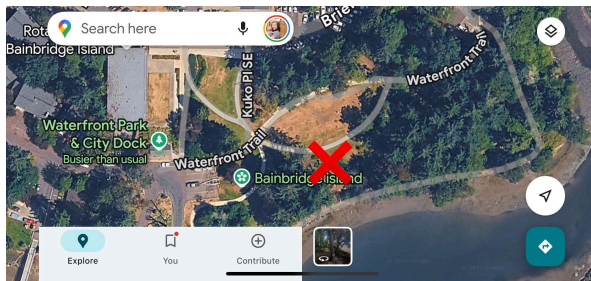
Project Overview

BCPA and AHB propose rebuilding a stage at Waterfront Park. A new, permanent structure will provide a beautiful, central and walkable venue that enhances access to free arts programming. It will serve as a home for concerts, performances, and community events, strengthening Bainbridge Island's commitment to accessible arts and cultural connection.



The old boat stage

Location:



BCPA celebrates 20 years of First Sundays Concerts with a free outdoor concert at the Waterfront Park. June 2025.

Stage Concept examples:



Uses:

Concerts, youth performances, theatrical productions, cultural showcases, community gatherings, ceremonies, holiday events, storytime in the park and similar community programming. When not in use for events, the structure could double as a shaded picnic area for everyday park visitors.

Stage Specs:

- Approx. 14'6" x 28' (same size as the Parks & Rec mobile stage)
- ADA accessible
- Power available
- Roofed structure
- Design the backdrop to either be fully open (water visible behind) or have removable/flexible panels so you can swap between "open view" vs "backdrop for performances" depending on event
- Incorporates a donor recognition area (for certain giving levels)

Estimated Costs (420 sq. ft.):

- Lean Build: \$84,000 (\$200/sq. ft.)
 - Mid-Range: \$126,000 (\$300/sq. ft.)
 - Higher-End: \$210,000 (\$500/sq. ft.)
- (Estimates by HIVE General Contractors)*

Funding Sources:

- City of Bainbridge Island (COBI) partnership
- ArtsWA Capital Projects Grant (up to \$50,000)
- Bainbridge Community Piano Association fundraising and benefit concerts
- Arts & Humanities Bainbridge / Bainbridge Creative District
- Community donations, potentially through a designated One Call for All fund

Management and maintenance of stage:

A collaborative approach between BCPA and AHB is proposed to oversee scheduling and stage rental processes. Ongoing maintenance responsibilities will be defined as part of the project's planning phase.

Immediate Timeline:

- November 4, 2025: Meeting with Blair King and Ellen Schroer (COBI) to request a letter of support for upcoming grants.
- November 20, 2025: Submission deadline for the ArtsWA Creative District Capital Grant (maximum award: \$50,000).

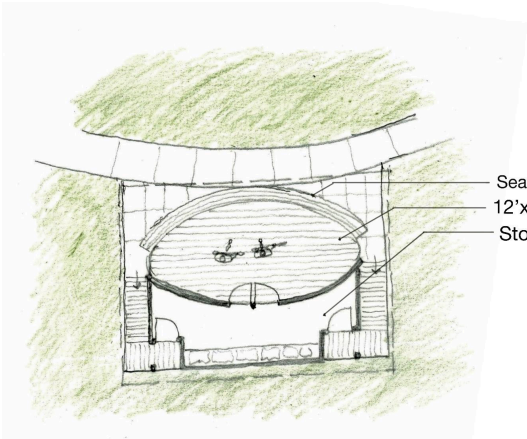
Contact**Amelia Stewart**

Bainbridge Community Piano Association (BCPA)
firstsundaysconcerts@gmail.com (206) 406-1492 www.firstsundaysconcerts.org

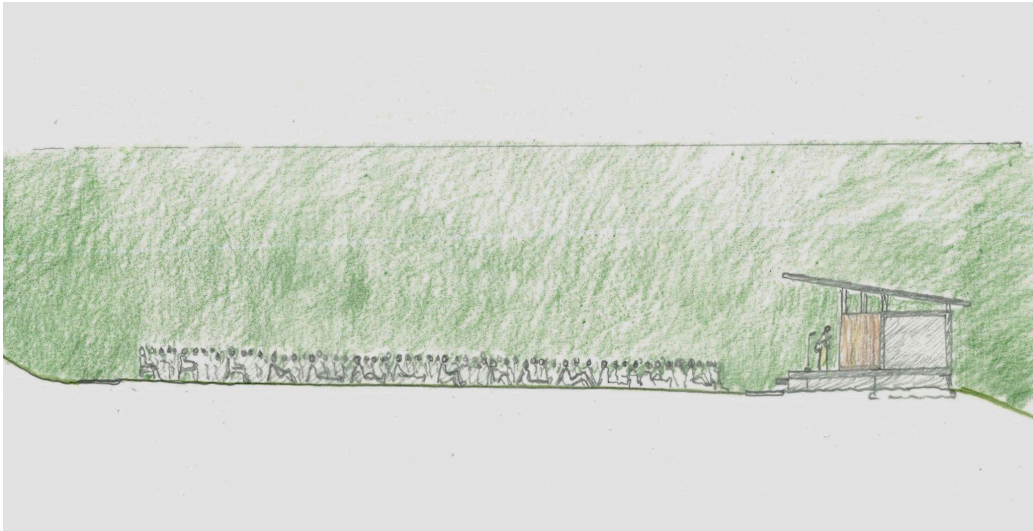
Jackie Muth

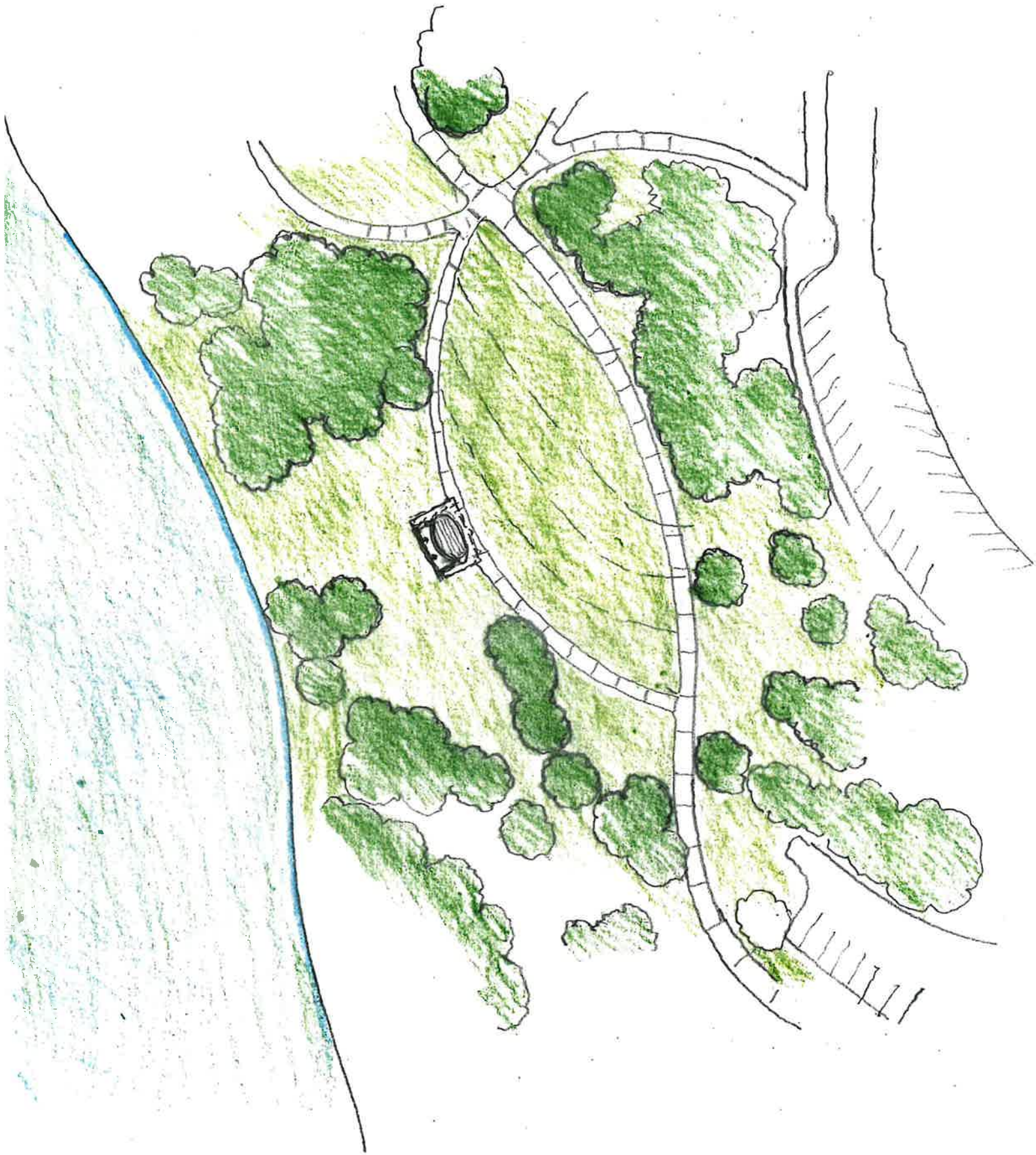
Arts & Humanities Bainbridge (AHB)
jackie@bainbridgeartshumanities.org (206) 300-6089 www.bainbridgecurrents.com

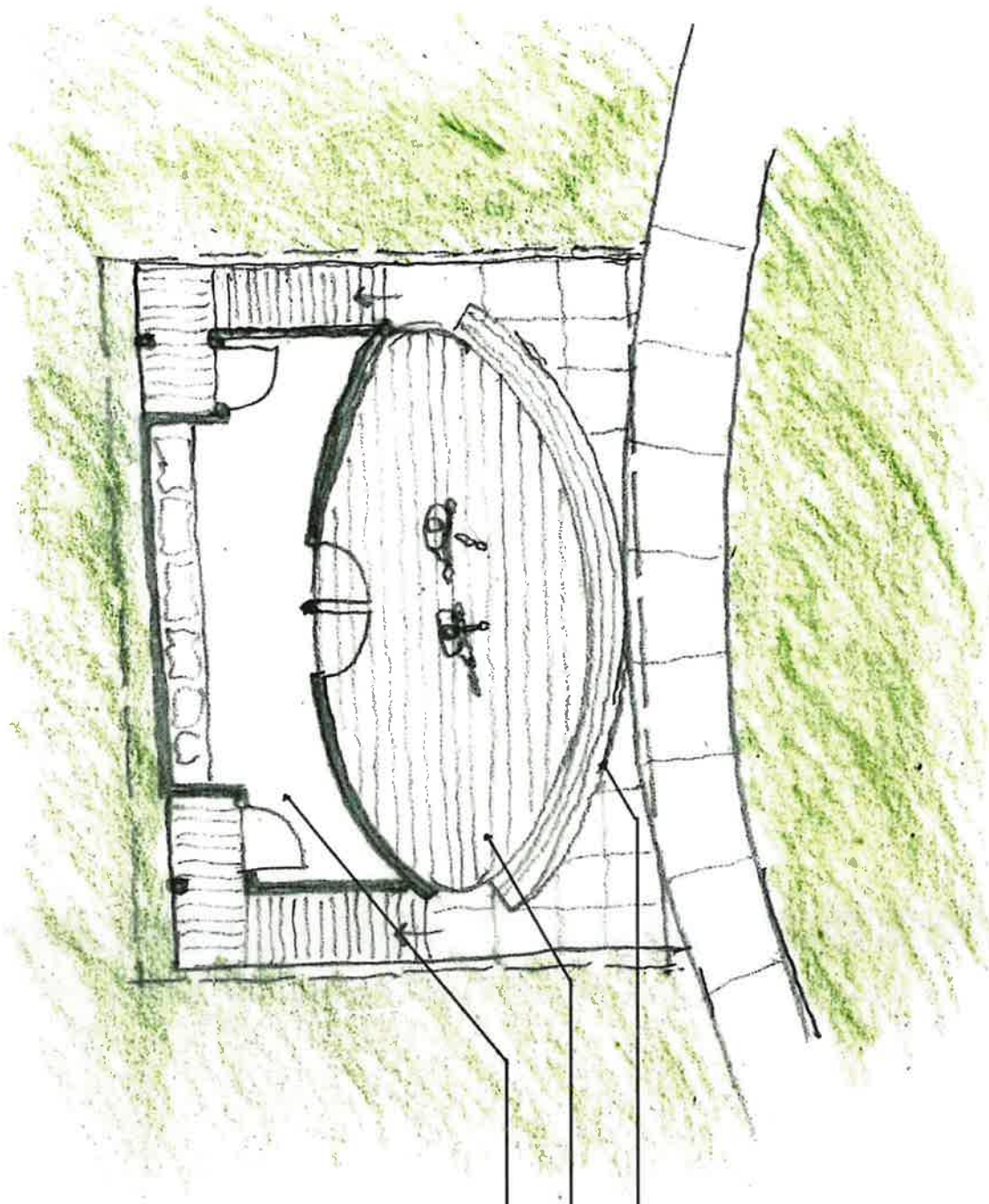
Site Plan - Cutler Anderson Architects



Seat
12'x24' stage
Storage/green room



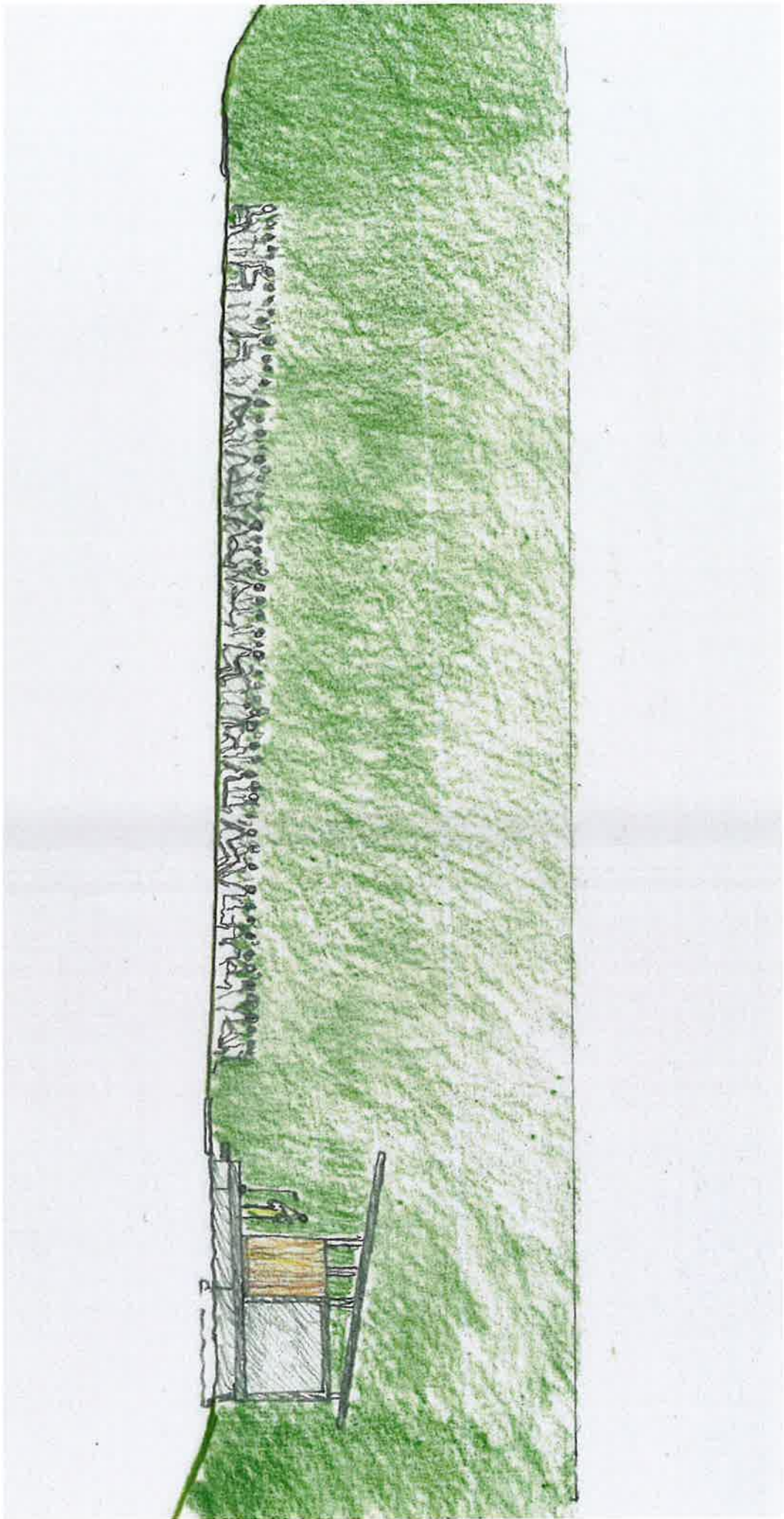


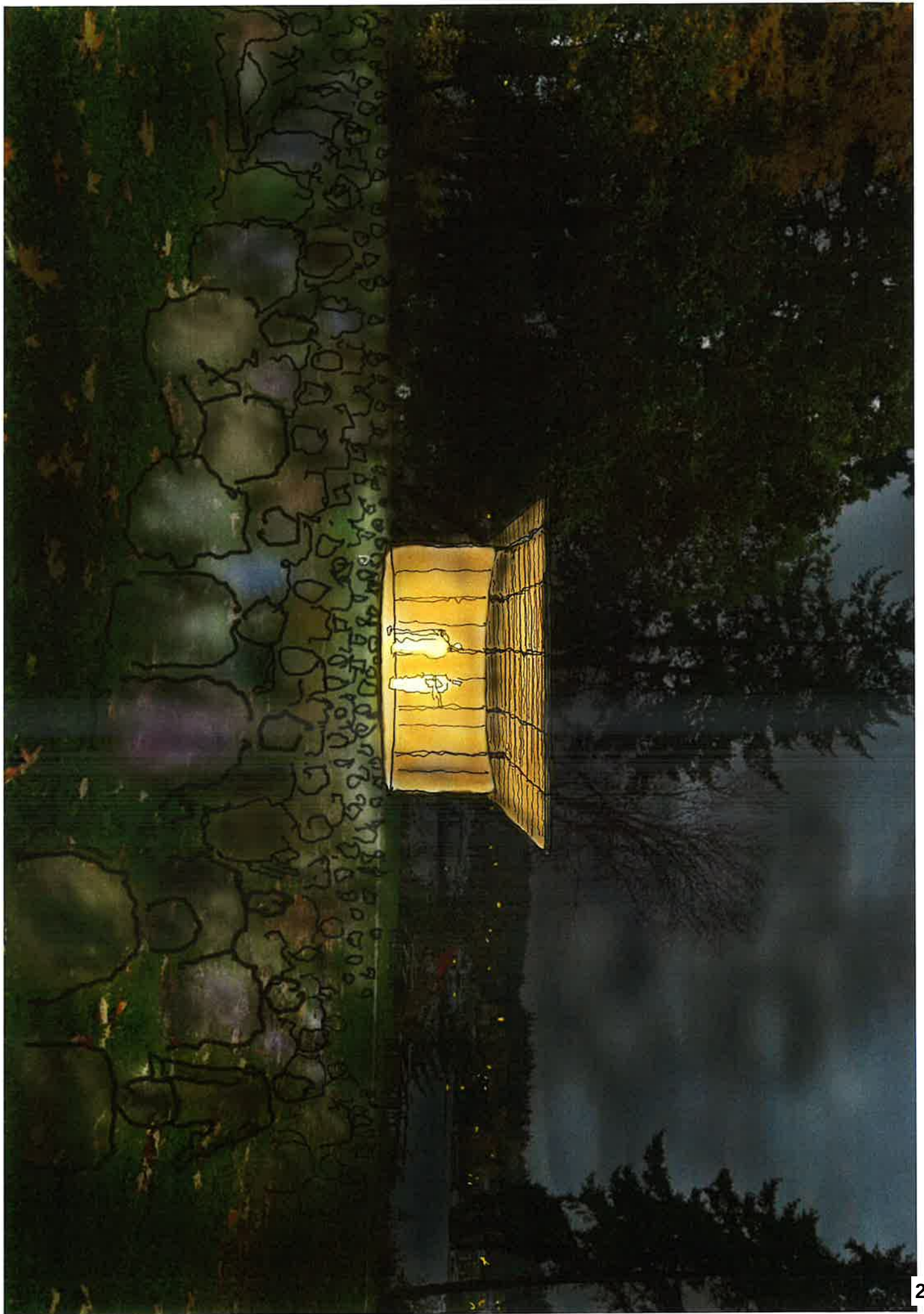


Seat

12'x24' stage

Storage/green room







Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM:

(8:25 PM) Consider Request from Public Art Committee to Modify the Something New Art Rotation Program to Increase Payments to Artists and Increase Management Fee to Arts and Humanities Bainbridge (Increase by \$2,425 Annually to \$30,075 for Remaining Two Years in Approved Program),

SUMMARY:

Consider amending the existing agreement related to the “Something New” art rotation program to increase some budget line items and decrease others for the remaining two years of the agreement for this jointly-offered program. The total proposed change is a net increase of \$2,425 per year, which would come from existing appropriations to the Public Art Subfund. The proposal increases the payment to the artists selected for the program and also increases the payment to Arts and Humanities Bainbridge for their role in managing and marketing the program. The number of sites remains at five (5), and the duration of the program also remains the same, running through June of 2028.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

Council Direction Requested. Does the Council wish to direct the City Manager to amend the agreement for the art rotation program Something New to increase the approved budget for the program, reallocate budget across line items, and increase the management fee paid to Arts and Humanities Bainbridge for the remaining two years approved for this program?

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

Amount:	\$4,850 in additional costs
Ongoing Cost:	
One-Time Cost:	\$4,850 in additional costs from 2026 - June of 2028
Included in Current Budget?	false

BACKGROUND:

In 2017, the Public Art Committee (PAC), a subcommittee of the Arts and Humanities Bainbridge (AHB) Board, presented the City Council with a proposal for a new public art project titled “Something New.” Since that time, the

City has installed five permanent plinths (bases) in the downtown area which are used to display artwork from various artists on a one-year rotation schedule. In 2022, the display payment to the artists increased from \$1,000 to \$2,000. The recruitment and selection of artists is the responsibility of AHB, with assistance from PAC. Using a jur process, PAC solicited for and selected artwork pieces, which have been installed annually. Project management for construction and installation of the bases for the artwork is the responsibility of staff in the Public Works Department while payment and installation/deinstallation planning is administered by the Executive Department.

The proposed changes to the budget are summarized below:

	Paid to	Existing	Proposed	Change
Digital Marketing	AHB	\$ 5,000	\$ 5,750	
AHB Proj Mngt	AHB	\$ 2,500	\$ 3,500	
Rotation	AHB	\$ 550	\$ 650	
	AHB Total	\$ 8,050	\$ 9,900	\$ 1,850
Artist Stipend	Artist	\$ 10,000	\$ 11,000	
People's Choice	Artist	\$ 1,000	\$ 1,500	
Travel Stipend	Artist	\$ -	\$ 1,250	
	Artist Total	\$ 11,000	\$ 13,750	
Jury payment	Community	\$ 500	\$ -	
	Community Total	\$ 500	\$ -	\$ (500)
Contingency	Expenses	\$ 2,200	\$ 500	
Call for art	Expenses	\$ 800	\$ 500	
Reception	Expenses	\$ 550	\$ 200	
Artwork Plaques	Expenses	\$ 550	\$ 250	
Video Storage	Expenses	\$ -	\$ 225	
	Expenses Total	\$ 4,100	\$ 1,675	\$ (2,425)
Artist Videos	Vendor	\$ 4,000	\$ 4,750	
	Vendor Total	\$ 4,000	\$ 4,750	\$ 750
	Grand Total	\$ 27,650	\$ 30,075	\$ 2,425

Total proposed change is an increase of \$2,425 per year from the current level. The proposal increases the payment to AHB by \$1,850 annually.

ATTACHMENTS:

[Proposed Budget_ Something New Public Art Program](#)

Something New Public Art Program

Context:

With a 37% increase in the local cost of living since the inception of the Something New Program in 2017 (CPI data, ZIP 98110), the updated draft budget reflects strategic adjustments to align with community needs, increase public engagement, and support artist visibility.

Something New Public Art Program			
Existing Budget		Draft Budget	
Jury Payment	500.00	Video Storage	225.00
Call for Art	800	Call for Art	500
People's Choice Award	1000	People's Choice Award	1500
Digital Marketing Campaign	5000	Digital Marketing Campaign	5750
Artist Videos	4000	Artist Videos	4750
Opening Reception	550	Opening Reception	200
Artwork Plaques	550	Artwork Plaques	250
Art Rotation	550	Art Rotation	650
AHB Proj. Mgmt	2500	AHB Proj. Mgmt	3500
Contingency	2200	Contingency	500
Artist Stipend	10,000	Artist Stipend	11000
		Travel Stipend-Artist	1250
Total	27,650.00		30,075.00

STRATEGIC REALLOCATIONS

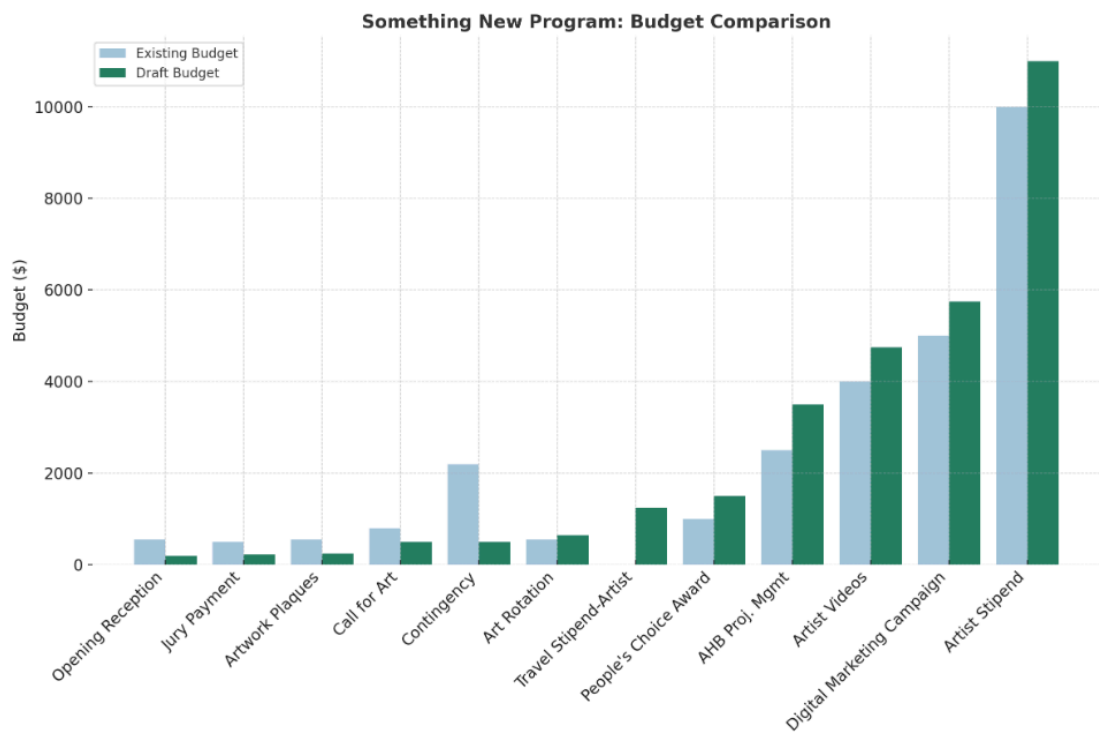
- **Line Items Removed:**
 - *Jury Payment has been removed \$500*
- **Reduced or Streamlined:**
 - *Opening Reception:* Reduced from \$550 → \$200
 - *Plaques:* Reduced from \$550 → \$250
 - *Contingency:* Reduced from \$2200 → \$500
- **Funds Reinvested In:**
 - **Public Engagement + Visibility:** via video, awards, and social media
 - **Program Sustainability:** with higher administrative support
 - **Core Artist Support:** Artist Stipends increased from \$10,000 → \$11,000

TOTAL BUDGET SHIFT

- **Previous Total:** \$27,650
- **Proposed Draft Total:** \$30,075
- **Net Increase:** +\$2,425

WHY THESE CHANGES MATTER

- Reflects rising costs of labor and creative services
- Prioritizes outreach through media, storytelling, and digital platforms
- Focuses resources on elements that deliver the most value to artists and the public
- Improves efficiency by eliminating unused or low-impact expenses
- Provides a small travel stipend to artists who travel great distances to install their art.





Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (8:35 PM) Authorize City Manager to Amend 2026 Unrepresented Pay Plan by 2.7% Cost of Living Adjustment,

SUMMARY: Cost of living adjustments provided to unrepresented employees have been historically tied to the International Association of Machinists and Aerospace Workers (IAM) represented group's COLA as memorialized in their collective bargaining agreement. The current contract expires December 31, 2025, and due to a variety of reasons the contract negotiations have been delayed. It is anticipated that the City and the union will reach agreement on a new contract by the end of the first quarter in 2026, and it is assumed that the contract will include a provision for a retroactive wage increase for the group.

State law does not allow for retroactive payments for non-represented employees. (The prohibition was recognized by the Attorney General in 1951 in AGO 51-53, which states, "It is our conclusion that a retroactive pay increase may not be granted to city employees unless there was in effect during the period for which the increase is to be granted an agreement to the effect that the compensation for that period would be adjusted when a settlement should be arrived at.") Therefore, the purpose of this item is to ensure unrepresented employees receive a 2.7% cost of living adjustment for 2026, beginning January 1, 2026. The Police Guild will receive the same increase in 2026.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to authorize the City Manager to amend the 2026 unrepresented pay plan to reflect a 2.7% cost of living adjustment.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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



CITY OF
BAINBRIDGE ISLAND

Special City Council Meeting Agenda Bill

MEETING DATE: November 18, 2025 **ESTIMATED TIME:** 10 Minutes

AGENDA ITEM: (8:45 PM) Establish Council Ad Hoc Committee to Review Applications Received from Students Applying for Association of Washington Cities' Center for Quality Communities Scholarship Program,

SUMMARY: The Association of Washington Cities' Center for Quality Communities awards scholarships to high school seniors on an annual basis. Scholarships support individuals who are active in leadership in their city government, community or school and plan to pursue education beyond high school. Each year, cities and towns in Washington may each nominate one first-time student application and one continuing applicant. Each city and town may decide on its own selection process. At this meeting, Council will consider authorizing staff to work with high schools on the island to share this opportunity and approve or amend the suggested nomination process, which includes setting up a short-term committee of councilmembers to review the applications and make a nomination for consideration by the full Council. Information from AWC is provided as reference and to support the discussion.

AGENDA CATEGORY: Discussion

PROPOSED BY: Executive

RECOMMENDED MOTION:

I move to appoint Councilmembers _____, _____ and _____ to serve on a short-term ad hoc committee to review applications for the Center for Quality Communities Scholarship Program and make a recommendation for the City's nominee to the full Council.

COMMUNITY ENGAGEMENT AND OUTREACH:

FISCAL IMPACT:

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

BACKGROUND: The Center for Quality Communities (CQC) scholarship supports high school seniors who are active in leadership in their city government, community, or school and plan to pursue post-secondary education. Scholarships may also be available for previous recipients who are continuing their studies. Each year, all of Washington's 281 cities and towns can recruit scholarship applicants. Each jurisdiction can nominate one first-time student applicant and one continuing CQC scholarship recipient. Each jurisdiction can decide how it wants to select its local nominee.

CQC will award up to four (4) \$3,000 scholarships statewide for the 2026-27 academic year. Scholarship recipients also receive a travel stipend to attend AWC's Annual Conference in June. Staff would like to begin outreach and have a Council review panel ready in advance. This scholarship is open to students who are:

- Active in community leadership and civic service through city government, community groups, or school, either now or in the past;
- Eligible to earn a high school diploma, homeschool diploma, or GED in spring/summer of the award year;
- Planning to continue education in the upcoming academic year at an accredited college or trade school at least half time; and
- A Washington state resident.

****Previous scholarship recipients may apply for a continuing student scholarship if they are in good academic standing and plan to continue their education in the upcoming academic year at an accredited college or trade school at least half-time. ****

The application is currently open and the process is for the students to complete the application, obtain one letter of recommendation from a non-relative, and write a personal essay related to leadership.

Nominations by participating cities are due by January 26, 2026.

The suggested process for the City of Bainbridge Island is:

- November 18, 2025 – Council discussion and determine Council ad hoc selection panel of up to three (3) councilmembers.
- November/December – Share information with local schools. Post information on City website, social media, and City Highlight.
- January 4, 2026 – Deadline for students to apply
- Week of January 5 – Meeting of Ad Hoc committee to select an applicant for nomination
- January 13, 2026 – Ad Hoc committee provides recommendation for nomination(s) to the City Council at the Business Meeting.

ATTACHMENTS:

[2026 AWC CQC.pdf](#)



[Scholarships \(/cqc-home/scholarships\)](/cqc-home/scholarships)

[Scholarship recipients \(/cqc-home/scholarship-recipients\)](/cqc-home/scholarship-recipients)

[About CQC \(/cqc-home/about-cqc\)](/cqc-home/about-cqc) [Donate \(/cqc-home/donate\)](/cqc-home/donate)

[WA-CELI \(/cqc-home/WA-CELI\)](/cqc-home/WA-CELI) [Media releases \(/cqc-home/media-releases\)](/cqc-home/media-releases)

[CQC home \(/cqc-home\)](/cqc-home) / [Scholarships](/cqc-home/scholarships)

AWC Center for Quality Communities scholarships

The 2026 scholarship application cycle is open!

- [About the AWC Center for Quality Communities scholarship](#)
- [Donate to the CQC scholarship fund](#)
- [Students: How to apply](#)
- [Cities: How to nominate students](#)
- [Tips for cities](#)
- [2026 application checklists](#)



Cities: Learn more at a Q&A session

November 13 at 3 pm | Online

Interested in nominating a local student leader for the CQC scholarship? Join this Q&A session to learn more about the scholarship program and get tips and resources to help you connect with student leaders in your community. (This online meeting is for AWC member cities and towns only.)

Register now!

(<https://wacities.zoom.us/meeting/register/qMAJi1VRTMS0QjjOfRgaoA>)

About the AWC Center for Quality Communities scholarship

The AWC Center for Quality Communities (CQC) scholarship supports high school seniors who are active in leadership in their city government, community, or school and plan to pursue higher education.

Each year, all of Washington's 281 cities and towns can recruit scholarship applicants. Each city can nominate **one** graduating high school senior. This is a great way to recognize the youth in your community who have made a positive contribution to your city.

The CQC will award up to four \$3,000 scholarships in 2026.

Scholarship recipients also receive a travel stipend to attend AWC's Annual Conference in Spokane in June 2026.

2026 CQC scholarship timeline

October 22, 2025	Scholarship application period opens
November 13, 2025	Q&A session: Learn more about the scholarship process <i>(for cities/towns only)</i>
November 2025 – January 2026	City outreach and application review <i>(Students: Check with your city for your local application deadline.)</i>
January 26, 2026	Deadline for cities to nominate a student to the CQC
February – March 2026	Review of city nominees by CQC Scholarship Selection Committee
Spring 2026	Scholarship recipients announced
June 25, 2026	CQC luncheon at Annual Conference in Spokane

Donate to the CQC scholarship fund

The AWC Center for Quality Communities scholarships are supported by individual donors who are passionate about inspiring and recognizing youth leadership in municipal government.

Donate now! (</cqc-home/donate>)

The AWC CQC is pleased to have awarded **over 70 scholarships** and more than **\$100,000** in student funding!

Learn about our previous scholarship recipients (/cqc-home/scholarship-recipients).



Students: How to apply

Each city or town can nominate one graduating high school senior for a Center for Quality Communities scholarship. The recruitment and nomination process is done through your city. **Check with your city to find out the local deadline and process for students to apply.**

City nominations are due to the Center for Quality Communities by January 26, 2026.

Eligibility

Students interested in consideration for the Center for Quality Communities scholarship must be:

- Active in community leadership and civic service through city government, community groups, or school;
- Eligible to earn a high school diploma, homeschool diploma, or GED in spring/summer of 2026;
- Planning to continue education in the 2026-27 academic year at an accredited college or trade school at least half-time; and

- A Washington state resident.

Interested in applying?

- **Contact your city.** Information may be posted on your city's website, or you can reach out to your mayor's office for more details. Be sure to find out any local eligibility requirements and your local deadline to apply.
- **Complete the Center for Quality Communities scholarship application:**
 - 2026 CQC scholarship application (/docs/default-source/cqc-docs/cfqcappplication.pdf?sfvrsn=eac2254f_11)
 - Include a letter of recommendation from a nonrelative.
- **Submit your application to your city/town by your local deadline.**
- Your city will select a nominee to forward to the AWC Center for Quality Communities for consideration.
- **Scholarship recipients will be notified in Spring 2026.**
- **If you are selected as a recipient:**
 - AWC/CQC will provide a travel stipend for you to attend AWC's Annual Conference in Spokane to be recognized at a CQC luncheon on June 25, 2026. You will have the valuable opportunity to meet and network with local leaders from across the state.
 - You will be asked to provide a photo, and possibly a brief video, to be used to promote the scholarship program on AWC/CQC program materials, website, and/or social media.

Cities: How to nominate students

City nominations are due to the CQC by January 26, 2026.

Any of Washington's 281 cities and towns can recruit scholarship applicants. Each city can nominate **one** graduating high school senior to the Center for Quality Communities.

(Note: Student nominees who are applying to the University of Washington are also eligible for consideration for the prestigious UW Presidential Scholars Program (<https://www.washington.edu/presidentialscholarship/>). As long as the student has

checked the box on their application granting permission for it to be shared with Washington state academic institutions, the CQC will forward those applications to UW—neither the city nor the student needs to take any further action.)

How do you recruit, select, and nominate?

Cities and towns are important partners in the selection process. Here's how you do your part:

- Decide how your city will recruit and select a local nominee. (See below for ideas.)
- Set a local application deadline, keeping in mind that the city nomination is due on **January 26, 2026**.
- Publicize the scholarship and local deadline. See the tips for cities section below for ideas and resources to help you get the word out.
- Review the student applications and select one student to nominate for the CQC scholarship.
- Write a letter of support for the nominee.
- Submit your city's nominee to the Center for Quality Communities by **Monday, January 26, 2026**.
 - Use the online CQC scholarship nomination form (https://awc.co1.qualtrics.com/jfe/form/SV_6ShA1VqnDkAbSgC)
 - Upload the student's application, letter of recommendation, and your letter of support.

Tips for cities: Ideas to help with your community's scholarship process

Organize

- Review the Center for Quality Communities scholarship information (eligibility, process, timeline, etc.).
- Identify a city contact who will receive the scholarship applications.
- Set a local application deadline (keeping in mind that the deadline for cities to submit nominations to the CQC is January 26, 2026).

Determine local eligibility criteria

Each city can decide its local eligibility requirements. Consider the following:

- Is the scholarship limited to students living within city limits?
- Is the scholarship limited to active volunteers in city programs, or does it extend to school and community leadership activities?
- Do you want to partner with your local schools or service organizations to publicize the scholarship and recruit applicants?

Outreach – How do you want to spread the word?

Community-wide recruitment:

- Post information on your website.
- Include details in city publications.
- Send information to your local media. Sample press release (/docs/default-source/cqc-docs/recruitmentpressrelease.docx?sfvrsn=4ac5254f_15)
- Share on social media. Sample posts and graphics
- Print and distribute flyers at city hall, local libraries, and community centers.
 - Student recruitment flyer (/docs/default-source/cqc-docs/cqcscholarshipflyer.pdf?sfvrsn=77b32a4f_3) – Standard
 - Student recruitment flyer (/docs/default-source/cqc-docs/cqcscholarshipflyercustomizable.pdf?sfvrsn=85972c4f_1) – Customizable
- Share flyers with college counselors at local high schools, nonprofits, and community groups.
- Promote through your local youth council.
- Announce the scholarship opportunity at community meetings and service clubs.

Recruiting from city volunteers:

- Post a flyer at city hall.
- Advertise through city staff who work with student volunteers or high school students.
- Send information directly to student volunteers.
- Personally recruit student volunteers.

Working directly with local high schools:

- Send scholarship information and flyers to local high school college counselors.
- Encourage the school newspaper to help publicize the scholarship.

Nominations

Get your team organized.

- Name a selection committee to review the applications and select a scholarship nominee.
- Before reviewing applications, be sure to confirm that each applicant meets the scholarship eligibility criteria.

Select a nominee

Now comes the fun part!

- Review the student applications and select one student to nominate.
- Write a letter of support for your nominee.
- Submit your student nomination to the CQC through this online nomination form (https://awc.co1.qualtrics.com/jfe/form/SV_6ShA1VqnDkAbSgC) by **January 26, 2026**.

2026 application checklists

Student applicant checklist:

- 2026 CQC scholarship application (/docs/default-source/cqc-docs/cfqcappplication.pdf?sfvrsn=eac2254f_11)
- Letter of recommendation from a nonrelative

City/town checklist:

- 2026 CQC scholarship nomination form (https://awc.co1.qualtrics.com/jfe/form/SV_6ShA1VqnDkAbSgC)
- Student's CQC scholarship application
- Student's letter of recommendation
- City/town letter of support

Social media recruitment resources

Sample language for social media posts (/docs/default-source/cqc-docs/samplesocialmediaposts.docx?sfvrsn=4792284f_2)



LinkedIn (<https://www.linkedin.com/company/association-of-washington-cities?trk=biz-companies-cym>)



Facebook

(<https://www.facebook.com/AWCities/#>)



Instagram

(<https://www.instagram.com/awcities/>)

Click the graphic of your choice to download:



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1076 Franklin St. SE, Olympia, WA 98501

360.753.4137 | 1.800.562.8981

BREMERTON KITSAP ACCESS TELEVISION SERVICE CONTRACT

This Bremerton Kitsap Access Television Service Contract (“Agreement”) is made and executed by and between the City of Bremerton, which operates Bremerton Kitsap Access Television (“BKAT”), and City of Bainbridge Island. In this agreement, the parties will be referred to as “Bremerton” and “Bainbridge Island.” Bremerton and Bainbridge Island hereby agree as follows:

Section 1. Scope of Services. Bremerton shall provide governmental access television services, including but not limited to video production and program scheduling related to the Bainbridge Island commitments as outlined in this Agreement. Bremerton will post the City of Bainbridge Island City Council meeting agendas on the BKAT Community Bulletin Board. Bremerton shall provide consultation during productions in-progress, pre-production and post-production services, and properly trained staff. Bremerton’s specified numbers of service commitments covered by this Agreement are set forth in the following “BKAT Service Commitments to City of Bainbridge Island” table:

BKAT Service Commitments to the City of Bainbridge Island			
<u>Description</u>	<u>Location</u>	<u>Schedule</u>	<u>Annual Mtg. Allocation</u>
City Council Business Meetings	City Council Chambers	Second & Fourth Tuesdays	22
City Council Study Session Meetings	City Council Chambers	Third Tuesdays	11
City Council Study Session Meetings	City Council Chambers	First Tuesdays	4
Extra City Council Meetings, Public Hearings, and/or Special Meetings	City Council Chambers	As requested	4
		Total	41

Services shall include all meeting hours, pre-production and post-production time and portal-to-portal charges. Bainbridge Island shall retain control over program content and designate one person to authorize and request program schedule changes under this Agreement.

In the case of cancellations of meetings:

- Bremerton will not charge a cancellation fee for meetings cancelled by Bainbridge Island.
- Cancelled City Council meetings count as part of the annual meeting allocation.
- Cancelled City Council meetings cannot be reallocated to non-meeting video production requests.

Requests by Bainbridge Island for extra meetings, public hearings, or special meetings require a minimum of 30 days before the date of the extra meeting. Bremerton will review calendars for the ability to accommodate requests but is under no obligation to cover when there are staffing conflicts.

Notification by Bainbridge Island of meeting schedule dates and times, including holiday alterations for the upcoming year is requested as early as possible, but no later than December 1st of the previous year to confirm Bremerton staff commitments.

Requests by Bainbridge Island for an ongoing change in City Council meeting days, start times and/or durations from above listed Service Commitments will be considered on a case-by-case basis and should be communicated with as much lead time as possible.

Bremerton works with Bainbridge Island to establish regular, consistent playback times for programs produced under this Agreement. Once scheduled, program times shall not be moved, altered, or deleted without the consent of Bainbridge Island. Current programming broadcast schedule for 2026 is: first four (4) Tuesdays at 6:00pm live on Bainbridge Island cable system with first replay on BKAT countywide on Thursday at 8:00pm. Second countywide replay on BKAT is on Saturday at 1:00am.

Meetings longer than four (4) hours of airtime may be subject to replay on a different day or time than listed herein. Live programming may preempt or delay meeting replays. Extra meetings when requested may result in different replay airtimes as available.

Video Production requests outside of this agreement by Bainbridge Island and any meetings exceeding the total Annual Meeting Allocation will be taken on a per production basis. Fees for these services are separate from this Agreement and shall be determined by the applicable rate structure as published by Bremerton. Production scope, schedules and timelines for services beyond the scope of this Agreement shall be determined by the Parties at the time of request and agreed to in a service confirmation letter. Bainbridge Island shall have total control over the content of special productions.

Bremerton shall provide production and playback of regularly scheduled Council meetings and as a courtesy, will provide a video on demand (VOD) link for public viewing and download. Bremerton will maintain VOD archive for one (1) year after the original meeting date, after which point Bremerton may remove the digital video file(s) and associated metadata from VOD archive and take any action it deems appropriate with the file(s). Bremerton may keep the file(s) for longer than one (1) year at its own discretion but shall not be obligated to do so by terms of this Agreement. Bainbridge Island shall be responsible for downloading weekly and storing their own primary VOD copies of meetings if desired for record-keeping and compliance with the state Public Records Act (Chapter 42.56 RCW).

Production equipment in the chambers is the property of and responsibility of Bainbridge Island. Bainbridge Island will provide recording equipment capable of making files compatible with broadcast standards for replay on BKAT. BKAT cannot be held responsible for loss of recordings or live broadcasts due to equipment malfunction or failure.

If BKAT upgrades to an HDTV channel on the relevant cable television system(s),

Bainbridge Island will ensure that all equipment utilized by Bainbridge Island for program and origination and transmission/interconnect to BKAT and the relevant cable system is of HDTV-capable standard, with any necessary upgrades made at the expense of Bainbridge Island.

Section 2. Payment Obligations. In consideration of the services provided pursuant to this Agreement, Bainbridge Island shall pay Bremerton an annual service fee of **\$ 34,000.00**. Beginning on January 1, 2027, and each year thereafter, the amount will be adjusted by the prior year's June Seattle-Tacoma-Bremerton Consumer Price Index-Urban rate. In no instance shall the recalculated fee drop below **\$34,000.00**. Bremerton shall provide Bainbridge Island with written notice of the adjusted service fee amount prior to such increased payment being due. Services rendered beyond the scope of this Agreement, as set forth in Section 1, shall be billed in addition to the annual amount at the rates established and published by Bremerton.

Bainbridge Island shall pay the fee due to Bremerton under this Agreement as follows: On a monthly basis, and no later than the last claims batch of each month, Bainbridge Island shall pay Bremerton one-twelfth (1/12) of the current annual amount as specified herein. If Bremerton provides additional services to Bainbridge Island beyond those listed in the Scope of Services in Section 1, a separate invoice will be provided and payment due thereon within 30 days of receipt of such invoice.

Section 3. Term. This Agreement shall be for a period of three (3) years commencing January 1, 2026, and terminating December 31, 2028.

Section 4. Termination. Either party to this Agreement may terminate the Agreement without cause upon giving ninety (90) days' written notice to the other party. This Agreement may be immediately terminated for cause by either party if the other party substantially fails to perform through no fault of the terminating party, and the non-performing party does not commence correction of the failure of performance within thirty (30) days of the terminating party's sending notice to the non-performing party. In the event of termination, the Bainbridge Island shall pay for all services satisfactorily performed by Bremerton to the effective date of termination.

Section 5. Severability. Should any part of the Agreement be found invalid, the balance of the Agreement shall remain in full force and effect.

Section 6. Indemnify and Hold Harmless. The Parties shall each indemnify, defend, and hold the other harmless from and against any and all claims, suits, actions, causes of action, losses, damage, or liabilities arising or resulting from any alleged negligent or intentional acts or omissions arising out of the performance or non-performance of their respective responsibilities as set out in this Agreement. In the event of litigation to enforce any of the terms or provisions of the Agreement herein, each party shall pay its own costs and attorney's fees.

Section 7. Notices. All notices and other communications to be given by either party may be given in writing to the appropriate party as follows:

Public Access Manager
BKAT
(Bremerton Kitsap Access Television)
7266 Tibardis Rd NW
Bremerton, WA 98311

City Manager
City of Bainbridge Island
280 Madison Avenue N
Bainbridge Island, WA 98110

Section 8. Compliance with Laws. The Parties shall comply with all applicable federal, state, and local laws in performing their obligations under this Agreement.

Section 9. Choice of Law and Venue. This Agreement shall be interpreted according to the laws of the State of Washington. Any judicial action to resolve disputes arising out of this Agreement shall be brought in the Kitsap County Superior Court.

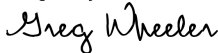
Section 10. Assignment. Any assignment of any portion of this Agreement shall not be made without the written consent of both Parties.

Section 11. Waiver. Failure to enforce any provision of this Agreement shall not be deemed a waiver of that provision. Waiver of any right of power arising out of this Agreement shall not be deemed waiver of any other right or power.

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

CITY OF BREMERTON

Signed by:



BAF46095E8E747B...
Greg Wheeler, Mayor

CITY OF BAINBRIDGE ISLAND

Blair King, City Manager

APPROVED AS TO FORM

Date

Signed by:



52ACBE8381B0462...
Kylie J. Finnell, City Attorney