



**City Council Regular Business Meeting
Tuesday, March 24, 2026**

Council Chambers
280 Madison Ave N
Bainbridge Island, WA

and

Remote Meeting on Zoom
<https://bainbridgewa.zoom.us/j/92947338351>
or Telephone: US: +1 253 215 8782
Webinar ID: 929 4733 8351

Agenda

- 1. Call to Order / Roll Call - 6:00 pm**
- 2. Approval of Agenda / Conflict of Interest Disclosure - 6:05 pm**
- 3. Presentation(s)**
 - A. (6:10 pm) Receive Poem from Bainbridge Island Poet Laureate Erin Malone for National Poetry Month
 - B. (6:15 pm) Authorize the Mayor to Sign a Proclamation Declaring April as Sustainable Bainbridge Month
 - C. (6:20 pm) Present Proclamation for Earth Month
 - D. (6:25 pm) Present Statement Honoring Dolores Huerta

4. Public Comment - 6:30 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, posted on the agenda page. 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.

5. Consent Agenda - 6:50 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.

- A. Agenda Bill for Consent Agenda
- B. Approve Accounts Payable and Payroll
- C. Approve Meeting Minutes
- D. Ratify the Interim City Manager's Purchase of a Toyota Forklift (\$50,831.51 Equipment Rental and Revolving Fund (ERR Fund))

6. City Manager's Report - 6:55 pm

7. Regular Business

- A. (7:00 pm) Receive Monthly Update on the Comprehensive Plan and Winslow Subarea Plan
- B. (7:10 pm) Receive Housing Accountability Act Status Report
- C. (7:20 pm) Authorize the Interim City Manager to Submit Grant Applications for the Safe Routes to School Program to Support the Valley Road and Finch/Sportsman Club Road projects, and Consider Advancing City Match Funds for Finch/Sportsman from 2029 to 2028 if a Grant is Received
- D. (7:30 pm) Consider Waterfront Park Lawn Management Coordination Agreement with Bainbridge Island Rowing for the Lawn Area at Waterfront Park and Authorize the Interim City Manager to Make Improvements to the Waterfront Park Lawn to Support Events and Pétanque Courts and Authorize a Related Budget Amendment (\$10,000 General Fund)
- E. (7:40 pm) Consider Ordinance No. 2026-03, Adopting Clarifying Updates to BIMC 5.38, Short-Term Rentals
- F. (7:50 pm) Consider Approach to Review the Appeal of a Business License Denial, and Consider Appointing a Council Subcommittee if This Option is Selected.
- G. (8:00 pm) Designate One Councilmember to Serve on the Selection Jury for the 2026-2027 "Something New" Public Art Rotation

8. Communications

- A. (8:05 pm) Receive Recommendation from the Winslow Subarea Plan and Comprehensive Plan Steering Committee for Next Steps Related to

Proposed Changes to the Comprehensive Plan Guiding Principles

- B. (8:20 pm) Consider Request from Councilmember Lant to Add a Discussion on Approval of City Advisory Work Plans to a Future Council Meeting

9. Council Announcements - 8:25 pm

10. Adjournment - 8:35 pm

The City of Bainbridge Island's meetings are wheelchair accessible. The City also provides auxiliary aids and services for effective communication such as assistive listening devices, closed captioning, and print materials in digital format. For other reasonable accommodations and/or modification to programs, services, or activities, please contact the ADA Coordinator, Anshu Wahi at awahi@bainbridgewa.gov or 206-947-0803 as soon as possible, preferably at least 2 business days prior to the meeting.



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: (6:10 pm) Receive Poem from Bainbridge Island Poet Laureate Erin Malone for National Poetry Month

Department: Executive

Agenda Section: Presentation(s)

Estimated Time: 5 Minutes

Recommendation:

Presentation only.

Narrative:

Bainbridge Island Poet Laureate Erin Malone will read a poem in honor of National Poetry Month.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

None



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: (6:15 pm) Authorize the Mayor to Sign a Proclamation Declaring April as Sustainable Bainbridge Month

Department: Executive

Agenda Section: Presentation(s)

Estimated Time: 5 Minutes

Recommendation:

I move to authorize the Mayor to sign a proclamation declaring April as Sustainable Bainbridge Month.

Narrative:

The attached proclamation declares April as Sustainable Bainbridge Month.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Sustainable Bainbridge Proclamation



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, recognizing April 2026, as Sustainable Bainbridge's Twentieth Anniversary in the City of Bainbridge Island.

WHEREAS, twenty years ago in April, a group of citizens met in Winslow with encouragement from then-Mayor Darlene Kordonowy to create a new organization to promote sustainability on Bainbridge Island; and

WHEREAS, the new organization, named Sustainable Bainbridge, incorporated, recruited volunteers, and began developing programs and events; and

WHEREAS, while remaining an entirely volunteer-driven organization through the past 20 years, Sustainable Bainbridge nurtured and launched these programs:

- Zero Waste Bainbridge Island helps our community send less waste to the landfill by encouraging reuse, recycling and composting through event discard management, the Tableware Lending Library, special material recycling and our reuse/recycle guide.
- Bainbridge Beach Naturalists educate the public about the critters and plants that inhabit the intertidal zone; as well as participate in citizen science research related to the health of the nearshore environment and Puget Sound.
- Bainbridge Island Watershed Council protects and restores our Island's watersheds and shorelines, and by doing so, supports the people and wildlife that depend on them.
- Weed Warriors remove non-native invasive vegetation to restore native habitat for people and salmon
- Bainbridge Greenways works to facilitate people on Bainbridge Island aged 8 to 80 to bike, walk or roll for more than 50 percent of their daily trips rather than drive a car.
- Climate Action Bainbridge takes actions to reduce the threats of climate change on the local, state and regional level.
- Bainbridge Solar Collective is a community-based group with one mission: to accelerate and expand the installation of solar panels and battery storage systems across Bainbridge Island.

- ReFashion Bainbridge is dedicated to providing information about fashion sustainability on Bainbridge Island, educating the public on the environmental impact of clothing choices through speakers, workshops, fashion shows, conferences and web resources.

WHEREAS, Sustainable Bainbridge provides regular educational events to the community through Earth Month, annual beach cleanups, the Environmental Conference, and Fix-It Fairs.

NOW, THEREFORE, I, Clarence Moriwaki, Mayor of the City of Bainbridge Island, on behalf of the City Council, do hereby recognize the month of April 2026, as the 20th birthday of Sustainable Bainbridge and encourage all residents to participate in and enjoy the programs and educational offerings of this organization.

DATED this 24th day of March 2026

Clarence Moriwaki, Mayor



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: (6:20 pm) Present Proclamation for Earth Month

Department: Executive

Agenda Section: Presentation(s)

Estimated Time: 5 Minutes

Recommendation:

Presentation only.

Narrative:

The attached proclamation declares the month of April as Earth Month. It is one of the annual proclamations that may be signed by the Mayor without further Council action.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Earth Month Proclamation 2026



PROCLAMATION

A PROCLAMATION by the City Council of the City of Bainbridge Island, Washington, declaring April 2026, as “Earth Month” in the City of Bainbridge Island.

Whereas, this year’s theme for Earth Day on April 22, 2026 is “Our Power, Our Planet;” and

Whereas, in 2026, “Our Power. Our Planet” refers to the role of people and communities worldwide in sustaining environmental protections that affect the cost of living, public health, infrastructure reliability, and long-term stability; and

Whereas, environmental conditions influence food systems, water availability, energy access, disaster risk, and economic resilience across all regions; and

Whereas, community participation has historically shaped these outcomes across countries and political systems; and

Whereas, “Our Power. Our Planet” reflects the documented role of collective action in shaping environmental outcomes beyond formal governance structures alone; and

Whereas, public participation has influenced standards, enforcement, and local implementation where impacts are felt most directly; and

Whereas, Sustainable Bainbridge and community partners have planned a series of events in April to raise awareness and encourage involvement to protect our island and our planet throughout the year.

NOW, THEREFORE, I, Clarence Moriwaki, Mayor of the City of Bainbridge Island, Washington, on behalf of the City Council, do hereby proclaim April 2026, as **BAINBRIDGE ISLAND EARTH MONTH** and encourage all residents to join me in protecting the environment during Earth Month and throughout the year.

Accepting the proclamation will be Abby Wade. For 30 years, Abby has gone out almost every day around the downtown area with her grabber and two bags – one for trash and one for recycling – picking up litter. Initially she focused on cigarette butts because she had read an article about how detrimental nicotine is to aquatic life. But now she does not discriminate. Abby receives many waves of thanks for her efforts, but she says the best compliment someone could give her is to do as she does. Thank you, Abby, for keeping our island clean and green over all these years!

DATED this 24th day of March 2026.

Clarence Moriwaki, Mayor



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: (6:25 pm) Present Statement Honoring Dolores Huerta

Department: Executive

Agenda Section: Presentation(s)

Estimated Time: 5 Minutes

Recommendation:

Presentation only.

Narrative:

The City of Bainbridge Island will not forward its annual proclamation for “Cesar Chavez and Dolores Huerta Day of Service and Learning” in light of emerging allegations of sexual abuse by Chavez from several women, including Dolores Huerta.

However, her remarkable life and accomplishments will be publicly honored by the attached statement.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Dolores Huerta statement



STATEMENT HONORING DOLORES HUERTA

The City of Bainbridge Island will not forward its annual proclamation for “Cesar Chavez and Dolores Huerta Day of Service and Learning” in light of emerging allegations of sexual abuse by Chavez from several women, including Dolores Huerta.

However, her remarkable life and accomplishments should continue to be publicly honored, and we offer this statement:

Dolores Huerta was born on April 10, 1930, in Dawson, a small mining town in New Mexico into a Mexican American family, and spent most of her early life in the Central Valley of California where she found her passion for fighting for the rights of workers and their families and helped pioneer a transformative farm labor movement that carries on to this day through the Dolores Huerta Foundation.

In 1962, Huerta helped establish the National Farm Workers Association, dedicated to organizing farmworkers for better working conditions. The organization was a predecessor of United Farm Workers (UFW), which was later founded in partnership with Filipino American farmworkers, and other labor leaders and activists. The UFW was the first to win collective bargaining rights for farm workers. A skillful lobbyist and negotiator, Huerta played a central role in many of the movement’s successes, including an international boycott of grapes that led to the first farmworker union contracts, and the watershed California Agricultural Labor Relations Act of 1975.

The UFW’s collective bargaining agreements significantly improved the quality of life for farm workers throughout the United States and continue to impact workers’ lives today, as well as hold significant meaning for Chicano and Filipino communities on Bainbridge Island.

Dolores Huerta’s lifelong pursuit of justice has earned her many accolades over the years. In 1993, Huerta became the first Latina inducted into the National Women’s Hall of Fame. She received the Eleanor Roosevelt Human Rights Award in 1998, was awarded the Presidential Medal of Freedom in 2012, and was inducted into the California Hall of Fame in 2013. At the age of 95, she continues to spread her message and share her story, and the City of Bainbridge Island honors her work and her strength during these last few days of Women’s History Month.



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: Consider Approval of the Consent Agenda

Department: Executive

Agenda Section: Consent Agenda - 6:50 pm

Estimated Time: 0 Minutes

Recommendation:

I move to approve the Consent Agenda as presented.

Narrative:

Council will consider approval of the Consent Agenda.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

None



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: Approve Accounts Payable and Payroll

Department: Finance

Agenda Section: Consent Agenda - 6:50 pm

Estimated Time: 0 Minutes

Recommendation:

Approve accounts payable and payroll.

Narrative:

Council will consider approval of accounts payable and payroll.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. AP Report to Council of Cash Disbursements 03-12-26
2. Council Report 3-20-26



ACCOUNTS PAYABLE REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS
CHECK RUN DATE: 03/12/2026

Last check from previous run: 363117 dated 03/05/2026 issued to WA State Patrol for \$153.00

Last ACH from previous run: 7299 dated 03/06/2026 issued to Westbay Auto Parts for \$382.35

Payment Type	Check Date	Check Number	Department/Vendor/Description	Amount
Regular Check Run	03/12/2026	363118-363133	Total Regular Check Run	\$ 58,967.73
Regular ACH Run	03/13/2026	7300-7338	Total Regular ACH Run	158,978.31
Total Disbursements				\$ 217,946.04

Retainage Release	N/A	N/A	N/A	N/A
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

Kim Dunscombe, Accounting Manager

03.12.2026

Date

REGULAR CHECK RUN *ML* 03/12/26

03/12/2026 09:28 |CITY OF BAINBRIDGE ISLAND
glin |A/P CASH DISBURSEMENTS JOURNAL

|P 1
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CASH ACCOUNT: 635 111100 CASH
CHECK NO CHK DATE TYPE VENDOR NAME

VOUCHER INVOICE

INV DATE PO

CHECK RUN

NET

						INVOICE DTL DESC			
363118	03/12/2026	PRTD	1235 AT&T ONENET SERVICE	284399	1281958411	03/01/2026	03/12/26	9.59	
Invoice: 1281958411				9.59	91011215 542100	POL/FAX LONG DISTANCE			
				GG-C/E-PD-PHONE					
Invoice: 1281966779				284400	1281966779	03/01/2026	03/12/26	.81	
				.81	91011189 542100	PCD/FAX LONG DISTANCE			
				GG-C/E-CITY HALL-PHONE					
CHECK 363118 TOTAL:								10.40	
363119	03/12/2026	PRTD	551 CENTURYLINK	284353	333455311MAR26	03/03/2026	03/12/26	84.99	
Invoice: 333455311MAR26				84.99	91415345 542100	ROCKAWAY BEACH PRV TELEMTRY			
				GG-WTR ROCKAWAY-PHONES					
Invoice: 333456203MAR26				284354	333456203MAR26	03/08/2026	03/12/26	136.75	
				136.75	91011757 542100	E-PHONE @ WFP DOCK			
				GG-GF-WFP DOCK-PHONE					
Invoice: 333538490MAR26				284355	333538490MAR26	03/03/2026	03/12/26	221.00	
				221.00	91011189 542100	CH SECURITY ALARM MONITORING			
				GG-C/E-CITY HALL-PHONE					
Invoice: 333539008MAR26				284356	333539008MAR26	03/03/2026	03/12/26	84.99	
				84.99	91421891 542100	VILLAGE SEWER PUMP			
				GG-SWR-FAC-PHONE					
Invoice: 333539952MAR26				284357	333539952MAR26	03/03/2026	03/12/26	82.22	
				82.22	91011189 542100	CITY HALL ELEVATOR SERVICE LINE			
				GG-C/E-CITY HALL-PHONE					
Invoice: 333540470MAR26				284358	333540470MAR26	03/03/2026	03/12/26	172.20	
				172.20	91011189 542100	CH FIRE ALARM MONITORING			
				GG-C/E-CITY HALL-PHONE					
Invoice: 333622962MAR26				284359	333622962MAR26	03/08/2026	03/12/26	86.10	
				52.62	91011215 542100	POL&CRT/PHONE LINES			
				33.48	91011251 542100	GG-C/E-PD-PHONE			
				GG-GF-COURT PHONE/POSTAGE					
Invoice: 333624059MAR26				284360	333624059MAR26	03/03/2026	03/12/26	65.94	
				65.94	91411891 542100	FLETCHER BAY WELL TELEMTRY			
				GG-WTR-FAC-PHONE					
Invoice: 333625378MAR26				284361	333625378MAR26	03/03/2026	03/12/26	65.94	
				65.94	91411891 542100	HEAD OF BAY WELL TELEMTRY			
				GG-WTR-FAC-PHONE					
Invoice: 333635516MAR26				284362	333635516MAR26	03/03/2026	03/12/26	137.99	
				137.99	91011215 542100	POL TI MANDUS			
				GG-C/E-PD-PHONE					

03/12/2026 09:28 |CITY OF BAINBRIDGE ISLAND
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CASH ACCOUNT: 635 111100 CASH
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CHECK NO	CHK	DATE	TYPE	VENDOR NAME	CASH	VOUCHER	INVOICE	INV DATE	PO	CHECK RUN	NET
						284363	333793403MAR26	03/03/2026		03/12/26	81.96
Invoice: 333793403MAR26						81.96	91011755 542100	COMMONS FIRE ALARM MONITORING GG-C/E-COMMONS-PHONE			
Invoice: 333875640MAR26						284364	333875640MAR26	03/03/2026		03/12/26	172.20
						172.20	91011897 542100	O&M FIRE ALARM MONITORING GG-C/E-O&M YARD FAC-PHONE			
Invoice: 333875826MAR26						284365	333875826MAR26	03/03/2026		03/12/26	50.35
						50.35	91411891 542100	SAND AVE WELL TELEMETRY GG-WTR-FAC-PHONE			
Invoice: 333876299MAR26						284366	333876299MAR26	03/06/2026		03/12/26	84.99
						84.99	91411891 542100	259 FERNCLIFF PRV TELEMETRY GG-WTR-FAC-PHONE			
Invoice: 333961035MAR26						284367	333961035MAR26	03/08/2026		03/12/26	84.99
						84.99	91421891 542100	210 MADISON AVE SLS TELEMETRY GG-SWR-FAC-PHONE			
Invoice: 334160590MAR26						284368	334160590MAR26	03/08/2026		03/12/26	644.24
						393.70	91011215 542100	TSJC - ELEVATOR LINE & STAFF LINES GG-C/E-PD-PHONE			
						250.54	91011251 542100	GG-GF-COURT PHONE/POSTAGE			
						CHECK 363119 TOTAL:					2,256.85
363120	03/12/2026	PRTD	10751	CINTAS CORPORATION N		284329	4260882172	02/25/2026	20250003	03/12/26	54.46
Invoice: 4260882172						54.46	73425358 54500001388	PW/WWTP UNIFORM AND LAUNDRY SERVICES WWTP UNIFORM SVC-RENTALS			
Invoice: 4261617273						284330	4261617273	03/04/2026	20250003	03/12/26	54.46
						54.46	73425358 54500001388	PW/WWTP UNIFORM AND LAUNDRY SERVICES WWTP UNIFORM SVC-RENTALS			
						CHECK 363120 TOTAL:					108.92
363121	03/12/2026	PRTD	152	DAILY JOURNAL OF COM		284371	3416358	01/14/2026		03/12/26	363.00
Invoice: 3416358						363.00	71011321 544000	PW/ANNUAL ADV FOR MRSC SMALL WORKS ROSTER PW - C/E ADVERTISING			
						CHECK 363121 TOTAL:					363.00
363122	03/12/2026	PRTD	8514	HERITAGE-CRYSTAL CLE		284370	19835573	02/25/2026		03/12/26	1,952.50
Invoice: 19835573						1,952.50	91011897 547900	55G USED ANTIFREEZE, 55G NONHAZ ENERGY RECOVERY GG-C/E-O&M YARD FAC-GARBAGE			

03/12/2026 09:28 |CITY OF BAINBRIDGE ISLAND
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CASH ACCOUNT: 635 111100 CASH
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CHECK 363122 TOTAL: 1,952.50

363123 03/12/2026 PRTD 694 KPUD
Invoice: KPUD-COBI-2026-FEB

284406 KPUD-COBI-2026-FEB
35,660.32 73426356 551000

03/04/2026 03/12/26
PW/SEWER UTILITY CHARGE FEB26
SIS-SD#7 PROCESSING CHGS

35,660.32

CHECK 363123 TOTAL: 35,660.32

363124 03/12/2026 PRTD 420 PITNEY BOWES GLOBAL
Invoice: 3322194439

284380 3322194439
121.21 21011125 545000

03/05/2026 03/12/26
CRT/POSTAGE MACHINE LEASE - JAN26-APR26
COURT-RENTS & LEASES

121.21

CHECK 363124 TOTAL: 121.21

363125 03/12/2026 PRTD 1205 PUGET SOUND ENERGY
Invoice: 220033922505MAR26

284408 220033922505MAR26
10.87 91011739 547100

03/09/2026 03/12/26
278 WINSLOW WAY E KIOSK
COMM EVENTS-ELECTRICITY

10.87

CHECK 363125 TOTAL: 10.87

363126 03/12/2026 PRTD 1205 PUGET SOUND ENERGY
Invoice: 220039941426MAR26

284409 220039941426MAR26
10.87 73011319 547100

03/09/2026 03/12/26
9229 NE DAY RD E # WELL
FARM LAND UTILITIES (ELECTRIC)

10.87

CHECK 363126 TOTAL: 10.87

363127 03/12/2026 PRTD 1205 PUGET SOUND ENERGY
Invoice: 220039941434MAR26

284410 220039941434MAR26
270.88 73011319 547100

03/09/2026 03/12/26
8862 NE LOVGREEN RD # PUMP
FARM LAND UTILITIES (ELECTRIC)

270.88

CHECK 363127 TOTAL: 270.88

363128 03/12/2026 PRTD 8654 RAUL AGUIRRE
Invoice: 3326

284382 3326
130.00 21011125 541230

03/03/2026 03/12/26
CRT/SPANISH INTERPRETER SERVICES 03/03/26
COURT-INTERPRETER

130.00

Invoice: 22426

284383 22426
130.00 21011125 541230

02/24/2026 03/12/26
CRT/SPANISH INTERPRETER SERVICES 02/24/26
COURT-INTERPRETER

130.00

CHECK 363128 TOTAL: 260.00

363129 03/12/2026 PRTD 8035 SHINE QUARRY, LLC
Invoice: 14821

284338 14821
306.30 73111423 531100

02/25/2026 03/12/26
PW/1/4" MINUS 25.50 TONS
OFFICE SUPPLIES

306.30

03/12/2026 09:28 |CITY OF BAINBRIDGE ISLAND
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CASH ACCOUNT: 635 111100 CASH
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				CHECK	363129 TOTAL:	306.30	
363130	03/12/2026 PRTD	601 SOUND REPROGRAPHICS	284339	114988	02/26/2026	03/12/26	30.53
Invoice: 114988			30.53	72011321 531100	ENG/ENCAPSULATE LAMINATE		
			284340	114991	03/03/2026	03/12/26	208.21
Invoice: 114991			208.21	72011321 531100	ENG/BUSINESS CARDS - P NYLUND & K BRUNO		
					ENG - C/E ADMIN SUPPLIES		
				CHECK	363130 TOTAL:	238.74	
363131	03/12/2026 PRTD	10731 SYN-TECH SYSTEMS	284395	329766	02/17/2026	03/12/26	4,806.98
Invoice: 329766			4,806.98	81011881 548500	IT/FUELMASTER AUTOMATED FUEL MGMNT SW	MAR26-FEB27	
					IT - C/E COMPUTER SUPPORT		
				CHECK	363131 TOTAL:	4,806.98	
363132	03/12/2026 PRTD	1485 VERIZON WIRELESS	284344	6137504937	03/01/2026	03/12/26	78.80
Invoice: 6137504937			78.80	72637319 54210000809	ENG/MODEMS FOR AUTOMATED FLOW STATIONS		
			284413	6137504936	03/01/2026	03/12/26	5,973.97
Invoice: 6137504936			51.74	91425358 542100	CITYWIDE WIRELESS SERVICES		
			155.22	91421891 542100	GG-WWTP-TELEPHONE/FAX		
			51.74	91411891 542100	GG-SWR-FAC-PHONE		
			51.74	91415345 542100	GG-WTR-FAC-PHONE		
			120.03	73411345 542100	GG-WTR ROCKAWAY-PHONES		
			5,543.50	91011189 542100	O&M-WTR MAINT-PHONE/POSTAGE		
					GG-C/E-CITY HALL-PHONE		
				CHECK	363132 TOTAL:	6,052.77	
363133	03/12/2026 PRTD	938 WA ST DEPT OF HEALTH	284345	97650T-2026	02/25/2026	03/12/26	6,537.12
Invoice: 97650T-2026			6,537.12	73411345 549100	PW/PUBLIC WATER SYSTEM ANNUAL FEE		
					DUES/SUBSCRIPTIONS		
				CHECK	363133 TOTAL:	6,537.12	

NUMBER OF CHECKS 16 *** CASH ACCOUNT TOTAL *** 58,967.73

	COUNT	AMOUNT
TOTAL PRINTED CHECKS	16	58,967.73

*** GRAND TOTAL *** 58,967.73

03/12/2026 09:28 |CITY OF BAINBRIDGE ISLAND
glin |A/P CASH DISBURSEMENTS JOURNAL
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
2026 3 105	APP 001-213000	03/12/2026	03/12/26	031226			GENERAL - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		15,323.61	
APP 635-111100	03/12/2026	03/12/26	031226				CASH AP CASH DISBURSEMENTS JOURNAL			58,967.73
APP 401-213000	03/12/2026	03/12/26	031226				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		7,112.84	
APP 402-213000	03/12/2026	03/12/26	031226				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		36,146.18	
APP 101-213000	03/12/2026	03/12/26	031226				STREETS - ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		306.30	
APP 631-213000	03/12/2026	03/12/26	031226				ACCOUNTS PAYABLE AP CASH DISBURSEMENTS JOURNAL		78.80	
GENERAL LEDGER TOTAL									58,967.73	58,967.73
APP 631-130000	03/12/2026	03/12/26	031226				DUE TO/FROM CLEARING		58,888.93	
APP 001-130000	03/12/2026	03/12/26	031226				GENERAL - DUE TO/FROM CLEARING			15,323.61
APP 401-130000	03/12/2026	03/12/26	031226				DUE TO/FROM CLEARING			7,112.84
APP 402-130000	03/12/2026	03/12/26	031226				DUE TO/FROM CLEARING			36,146.18
APP 101-130000	03/12/2026	03/12/26	031226				STREETS - DUE TO/FROM CLEARING			306.30
SYSTEM GENERATED ENTRIES TOTAL									58,888.93	58,888.93
JOURNAL 2026/03/105 TOTAL									117,856.66	117,856.66

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CITY OF BAINBRIDGE ISLAND
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JOURNAL ENTRIES TO BE CREATED

FUND	YEAR	PER	JNL	EFF DATE	DEBIT	CREDIT
ACCOUNT				ACCOUNT DESCRIPTION		
001 GENERAL FUND	2026	3	105	03/12/2026		
001-130000				GENERAL - DUE TO/FROM CLEARING		15,323.61
001-213000				GENERAL - ACCOUNTS PAYABLE	15,323.61	
				FUND TOTAL	15,323.61	15,323.61
101 STREET FUND	2026	3	105	03/12/2026		
101-130000				STREETS - DUE TO/FROM CLEARING		306.30
101-213000				STREETS - ACCOUNTS PAYABLE	306.30	
				FUND TOTAL	306.30	306.30
401 WATER OPERATING FUND	2026	3	105	03/12/2026		
401-130000				DUE TO/FROM CLEARING		7,112.84
401-213000				ACCOUNTS PAYABLE	7,112.84	
				FUND TOTAL	7,112.84	7,112.84
402 SEWER OPERATING FUND	2026	3	105	03/12/2026		
402-130000				DUE TO/FROM CLEARING		36,146.18
402-213000				ACCOUNTS PAYABLE	36,146.18	
				FUND TOTAL	36,146.18	36,146.18
631 CLEARING FUND	2026	3	105	03/12/2026		
631-130000				DUE TO/FROM CLEARING	58,888.93	
631-213000				ACCOUNTS PAYABLE	78.80	
635-111100				CASH		58,967.73
				FUND TOTAL	58,967.73	58,967.73

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 JOURNAL ENTRIES TO BE CREATED

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FUND		DUE TO	DUE FR
001	GENERAL FUND		15,323.61
101	STREET FUND		306.30
401	WATER OPERATING FUND		7,112.84
402	SEWER OPERATING FUND		36,146.18
631	CLEARING FUND		
		58,888.93	
		-----	-----
	TOTAL	58,888.93	58,888.93

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

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

VOUCHER INVOICE

INV DATE

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				INVOICE DTL DESC		
7300 03/13/2026 EFT	5 ACE HARDWARE	284308	059962-1	02/20/2026	03/12/26	64.88
Invoice: 059962-1		64.88	73011897 531100	PW/WO 24478 - FITTINGS, FASTENERS, HOSE CLAMP O&M-C/E-PWY FAC-SUPPLIES		
		284309	59969-1	02/20/2026	03/12/26	18.54
Invoice: 59969-1		18.54	73011897 531100	PW/WO 24478 - POWER CORD, PUSH COUPLING O&M-C/E-PWY FAC-SUPPLIES		
		284310	059996-1	02/26/2026	03/12/26	56.75
Invoice: 059996-1		56.75	73011897 531100	PW/WO 24478 - MULTI-PURPOSE SAW, JAB SAW O&M-C/E-PWY FAC-SUPPLIES		
		284311	60000-1	02/27/2026	03/12/26	16.36
Invoice: 60000-1		16.36	73411345 531100	PW/WO 24522 - THREAD SEALANT, PTFE TAPE OFFICE SUPPLIES		
		284312	060002-1	02/27/2026	03/12/26	62.21
Invoice: 060002-1		62.21	73411345 531100	PW/WO 24523 - HOSE BIBB X2, HOSE ADAPTER OFFICE SUPPLIES		
		284313	60033-1	03/03/2026	03/12/26	216.03
Invoice: 60033-1		216.03	73011897 53110001401	PW/WO 24478 - PAINT, RIM SAW BLADE, DRILL BIT SET PW KITCHEN/LUNCH RM SUPPLIES		
		284314	060036-1	03/03/2026	03/12/26	11.99
Invoice: 060036-1		11.99	73011897 531100	PW/WO 24478 - SANDING SPONGE X2 O&M-C/E-PWY FAC-SUPPLIES		
		284315	60045-1	03/04/2026	03/12/26	267.35
Invoice: 60045-1		267.35	73111261 531100	PW/WO 24512 - RIP HAMMER, SAW BLADE, TAPE MEASURE OFFICE SUPPLIES		
		284316	060047-1	03/04/2026	03/12/26	34.89
Invoice: 060047-1		34.89	73011897 53110001401	PW/WO 24478 - ABS COUPLING, TRAP ADAPTER, P-TRAP PW KITCHEN/LUNCH RM SUPPLIES		
		284317	60050-1	03/04/2026	03/12/26	15.26
Invoice: 60050-1		15.26	73011897 53110001401	PW/WO 24478 - ABS COUPLING, WALL PLATE X2 PW KITCHEN/LUNCH RM SUPPLIES		
		284318	060053-1	03/04/2026	03/12/26	38.35
Invoice: 060053-1		38.35	73411345 531100	PW/WO 24527 - THREAD SEAL TAPE, TARP STRAPS OFFICE SUPPLIES		
		284319	060056-1	03/04/2026	03/12/26	59.99
Invoice: 060056-1		59.99	73011897 53110001401	PW/WO 24478 - TILE BLADE, PLUMBING SUPPLIES PW KITCHEN/LUNCH RM SUPPLIES		
		284320	60058-1	03/04/2026	03/12/26	26.19
Invoice: 60058-1		26.19	73421355 531100	PW/WO 24555 - CLEANER, SHOP TOWELS WIN COLL-SUPPLIES		

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CASH ACCOUNT: 635 111100 CASH
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						284321	060059-1	03/05/2026		03/12/26	69.84
Invoice: 060059-1						69.84	73421355 531100	PW/NO 24558 - SHOP TOWELS, UTILITY TUB, CLEANER WIN COLL-SUPPLIES			
						284322	060063-1	03/05/2026		03/12/26	98.27
Invoice: 060063-1						98.27	73111261 531100	PW/NO 24512 - CUP GRINDING WHEEL OFFICE SUPPLIES			
						CHECK		7300 TOTAL:			1,056.90
7301	03/13/2026	EFT	10273	ALS GROUP USA CORP.		284323	36-51-708185-0	02/23/2026		03/12/26	275.00
Invoice: 36-51-708185-0						275.00	73011897 541100	PW/NO 24543 - PFAS TESTING O&M-C/E-PWY FAC-PROF SVCS			
						284324	36-51-708186-0	02/23/2026		03/12/26	1,175.00
Invoice: 36-51-708186-0						1,175.00	73411345 541100	PW/NO 24523 - PFAS TESTING PROFESSIONAL SERVICES			
						CHECK		7301 TOTAL:			1,450.00
7302	03/13/2026	EFT	5489	AMAZON CAPITAL SERVI		284325	14GH-GJGP-LNLC	01/27/2026		03/12/26	18.55
Invoice: 14GH-GJGP-LNLC						18.55	31011131 531100	EX/SUPPLIES FOR CITY MANAGER RETIREMENT COMM EVENT EX-GF-SUPPLIES			
						284326	14WT-F6J6-XWG1	01/09/2026		03/12/26	40.39
Invoice: 14WT-F6J6-XWG1						40.39	31011131 531100	EX/PROTECTIVE STORAGE FOR EVENT SUPPLIES EX-GF-SUPPLIES			
						CHECK		7302 TOTAL:			58.94
7303	03/13/2026	EFT	4365	AUTOMATIC FUNDS TRAN		284401	BAIN2602028	02/26/2026		03/12/26	728.50
Invoice: BAIN2602028						728.50	41011141 541100	FIN/B&O FEB26 FIN-GF-PROF SVCS			
						CHECK		7303 TOTAL:			728.50
7304	03/13/2026	EFT	5202	BAINBRIDGE ARTS & CR		284327	2026-Q1.2	02/27/2026		03/12/26	883.33
Invoice: 2026-Q1.2						883.33	31011732 54110000297	EX/2026-2027 CULTURAL FUNDING EX-GF-CULTURAL ARTS & SCIENCES			
						CHECK		7304 TOTAL:			883.33
7305	03/13/2026	EFT	567	BAINBRIDGE ISLAND DO		284402	260114	02/17/2026		03/12/26	35,000.00
Invoice: 260114						35,000.00	31411573 54110000297	EX/MAIN ST TAX CONTRIBUTION 2026 STATE MAIN STREET TAX CR PRGM			

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CASH ACCOUNT: 635 111100 CASH
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CHECK 7305 TOTAL: 35,000.00

7306 03/13/2026 EFT 360 BUILDERS FIRSTSOURCE 284328 101046485
Invoice: 101046485
10.91 73011183 531100

02/19/2026 03/12/26 10.91
PW/WO 24476 - HI CAP PLUNGER
O&M-C/E-CH FAC-SUPPLIES

CHECK 7306 TOTAL: 10.91

7307 03/13/2026 EFT 7823 CIVICPLUS, LLC 284384 357383
Invoice: 357383
3,774.29 81011881 548500

01/01/2026 03/12/26 3,774.29
IT/SEE CLICK FIX APPLICATION 7/1/2025-6/30/2026
IT - C/E COMPUTER SUPPORT

CHECK 7307 TOTAL: 3,774.29

7308 03/13/2026 EFT 142 COPIERS NORTHWEST IN 284385 INV3143848
Invoice: INV3143848
144.50 31011131 545000
144.51 41011141 545000
123.57 31011131 531100
123.57 41011141 531100

02/24/2026 03/12/26 536.15
EX,FIN/COPIER LEASE & OVERAGES
EX-GF-RENTS & LEASES
FIN-GF-RENTS & LEASES
EX-GF-SUPPLIES
FIN-GF-SUPPLIES

CHECK 7308 TOTAL: 536.15

7309 03/13/2026 EFT 10374 ASGN INCORPORATED 284369 CI-11133
Invoice: CI-11133
897.00 81011881 54110001398

03/03/2026 03/12/26 897.00
IT/WEBSITE CONTENT MANAGER CONSULTING SERVICES
WEBSITE UPDATE - PROF SVCS

CHECK 7309 TOTAL: 897.00

7310 03/13/2026 EFT 5781 EXTERMINATION SERVIC 284331 55035
Invoice: 55035
369.10 73011183 548100

02/20/2026 03/12/26 369.10
PW/PREVENTIVE SVCS - CITY HALL FEB26
O&M-C/E-CH FAC-REPAIRS

Invoice: 55036
284332 55036
306.85 73011897 548100

02/20/2026 03/12/26 306.85
PW/PREVENTIVE SVCS - MAINTENANCE YARD FEB26
O&M-C/E-PWYD FAC-REPAIRS

CHECK 7310 TOTAL: 675.95

7311 03/13/2026 EFT 1953 FERGUSON ENTERPRISES 284372 0111087-1
Invoice: 0111087-1
427.32 73411345 531100

02/25/2026 03/12/26 427.32
PW/WO 24527 - VALVE BOX TOP X2
OFFICE SUPPLIES

CHECK 7311 TOTAL: 427.32

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

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INVOICE DTL DESC

7312	03/13/2026 EFT	10565	GANNETT MEDIA CORP	284403	0007562286	02/28/2026	03/12/26	29.32
	Invoice: 0007562286			12.68	11011113 544000	CC,PCD/KITSAP SUN ADS FEB26		
				16.64	63470586 544000	COUNCIL - LEGAL NOTICES		
						CUR-DEV-ZONING-ADV		
						CHECK	7312 TOTAL:	29.32
7313	03/13/2026 EFT	6765	GILCHRIST CHEVROLET	284386	38031	10/27/2025	03/12/26	224.07
	Invoice: 38031			224.07	73011321 548100	PW/WO 00231 - TRANSMISSION REPAIR		
						O&M-C/E-ENG VEH WORK-R&M		
	Invoice: 40109			284387	40109	02/24/2026	03/12/26	27.27
				27.27	53011212 548100	POL/WO 00312 - TIRE ROTATION		
						POLICE - C/E PATROL MAINTENANC		
						CHECK	7313 TOTAL:	251.34
7314	03/13/2026 EFT	10459	GORDON THOMAS HONEYW	284333	FEBRUARY 2026 1337	02/28/2026	03/12/26	4,400.00
	Invoice: FEBRUARY 2026 1337			4,400.00	11011112 541100	CC/WA STATE LEGISLATIVE ISSUES REPRESENTATION		
						COUNCIL-LOBBYING/PROMOTION PS		
						CHECK	7314 TOTAL:	4,400.00
7315	03/13/2026 EFT	513	GRAINGER	284334	9806830981	02/12/2026	03/12/26	137.36
	Invoice: 9806830981			137.36	73501448 66400001403	PW/WO 00318 - UPFIT		
						FORD F250 MED DUTY TRUCK PUR		
						CHECK	7315 TOTAL:	137.36
7316	03/13/2026 EFT	10509	GLCC SERVICES LLC	284373	70007243	03/03/2026 20260000	03/12/26	696.62
	Invoice: 70007243			696.62	73011897 54810000269	PW/STRIP AND APPLY FINISH TO ONE OFFICE FLOOR @O&M		
						JANITORIAL CONTRACT-PWY		
						CHECK	7316 TOTAL:	696.62
7317	03/13/2026 EFT	1517	GUARDIAN SECURITY SY	284335	1707441	03/01/2026	03/12/26	73.11
	Invoice: 1707441			73.11	51011215 541100	POL/EVIDENCE LOCKER SECURITY		
						POLICE - C/E FACIL PROF SVCS		
						CHECK	7317 TOTAL:	73.11
7318	03/13/2026 EFT	253	HACH COMPANY	284374	14878591	02/17/2026	03/12/26	218.14
	Invoice: 14878591			218.14	73411345 531100	PW/WO 24522 - DPD FREE BULK DISPENSER & POWDER		
						OFFICE SUPPLIES		

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

VOUCHER INVOICE

INV DATE

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INVOICE DTL DESC

CHECK 7318 TOTAL: 218.14

7319 03/13/2026 EFT 9507 INSIGHT PUBLIC SECTO 284388 1101361953
Invoice: 1101361953
78,174.96 81011881 548500

02/18/2026 03/12/26 78,174.96
IT/ANNUAL MAINTENANCE FOR MICROSOFT LICENSES
IT - C/E COMPUTER SUPPORT

CHECK 7319 TOTAL: 78,174.96

7320 03/13/2026 EFT 9883 INVOICE CLOUD, INC. 284404 2698-2026_2
Invoice: 2698-2026_2
1,497.38 43411341 541100
1,497.38 43421351 541100

02/28/2026 03/12/26 2,994.76
FIN/UB SVCS FEB26
FIN - WATER ADMIN PROF SERVICE
FIN - SEWER ADMIN PROF SERVICE

CHECK 7320 TOTAL: 2,994.76

7321 03/13/2026 EFT 10439 KELLEY CREATE CO 284336 41323893
Invoice: 41323893
241.07 51011211 545000

02/19/2026 03/12/26 241.07
POL/MAIN COPIER LEASE
PD-C/E-ADMIN RENTS/LEASE

Invoice: 41388282
284337 41388282
191.11 31011256 545000

03/02/2026 03/12/26 191.11
EX/EOC COPIER LEASE-2525AC
EX-GF-EMERG PREP-RENTALS

Invoice: 41431835
284405 41431835
294.84 61470581 545000

03/05/2026 03/12/26 294.84
PCD/COPIER LEASE-6525AC
PCD - DEV ADMIN RENTS & LEASES

CHECK 7321 TOTAL: 727.02

7322 03/13/2026 EFT 9338 KEY CODE MEDIA, INC. 284389 135248
Invoice: 135248
1,217.59 81031881 53550000567

12/22/2025 03/12/26 1,217.59
IT/NEW ENCODER FOR CIVICPLUS (PEG)
PEG CAP FUNDING-NON CAP ITEMS

CHECK 7322 TOTAL: 1,217.59

7323 03/13/2026 EFT 6577 LAKESIDE INDUSTRIES 284375 350897
Invoice: 350897
1,487.76 73111423 531100

02/21/2026 03/12/26 1,487.76
PW/EZ STREET ASPHALT 7.22 TONS
OFFICE SUPPLIES

CHECK 7323 TOTAL: 1,487.76

7324 03/13/2026 EFT 10477 MAINTAINX INC 284390 40DF0327-0003
Invoice: 40DF0327-0003
3,210.48 73011189 548500

02/27/2026 03/12/26 3,210.48
PW/MTC MGMT SOFTWARE-PREMIUM PLAN FEB26-FEB27
O&M - C/E FACIL COMPUTER MAINT

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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

CHECK 7324 TOTAL: 3,210.48

7325 03/13/2026 EFT 10483 MIRIAM TECHNOLOGIES 284407 INV/2026/00121
Invoice: INV/2026/00121
81.90 43411341 541100
81.90 43421351 541100

03/02/2026 03/12/26 163.80
FIN/WEBCHECK SERVICE FEB26
FIN - WATER ADMIN PROF SERVICE
FIN - SEWER ADMIN PROF SERVICE

CHECK 7325 TOTAL: 163.80

7326 03/13/2026 EFT 4111 OLYMPIC SPRINGS INC 284376 381946
Invoice: 381946
21.73 73425358 531100

02/28/2026 03/12/26 21.73
PW/WWTP - 5 GAL PURIFIED WATER X2
O&M-WWTP-SUPPLIES

CHECK 7326 TOTAL: 21.73

7327 03/13/2026 EFT 9650 PAPE MACHINERY INC 284377 16698411
Invoice: 16698411
95.54 73111427 531100

03/03/2026 03/12/26 95.54
PW/WO 00196 - V-BELT
OFFICE SUPPLIES

CHECK 7327 TOTAL: 95.54

7328 03/13/2026 EFT 458 PENINSULA FIRE INC 284378 02132026TM2
Invoice: 02132026TM2
409.50 73011255 548100

02/13/2026 03/12/26 409.50
PW/FIRE EXTINGUISHER SERVICE
O&M-C/E-COURT FAC-REPAIRS

CHECK 7328 TOTAL: 409.50

7329 03/13/2026 EFT 6333 PETROCARD INC. 284379 0580800-IN
Invoice: 0580800-IN
1,279.54 73638893 532000
1,922.88 73638932 532000

02/19/2026 20250007 03/12/26 3,202.42
PW/FUEL PURCHASES OFF WA STATE DES CONTRACT 08721
O&M-FUEL USE-ALLOCATION
O&M-FUEL ALLOC TO OTH DEPTS

CHECK 7329 TOTAL: 3,202.42

7330 03/13/2026 EFT 9349 PROPANE NORTHWEST 284381 1520845511
Invoice: 1520845511
491.04 91011897 548100

02/17/2026 03/12/26 491.04
RPLC CSST LINE & OLD REGULATOR, PERFORM LEAK TEST
GG-C/E-O&M YARD FAC-R&M

CHECK 7330 TOTAL: 491.04

7331 03/13/2026 EFT 9910 SEIDL, MICHAEL TIMOT 284391 2285
Invoice: 2285
6,765.00 31011572 54110001184

02/03/2026 03/12/26 6,765.00
EX/VIDEO PRODUCTION SERVICES
CITY MNGR VIDEO UPDATE-PROF SV

284392 2286 03/03/2026 03/12/26 900.00

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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

Invoice: 2286

900.00 31011572 54110001184 EX/VIDEO PRODUCTION SERVICES
CITY MNGR VIDEO UPDATE-PROF SV

CHECK 7331 TOTAL: 7,665.00

7332 03/13/2026 EFT 8129 SMARSH INC
Invoice: INV-313254

284393 INV-313254
157.97 81011881 548500

11/30/2025 03/12/26 157.97
IT/TEXT MESSAGING ARCHIVING - ADDL CAPTURES NOV25
IT - C/E COMPUTER SUPPORT

Invoice: INV-321308

284394 INV-321308
157.97 81011881 548500

12/31/2025 03/12/26 157.97
IT/TEXT MESSAGING ARCHIVING - ADDL CAPTURES DEC25
IT - C/E COMPUTER SUPPORT

CHECK 7332 TOTAL: 315.94

7333 03/13/2026 EFT 8132 SPECTRA LABORATORIES
Invoice: 26-00265

284341 26-00265
32.00 73415345 54110000391

01/16/2026 03/12/26 32.00
PW/TESTING - ROCKAWAY BEACH
LAB SVCS-WATER ROCKAWAY

CHECK 7333 TOTAL: 32.00

7334 03/13/2026 EFT 2467 STAPLES
Invoice: 7008945975

284411 7008945975
110.76 31011131 531100
109.74 41011141 531100

02/28/2026 03/12/26 220.50
EX,FIN/OFFICE SUPPLIES
EX-GF-SUPPLIES
FIN-GF-SUPPLIES

Invoice: 7008945976

284412 7008945976
66.91 73637891 531100

02/28/2026 03/12/26 66.91
PW/OFFICE SUPPLIES
OFFICE SUPPLIES

CHECK 7334 TOTAL: 287.41

7335 03/13/2026 EFT 5730 SUMMIT LAW GROUP
Invoice: 170052

284342 170052
2,183.50 32011152 54111000870

02/23/2026 03/12/26 2,183.50
LEGAL/PRO SVCS - GENERAL JAN26
LGL-HR (NON-BARGAINING)

Invoice: 170053

284343 170053
3,300.00 32011152 54111000274

02/23/2026 03/12/26 3,300.00
LEGAL/PRO SVCS - BARGAINING JAN26
LGL-LABOR NEGOTIATIONS

CHECK 7335 TOTAL: 5,483.50

7336 03/13/2026 EFT 10124 THUILLIER, JENNIFER
Invoice: 202602

284396 202602
175.00 31011572 541100

01/30/2026 03/12/26 175.00
EX/GRAPHIC SUPPORT (DIGITAL & PRINTED COLLATERAL)
EX-GF-OUTREACH-PROF SVCS

284397 202610

02/27/2026 03/12/26 145.00

03/12/2026 10:47 |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

CHECK RUN

NET

INVOICE DTL DESC

Invoice: 202610

145.00 31011572 541100

EX/GRAPHIC SUPPORT (DIGITAL & PRINTED COLLATERAL)
EX-GF-OUTREACH-PROF SVCS

CHECK 7336 TOTAL: 320.00

7337 03/13/2026 EFT 167 WA ST DEPT OF ECOLOG 284398 26-WAR315188-1
Invoice: 26-WAR315188-1

376.00 72334562 64980000968

01/20/2026 03/12/26
ENG/PERMIT FEE - EAGLE HARBOR/WYATT WAY NMI
C40-EAGLE HARBOR PH1-PERMITS

CHECK 7337 TOTAL: 376.00

7338 03/13/2026 EFT 499 WESTBAY AUTO PARTS I 284346 960915
Invoice: 960915

-19.66 73638935 531100

11/19/2025 03/12/26
PW/SHOP SUPPLIES - CREDIT MEMO
O&M-STD ALLOCATION-SUPPLIES

-19.66

Invoice: 961823

284347 961823
-52.31 73638935 531100

11/25/2025 03/12/26
PW/SHOP SUPPLIES - CREDIT MEMO
O&M-STD ALLOCATION-SUPPLIES

-52.31

Invoice: 965145

284348 965145
74.66 53011212 531100

12/17/2025 03/12/26
PW/WO 00201 - OXYGEN SENSOR
PD-C/E-PATROL SUPPLIES

74.66

Invoice: 965279

284349 965279
9.54 73638935 531100

12/17/2025 03/12/26
PW/SHOP SUPPLIES - BATTERY
O&M-STD ALLOCATION-SUPPLIES

9.54

Invoice: 967773

284350 967773
-216.41 73638935 531100

01/06/2026 03/12/26
PW/SHOP SUPPLIES - CREDIT MEMO
O&M-STD ALLOCATION-SUPPLIES

-216.41

Invoice: 976016

284351 976016
1,155.09 73637958 531100

02/24/2026 03/12/26
PW/WO 00225 - HYDRAULIC HOSES, HOSE FITTINGS
ROADSIDE MOWER ALLOC-SUPPLIES

1,155.09

Invoice: 976666

284352 976666
45.77 73638935 531100

02/27/2026 03/12/26
PW/SHOP SUPPLIES - BRAKE CLEANER
O&M-STD ALLOCATION-SUPPLIES

45.77

CHECK 7338 TOTAL: 996.68

NUMBER OF CHECKS 39 *** CASH ACCOUNT TOTAL *** 158,978.31

	COUNT	AMOUNT
TOTAL EFT'S	39	158,978.31

*** GRAND TOTAL *** 158,978.31

03/12/2026 10:47 |CITY OF BAINBRIDGE ISLAND
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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
2026 3 106	APP 001-213000	03/13/2026	03/12/26	031326			GENERAL - ACCOUNTS PAYABLE		111,767.50	
	APP 635-111100	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL			158,978.31
	APP 401-213000	03/13/2026	03/12/26	031326			CASH			
	APP 101-213000	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL		38,548.66	
	APP 402-213000	03/13/2026	03/12/26	031326			ACCOUNTS PAYABLE			
	APP 301-213000	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL		1,948.92	
	APP 407-213000	03/13/2026	03/12/26	031326			STREETS - ACCOUNTS PAYABLE			
	APP 501-213000	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL		1,697.04	
	APP 631-213000	03/13/2026	03/12/26	031326			ACCOUNTS PAYABLE		311.48	
	APP 301-213000	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL		137.36	
	APP 402-213000	03/13/2026	03/12/26	031326			ER&R-ACCOUNTS PAYABLE			
	APP 631-213000	03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL		4,191.35	
	APP 301-213000	03/13/2026	03/12/26	031326			ACCOUNTS PAYABLE		376.00	
		03/13/2026	03/12/26	031326			AP CASH DISBURSEMENTS JOURNAL			
GENERAL LEDGER TOTAL								-----	158,978.31	----- 158,978.31
APP 631-130000		03/13/2026	03/12/26	031326			DUE TO/FROM CLEARING		154,786.96	
APP 001-130000		03/13/2026	03/12/26	031326			GENERAL - DUE TO/FROM CLEARING			111,767.50
APP 401-130000		03/13/2026	03/12/26	031326			DUE TO/FROM CLEARING			38,548.66
APP 101-130000		03/13/2026	03/12/26	031326			STREETS - DUE TO/FROM CLEARING			1,948.92
APP 402-130000		03/13/2026	03/12/26	031326			DUE TO/FROM CLEARING			1,697.04
APP 407-130000		03/13/2026	03/12/26	031326			DUE TO/FROM CLEARING			311.48
APP 501-130000		03/13/2026	03/12/26	031326			ER&R-DUE TO/FROM CLEARING			137.36
APP 301-130000		03/13/2026	03/12/26	031326			DUE TO/FROM CLEARING			376.00
SYSTEM GENERATED ENTRIES TOTAL								-----	154,786.96	----- 154,786.96
JOURNAL 2026/03/106 TOTAL								-----	313,765.27	----- 313,765.27

03/12/2026 10:47
glin

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	2026	3	106	03/13/2026		
001-130000				GENERAL - DUE TO/FROM CLEARING		111,767.50
001-213000				GENERAL - ACCOUNTS PAYABLE	111,767.50	
				FUND TOTAL	111,767.50	111,767.50
101 STREET FUND	2026	3	106	03/13/2026		
101-130000				STREETS - DUE TO/FROM CLEARING		1,948.92
101-213000				STREETS - ACCOUNTS PAYABLE	1,948.92	
				FUND TOTAL	1,948.92	1,948.92
301 CAPITAL CONSTRUCTION FUND	2026	3	106	03/13/2026		
301-130000				DUE TO/FROM CLEARING		376.00
301-213000				ACCOUNTS PAYABLE	376.00	
				FUND TOTAL	376.00	376.00
401 WATER OPERATING FUND	2026	3	106	03/13/2026		
401-130000				DUE TO/FROM CLEARING		38,548.66
401-213000				ACCOUNTS PAYABLE	38,548.66	
				FUND TOTAL	38,548.66	38,548.66
402 SEWER OPERATING FUND	2026	3	106	03/13/2026		
402-130000				DUE TO/FROM CLEARING		1,697.04
402-213000				ACCOUNTS PAYABLE	1,697.04	
				FUND TOTAL	1,697.04	1,697.04
407 BUILDING & DEVELOPMENT FUND	2026	3	106	03/13/2026		
407-130000				DUE TO/FROM CLEARING		311.48
407-213000				ACCOUNTS PAYABLE	311.48	
				FUND TOTAL	311.48	311.48
501 EQUIPMENT RENTAL & REVOLVING	2026	3	106	03/13/2026		
501-130000				ER&R-DUE TO/FROM CLEARING		137.36
501-213000				ER&R-ACCOUNTS PAYABLE	137.36	
				FUND TOTAL	137.36	137.36
631 CLEARING FUND	2026	3	106	03/13/2026		
631-130000				DUE TO/FROM CLEARING	154,786.96	
631-213000				ACCOUNTS PAYABLE	4,191.35	
635-111100				CASH		158,978.31
				FUND TOTAL	158,978.31	158,978.31

FUND		DUE TO	DUE FR
001	GENERAL FUND		111,767.50
101	STREET FUND		1,948.92
301	CAPITAL CONSTRUCTION FUND		376.00
401	WATER OPERATING FUND		38,548.66
402	SEWER OPERATING FUND		1,697.04
407	BUILDING & DEVELOPMENT FUND		311.48
501	EQUIPMENT RENTAL & REVOLVING		137.36
631	CLEARING FUND		
		154,786.96	
		-----	-----
	TOTAL	154,786.96	154,786.96

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

CITY OF
BAINBRIDGE ISLAND

PAYROLL REPORT TO CITY COUNCIL OF CASH DISBURSEMENTS

3/20/2026

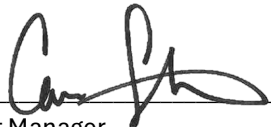
Run Type	Date	Check # Sequence	Comments	Amount
Normal	3/20/2026	67631 - 67767	Regular check run (Direct Dep)	458,365.29
EFTPS	3/20/2026	EFTPS	Federal Tax Electronic Transfer	187,227.40
EFT	3/20/2026	ACH	Flexible Spending Account	3,868.41
EFT	3/20/2026	ACH	DSHS	502.08
Normal	3/20/2026	110843 - 110850	Vendor check run (Paper Checks)	180,275.54
			TOTAL:	\$ 830,238.72

Prepared and Reviewed by:


DeAnna Cole, Payroll Specialist

Date 03/20/2026

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


Carrie Freitas, Budget Manager

Date 03/20/2026



City Council Regular Business Meeting Agenda Bill
Tuesday, March 24, 2026

Agenda Item: Approve Meeting Minutes

Department: Executive

Agenda Section: Consent Agenda - 6:50 pm

Estimated Time: 0 Minutes

Recommendation:

Approve City Council meeting minutes.

Narrative:

Council will consider approval of City Council meeting minutes.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Regular City Council Business Meeting Minutes, March 10, 2026
2. Special City Council Meeting - Executive Session Minutes, March 10, 2026



**City Council Regular Business Meeting
Tuesday, March 10, 2026**

Meeting Minutes

1. Call to Order / Roll Call

Deputy Mayor Hytopoulos called the meeting to order at 6:00 pm in Council Chambers and on the Zoom webinar.

Deputy Mayor Hytopoulos and Councilmembers Lant, Mathews, Nelson, and Schneider were present. Mayor Moriwaki joined remotely through agenda item 3.A. Councilmember Fantroy-Johnson was absent and excused.

Councilmember Hytopoulos led the Pledge of Allegiance. Councilmember Nelson read the Land Acknowledgment.

2. Approval of Agenda / Conflict of Interest Disclosure

Councilmember Nelson moved and Councilmember Schneider seconded to approve the agenda as presented. The motion carried, 6-0.

There were no conflicts of interest disclosed.

3. Presentation(s)

A. Present Proclamation for "Nidoto Nai Yoni - Let It Not Happen Again Day"

Mayor Moriwaki read the proclamation. Carol Reitz, President of Bainbridge Island Japanese American Community, accepted the proclamation.

Mayor Moriwaki left the meeting at 6:12 pm.

B. Present Proclamation Declaring March 2026, as "Women's History Month"

Councilmember Mathews read the proclamation. Representatives from Bainbridge High School's Feminist Forum accepted the proclamation.

4. Public Comment

Stella Collier, Stormwater Management Program Coordinator, spoke regarding the Union contract.

Rob Drury spoke about the concerns of Responsible Bainbridge.

Pam Churchill spoke about the Comprehensive Plan process and environmental concerns.

Glynnis Cowdery, President of Arts & Humanities Bainbridge, spoke about the community art plan.

Joanne Mendenhall, Associate Planner, spoke regarding the Union contract.

Mary Clare Kersten spoke about the sole source aquifer.

Bevin Taylor spoke about the University of Washington's racial restrictive covenants on the Island.

Ron Peltier spoke about the Groundwater Management Plan and the Department of Ecology's audit of the National Pollution Discharge Elimination System (NPDES) permit.

5. Consent Agenda

A. Agenda Bill for Consent Agenda

Councilmember Nelson asked to pull item agenda item 5.D.

Motion: I move to approve the consent agenda with the removal of item 5.D.
Mathews/Nelson: The motion carried unanimously, 5-0.

B. Approve Accounts Payable and Payroll

C. Approve Meeting Minutes

Item Removed from the Consent Agenda

D. Adopt Ordinance No. 2026-02 Amending the 2026 Budget to Carry Forward Funding for Work Funded in 2025 but to be Performed in 2026

Interim City Manager Schroer provided additional information.

Motion: I move to approve the item as presented.

Nelson/Mathews: The motion carried, 5-0.

6. City Manager's Report

Interim City Manager Schroer spoke about respectful public engagement and provided an update on the Head of the Bay project.

7. Regular Business

- A. Receive Report from EMC Research regarding Statistically-Valid Poll of 300 Bainbridge Island Voters

Interim City Manager Schroer introduced the agenda item. Jessica Polsky-Sanchez and Emerson Rogers from EMC Research joined the meeting remotely and provided a presentation. Council discussed the topic.

- B. Receive Report on the Washington State Department of Ecology Management Audit of the City's Compliance with the National Pollution Discharge Elimination System (NPDES) Permit

Interim City Manager Schroer introduced the agenda item. Public Works Director Wierzbicki provided a presentation with additional information, and Council discussed the topic.

- C. Receive Report and Provide Direction on Options for Photo Enforcement Community Engagement Plan

Interim City Manager Schroer introduced the agenda item. Sergeant Fastaia provided a presentation, and Council discussed the topic.

Motion: I move to authorize the Interim City Manager to engage a consultant or firm, in an amount not to exceed \$15,000, to support pre-implementation communication and community engagement for an Automated Traffic Safety Camera program.

Schneider/Lant: The motion carried, 4-1, with Councilmember Nelson voting against.

- D. Receive Community Arts Plan with Added Addendum

Interim City Manager Schroer introduced the agenda item. Management Analyst Nebenzahl provided a presentation, and Council discussed the topic.

Motion: I move to accept the Community Arts Plan as presented.

Mathews/Schneider: The motion carried, 3-2, with Councilmembers Nelson and Lant voting against.

- E. Receive Request from the Public Art Committee to Issue a Call for Poetry and Run a Selection Process for Council Chambers Public Art, and Authorize Expenditure of up to \$10,250 from the Public Art Subfund

Management Analyst Nebenzahl provided a presentation.

Motion: I move to approve the request from the Public Art Committee to issue a call for poetry and run a selection process for Council Chambers public art, and authorize expenditure of up to \$10,250 from the Public Art Subfund.

Schneider/Lant: The motion carried, 4-1, with Councilmember Nelson voting against.

- F. Receive Update on the Design of the Winslow Way Eastbound Right Turn Lane Conversion to a Bicycle-Only Lane and Authorize a Budget Amendment in the Amount of \$25,000.00 to Support Construction in Advance of the July 4th Holiday (\$25,000.00, Streets Fund)

Interim City Manager Schroer introduced the agenda item. Public Works Director Wierzbicki provided a presentation with additional information, and Council discussed the topic.

Motion: I move to authorize the Interim City Manager to prepare a budget amendment from the Streets Fund in the amount of \$25,000 to support the Winslow Way Eastbound right-turn lane conversion to a bicycle-only lane.

Nelson/Schneider: The motion carried, 5-0.

- G. Receive Update on City Manager Recruitment Process from Council Subcommittee

Interim City Manager Schroer introduced the agenda item. Councilmember Mathews provided an update from the Council subcommittee, and Council

discussed the topic.

H. Consider Appointments to Lodging Tax Advisory Committee

Interim City Manager Schroer introduced the agenda item.

Motion: I move to confirm the recommended appointment of Keith Brofsky to the Lodging Tax Advisory Committee for calendar year 2026.

Nelson/Mathews: The motion carried, 5-0.

Motion: I move to confirm the recommended appointment of Aljollynn Sperber to the Lodging Tax Advisory Committee for calendar year 2026.

Nelson/Lant: The motion carried, 5-0.

Motion: I move to confirm the recommended appointment of Shannon Fitzgerald to the Lodging Tax Advisory Committee for calendar year 2026.

Nelson/Mathews: The motion carried, 5-0.

Motion: I move to confirm the recommended appointment of Kathleen Thorne to the Lodging Tax Advisory Committee for calendar year 2026.

Nelson/Mathews: The motion carried, 5-0.

8. Council Announcements

Council members provided an update on local and regional meetings and events.

9. Adjournment

Deputy Mayor Hytopoulos adjourned the meeting at 8:59 pm.

Clarence Moriwaki, Mayor

Christine Brown, MMC, City Clerk



**Special City Council Meeting Executive Session
Tuesday, March 10, 2026**

Meeting Minutes

1. Call to Order / Roll Call

Deputy Mayor Hytopoulos called the meeting to order at 5:00 pm in Council Chambers and on the Zoom webinar.

Deputy Mayor Hytopoulos, and Councilmembers Lant, Nelson, Mathews, and Schneider were present. Councilmember Fantroy-Johnson was absent and excused. Mayor Moriwaki joined remotely at 5:30 pm.

2. Executive Session

Pursuant to RCW 42.30.110(1)(i), to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Deputy Mayor Hytopoulos adjourned the meeting to an executive session for 60 minutes pursuant to RCW 42.30.110(1)(i) at 5:00 pm.

3. Adjournment

Council returned from executive session at 5:59 pm, and Deputy Mayor Hytopoulos adjourned the meeting.

Clarence Moriwaki, Mayor

Christine Brown, MMC, City Clerk



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: Ratify the Interim City Manager's Purchase of a Toyota Forklift (\$50,831.51 Equipment Rental and Revolving Fund (ERR Fund))

Department: Public Works

Agenda Section: Consent Agenda - 6:50 pm

Estimated Time: 0 Minutes

Recommendation:

Ratify the Interim City Manager's purchase of a Toyota forklift for \$50,831.51, replacing an existing piece of equipment.

Narrative:

The Public Works Department has purchased a forklift to serve the streets and utilities departments, replacing the existing forklift equipment (tag #86), which has met department requirements for replacement.

At the February 23, 2024, regular business meeting, the City Council authorized the City Manager to make purchases of fleet vehicles up to \$350K. Purchases are then be ratified by the City Council after completion of the purchase. This authority was provided to allow the City to move quickly on the purchase of vehicles that are in high demand.

Public Works staff worked with Toyota Lift Northwest using the Washington State Department of Enterprise Services contract for the purchase of a Toyota forklift in

the amount of \$50,831.51, including sales tax. The Interim City Manager executed the purchase order as per the above authority provided by the City Council.

Fiscal Impact:

The Fleet and Equipment CIP has \$100,000 budgeted for a forklift replacement. The purchase will be supported by the ERR fund.

Community Engagement and Outreach:

None planned.

Attachments:

1. Toyota Lift Northwest_Purchase Order 20260007_Project 01433
2. Fleet and Equipment CIP 2025-2030



PURCHASE ORDER

CITY OF BAINBRIDGE ISLAND PUBLIC WORKS O&M

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

P.O. NO. 20260007
DATE February 23, 2026
CUSTOMER ID: 10926
ORG.: 73501448
OBJECT: 664000
PROJECT: 01433

VENDOR

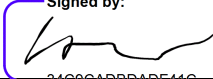
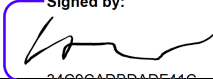
Toyota Lift Northwest
19305 72nd Ave S
Kent, WA 98032-3100
253.872.7114
Attn: Travis Howse
thowse@toyotaliftnw.com

SHIP TO

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

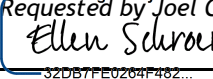
QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	50-8FGU25	Toyota Model 50-8FGU25, Internal Combustion Lift Truck, with Pneumatic Tires and LP Gas Powered - UL Type "LP" Rating. See attached Quote No. 0130138374 for further details.	\$ 36,026.00	\$36,026.00
1		Added Options	8,168.00	\$8,168.00
1		Pre Delivery Inspection	555.00	\$555.00
SUBTOTAL				\$44,749.00
Shipping				\$1,800.00
9.2% Sales Tax				\$4,282.51
TOTAL				\$50,831.51

Accepted By Contractor:

Signed by:  **Travis Howse** Territory Manager 26-Feb-26
Contractor:  / Printed Name, Title
Signature / Printed Name, Title Date

Accounts Payable:

Accounts Payable Clerk - G. Lin
280 Madison Avenue N.
Bainbridge Island, WA 98110
206.780.8612
accountspayable@bainbridgewa.gov

Signed by:  27-Feb-26
 27-Feb-26
Requested by Joel Goodwin Date
Approved by Ellen Schroer Date



Toyota Lift Northwest
19305 72nd Ave S
Kent, WA 98032-3100
Phone: 253-872-7114
<https://toyotaliftnorthwest.com/>

February 18, 2026

Joel Goodwin
City of Bainbridge Island
280 Madison Ave N
Bainbridge Island, WA 98110-1812

Dear Joel,

We are pleased to submit the attached Toyota CLASS V (I.C. FORKLIFT) quotation for your review and approval.

As an authorized Toyota dealer, Toyota Lift Northwest can provide the high-quality equipment and service you would expect from the world's leading forklift manufacturer. This quotation reflects our understanding of your forklift needs, combined with a careful configuration of the appropriate equipment and options.

To place your order, please sign and date the quotation where indicated and return to me. If you have any questions, please contact me.

Thank you for your interest in our company and our Toyota products. We look forward to being of valuable service to you for your material handling needs.

Sincerely,

Travis Howse

Phone: 253-872-7114
Email: thowse@toyotaliftnw.com



Toyota Lift Northwest
19305 72nd Ave S
Kent, WA 98032-3100
Phone: 253-872-7114
<https://toyotaliftnorthwest.com/>

To: City of Bainbridge Island
280 Madison Ave N

Date: February 18, 2026
Quote No: 0130138374
State: C# 28523
Contract

Bainbridge Island, WA 98110-1812

Attn: Joel Goodwin

Phone: 206-842-8668

We respectfully submit this quotation for the following NEW Toyota Internal Combustion Lift Truck (1 each):

Toyota...Proud to be the world's #1 forklift manufacturer!

TOYOTA MODEL 50-8FGU25, Internal Combustion Lift Truck, quality engineered with the following specifications:

- Pneumatic Tires
- LP Gas Powered - UL Type "LP" Rating

This forklift is equipped with a 3-Way Catalytic Muffler System as standard equipment and conforms to current Federal EPA and California ARB regulations for off-road large spark ignited engines.

SYSTEM OF ACTIVE STABILITY™ (SAS)

Toyota's industry exclusive System of Active Stability (SAS) helps reduce lift truck instability by electronically monitoring and controlling various functions of the lift truck.

- **Active Control Rear Stabilizer:**
Various lift truck sensors simultaneously monitor vehicle speed, fork height, load weight, and vehicle yaw (or angular acceleration). Should the operator inadvertently place the truck in a potentially unstable lateral condition, the sensors trigger the SAS controller to activate the Active Control Rear Stabilizer to help reduce the likelihood of a lateral tip over. (Note: Does not apply to dual drive configured models)
- **Active Mast Function Controller (AMC):**
Should the operator inadvertently place the lift truck in a potentially unstable longitudinal condition, these same sensors trigger the SAS controller to activate the AMC, which limits forward tilt and/or tilt back speed to help reduce the likelihood of a longitudinal tip over.



Photo may portray optional equipment not included in your quotation.

AUTOMATIC FORK LEVELING

Toyota's Automatic Fork Leveling feature increases productivity while reducing damage with a push of a button. By depressing the Automatic Fork Leveling button during forward tilt, operators are quickly and easily able to level the forks.

PREMIUM, 4-WAY ADJUSTABLE, FULL SUSPENSION SEAT WITH ORANGE, NON-CINCHING SEAT BELT

Operator comfort is taken to a new level with Toyota's Premium, 4-way adjustable, full suspension vinyl seat. With lumbar, weight, tilt, and almost 6 inches of fore/aft adjustability, your operators will be comfortable and productive throughout their shift. Standard orange, non-cinching seat belt provides additional comfort in applications requiring frequent reverse travel.

LCD MULTI-FUNCTION DISPLAY II

Features on the new MFD II include data log functions, fuel information, & operation data log all with QR code output; fuel gauge (excluding LP); and password protected administrator level access that can manipulate functions such as travel, vehicle management, and operation data log functions.

Mast	3-Stage (FSV) mast with full free lift provides excellent visibility to load and fork tips, while providing smooth, quiet and consistent operation. Mast Specifications: • Maximum Fork Height - 189.0" • Overall Lowered Height - 84.5" • Over Head Guard Height - 83.10" • Free Lift - 36.4" with standard Load Backrest
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Lifting Capacity	Base Model Capacity – 5,000 lbs @24" load center Actual Capacity, based on quoted specifications - 4,500 lbs @24" load center to 189.0" MFH <i>Actual capacity ratings stated above are based on standard features, options, and attachments available through Toyota at the time of quoting. Non-standard features, options, and attachments may affect actual capacity ratings. Please contact your Toyota sales representative for additional information.</i>
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Tilt	6 degrees forward and 6 degrees backwards
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Carriage	ITA Hook Type 40" Carriage
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Forks	Forks 48" x 5" x 1.6" - Class II
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Load Backrest	48" High Load Backrest
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Attachments	Cascade Hang-on Sideshifting Fork Positioner (Requires 4-Way Valve w/ 3rd and 4th Function Hydraulics)
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Speeds	Travel Speed: 11.20 mph	Lift Speed: 118 fpm
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Engine	2.2L 4Y-US Industrial LP Engine 136 cubic inch displacement, 4 cylinder, overhead valve (OHV) Net Torque Rating: 112 @ 1800 rpm SAE ft-lb Net Horsepower Rating: 51 @ 2570 rpm SAE HP
Transmission	Automatic Transmission
Steering	Load Sensing Hydrostatic Power Steering with Tilt Steering Column
Wheels and Tires	Front Tires: 7.00-12-12PR (Pneumatic Wide Tread) Rear Tires: 6.00-9-10PR (Pneumatic)

Additional Equipment Included	• Cascade Hang-on SSFP • UL Approved Model Type "LP" (tank not included) • Steering Wheel with Knob • Back-up Alarm • Fire Extinguisher • Polycarbonate Overhead Guard Cover • 33 lb. LP Aluminum Tank • LED Strobe Light (Amber) • LED Front Combination Lights • LED Rear Combination Lights • LED Rear Working Light • Front Solid Pneumatic Tires - Including Quick Heel Style Rims • Rear Solid Pneumatic Tires - Including Quick Heel Style Rims • MyInsights Standard
--------------------------------------	--

Other Outstanding Toyota Features	• Operator Presence Sensing System (OPSS) • Fully Stamped Steel Side Panels • Electronic Speed Control • Weather Protected Electrical System • Unparalleled Fork Tip Visibility • Foot Activated Park Brake with High Mount Release • Electronic Shift Control • 7" Cyclone Air Cleaner • Fully Insulated Stamped Steel Engine Hood • Dual Operator Assist Grips • Oversized Cup Holder • Heavy Duty, Non-Slip Rubber Floor Mat
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Some standard items listed within this quotation may be replaced or altered due to optional equipment.



*Not applicable to all models. Click here for more details: <https://www.toyotaforklift.com/sens>

MyInsights (Telematics)	Standard telematics provided on most Toyota forklifts deliver valuable insights and actionable data for your business. Increase uptime, optimize your fleet, and view detailed analytics by completing your free registration at my.toyotaforklift.com today!
	Standard Insights:
	• Hour Meters, Error Codes, Impact Detection, Location Tracking

Warranty	12 Months or 2,000 hours whichever occurs first: Basic 36 Months or 6,000 hours whichever occurs first: Powertrain
	Warranty coverage for non-standard option components will be covered by the manufacturer of that component and not covered under the Toyota forklift standard or powertrain warranty.
	We offer a Toyota factory authorized warranty on all new Toyota Material Handling Equipment.

Investment	Price-Toyota Model 50-8FGU25 per C# 28523::	\$36,026.00	Each
	Added Options	\$8,168.00	
	Pre Delivery Inspection	\$555.00	
	Outbound Freight:	\$1,800.00	
	Net Price:	\$46,549.00	Total

Financing and Maintenance

Toyota Industries Commercial Finance has been providing effective finance solutions to customers since 1985. As Toyota Material Handling's captive finance partner, we are committed to offering customized financing solutions, tailored financing terms, unmatched industry experience, ultimate transparency, and an unparalleled understanding of your unique business needs. In addition, Full Maintenance and Planned Maintenance programs are available.

Terms and Conditions

Payment: COD/Cash or Financed. Payment is expected upon delivery of equipment unless financing is secured in advance.

All lease offers noted are subject to credit approval outside of TLNW control. Credit Card payments for equipment purchases are subject to a 3% service charge.

Delivery: Dates fluctuate constantly and are not secured until order is placed in TLNW system.

F.O.B.: Delivered

Prices are exclusive of any sales or use taxes now in force or which may be made effective in the future by any federal, state, or local governments.

Lease offerings subject to credit approval.

Prices exclude sales or used taxes of any federal, state, or local governments.

Performance and specifications stated are based on specific testing and operating conditions. Actual performance and specifications may vary based on application, option configuration, operating conditions, and environmental factors.

Some options and configurations may void UL.

Quote is valid 30 days from issue date noted on the quotation.

Once ordered, equipment cannot be cancelled and are subject to cancellation charges.

Cancellation charges will vary depending on base model and exact specifications and in some

cases these charges may equal to 30% of the equipment's quote value.

Toyota Lift Northwest is committed to the timely delivery of our products. However, we are not liable for any delays or undelivered products that are beyond the direct control of our company. This includes manufacturing delays, natural disasters, or interruptions in transportation.

Please contact your Toyota sales representative for additional information

PRE-SHIPMENT PRICE INCREASES

We may, on one or more occasions, increase the price of the ordered equipment, and you shall pay the increased prices, if up to 30 days prior to date of shipment, (a) the U.S. Material Handling Equipment Producer Price Index ("MHEPPI") has

increased four percent (4%) or more as compared to the MHEPPI as of the date of customer's proposal acceptance; or (b) the manufacturer of the equipment increases the price the seller pays the manufacturer for the ordered equipment due to any new or increased government fees, tariffs or duties. Price increases will correlate to, as applicable, the percentage increase in the MHEPPI or manufacturer price increase.

TELEMATICS AND DATA COLLECTION

The equipment in this proposal is enabled with the MyInsights system ("System"), which collects certain location and operational data concerning the equipment and transmits it to Toyota Material Handling, Inc. for processing and analytics. Your use of the System is subject to the MyInsights Master Agreement or other written agreement explicitly governing your use of the System between you and Toyota Material Handling, Inc. (the "System Master Agreement"). If you and Toyota Material Handling, Inc. are not parties to a System Master Agreement, your use of the System is subject to the MyInsights Telematics Terms and Conditions found at <https://www.toyotaforklift.com/myinsights-legal> ("System Terms"), which are incorporated herein by reference. Your acceptance of this proposal (as provided in the following paragraph), or otherwise using the equipment, constitutes your acceptance of the System Terms and the formation of an agreement between you and Toyota Material Handling, Inc. based on the System Terms. You may opt out of data collection features for the System as provided in, as applicable, the System Master Agreement and System Terms. Failure to opt out signifies your consent and agreement to the collection and usage of data in accordance with, as applicable, the System Master Agreement and System Terms.

QUOTE ACCEPTANCE

This proposal constitutes an offer by us that you may only accept on the terms set forth herein. To accept our offer, you shall (a) sign and return the signed proposal to us; or (b) issue a purchase order that attaches or otherwise references this proposal. If you issue a purchase order under the preceding sentence, the parties acknowledge that any terms (including pre-printed terms) appearing thereon will have no effect and are expressly disclaimed and your acceptance is limited to the terms of this proposal. Your acceptance of any item offered hereunder will be deemed an acceptance of all terms set forth in this proposal.

Servicing Dealer Toyota Lift Northwest
19305 72nd Ave S,
Kent, WA, 98032-3100
Phone: 253-872-7114

City of Bainbridge Island
February 18, 2026
Quote: 0130138374
Opportunity: 0041474711

Sincerely,
Toyota Lift Northwest

Accepted:
City of Bainbridge Island

Cash Price \$ _____

Financed Payment* \$ _____ *Per Month* _____ *Months*

By: _____

Name: Travis Howse

Title:

By: _____

Name: _____

Title: _____

Date: _____

*Financing requires credit approval. Terms and conditions are subject to change.

City of Bainbridge Island
Fleet and Equipment CIP (2025 - 2030)
2025 - 2026 Adopted Budget

Project	General Fund	Streets Fund	Water Fund	Sewer Fund	SSWM Fund	Prev. Years	2025	2026	2027	2028	2029	2030	Total
FLEET & EQUIPMENT - 6-YEAR CIP (1000s)													
Police Vehicles (2) (replace)	100%					-	220	230	240	250	260	270	1,470
Truck Cab and Chassis		50%			50%	300	-	-	-	-	-	-	300
Heavy Duty Pickup (replace)	20%	80%				-	175	-	-	-	-	-	175
Compressor (new)		100%				-	50	-	-	-	-	-	50
Medium Duty Pickup (replace)		100%					100						100
Asphalt Patch Machine (replace)		100%				-	325	-	-	-	-	-	325
Forklift (replace)	20%	20%	20%	20%	20%	-	-	100	-	-	-	-	100
Asphalt Roller (new)		100%				-	-	80	-	-	-	-	80
Pup Trailer (new)		50%			50%	-	-	150	-	-	-	-	150
Electric Medium Pick-up (new)	20%	20%	20%	20%	20%	-	-	100		-	-	-	100
Ravo Street Sweeper (replace)		20%			80%	-	-	-	750	-	-	-	750
Electric Sedan (new)	20%	20%	20%	20%	20%	-	-	-	80	-	-	-	80
Commercial Mower (replace)					100%	-	-	-	40	-	-	-	40
Backhoe (replace)	20%	20%	20%	20%	20%	-	-	-	-	350	-	-	350
Dump Truck (replace)	20%	20%	20%	20%	20%	-	-	-	-	325	-	-	325
Backhoe (replace)	20%	20%	20%	20%	20%	-	-	-	-	-	400	-	400
Roadside Mower (replace)		100%				-	-	-	-	-	325	-	325
TOTALS						300	870	660	1,110	925	985	270	5,120



City Council Regular Business Meeting Agenda Bill Tuesday, March 24, 2026

Agenda Item: (7:00 pm) Receive Monthly Update on the Comprehensive Plan and Winslow Subarea Plan

Department: Planning & Community Development

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

Information only.

Narrative:

The Planning Commission completed their work on the Winslow Subarea Plan in January and is now reviewing and approving elements of the Comprehensive Plan. The draft updates to the Land Use, Water Resources, Environment, and Utilities elements have been reviewed and approved by the Planning Commission. The Housing, Cultural, Economic, and Human Services Elements were reviewed and approved with the help of a Planning Commission Special Meeting on March 18, 2026. The approval of the remaining Capital Facilities and Transportation elements, the study session for Development Standards, and the Land Capacity Preliminary Results are scheduled to be reviewed by the Planning Commission on March 26th.

Looking ahead to next month, there will be the study session on the draft Comprehensive Plan, draft Winslow Subarea Plan, and Development Regulations scheduled for April 9th. At this meeting, the Planning Commission will be requested

to schedule a public hearing for April 23rd.

The City Council will then review all materials, including scheduling and holding their own public hearing on the Comprehensive Plan.

At this City Council meeting, staff will review highlights of the Planning Commission's completed work and review a calendar of topics and meetings to provide a framework for the work ahead.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Attachment for 03.24.2026 CC Meeting

Comprehensive Plan	Date Planning Review Completed (2026)	Date Planning Commission Review Scheduled	Required by Growth Management Act	Optional Element
Introduction Chapter	January 8; Planning Commission forwarded Guiding Principles section to Steering Committee for recommendation			
Land Use Element	January 8		X	
Economic Element	March 18		X	
Environmental Element	February 12			X
Water Resources Element	March 12			X
Housing Element	March 18		X	
Transportation Element		March 26	X	
Capital Facilities Element		March 26	X	
Utilities Element	February 26		X	
Cultural Element	March 18			X
Human Services Element	March 18			X
Winslow Subarea Plan	December 11, 2025 (preliminary)	April 9		X



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: (7:10 pm) Receive Housing Accountability Act Status Report

Department: Planning & Community Development

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

Discussion only.

Narrative:

This short discussion provides an overview of communications, work exchanged, and expected next steps on this topic. The approximate timeline of the work related to the Housing Accountability Act review with Commerce is as follows:

1. City submits materials responsive to the Expanded Housing Checklist and HAA Development Regulations Checklist - Complete
2. Department of Commerce reviews materials and notifies the City of needed amendments - In process
3. City submits updated materials for 60-day review - not started, due in June
4. City submits adopted plans and regulations - not started, due in August
5. Commerce reviews all materials, makes a determination, and notifies the City - expected in November

In January 2026, the City of Bainbridge Island was informed by the Washington Department of Commerce (Commerce) that it was selected for review under the

Housing Accountability Act (ESSSB 5148). City staff met with Commerce Housing staff to discuss the selection, and next steps for review.

During the February 17, 2026, City Council meeting, the Department of Commerce Housing Accountability Program Manager provided an overview of the Housing Accountability Act and what we can expect as a selected jurisdiction. The City Council had the opportunity to ask follow-up questions during the meeting.

In March, City staff provided requested information to Commerce for its review, including Draft Comprehensive Plan Elements (with acknowledgment that the Planning Commission is continuing to review Draft Elements through March 2026). City planning staff communicated with Commerce staff regarding the City's current Plan update schedule and the June 30, 2026, planned completion date per Resolution 2025-18.

Information about the process and documentation submitted by the City for Commerce review can be found on the City's website:

<https://bainbridgewa.gov/1698/Housing-Accountability-Act>

About the Housing Accountability Act

In 2025, the Washington Legislature adopted Engrossed Second Substitute Senate Bill 5148 (Chapter 269, Laws of 2025) — known as the Housing Accountability Act — to support robust and accountable housing planning statewide. The law establishes both voluntary and selected review processes for local housing elements and with the GMA and ensuring jurisdictions plan for and accommodate countywide housing allocations. Under the GMA, cities and counties must include a housing element that plans for housing affordable to all economic segments of the population, encourages a variety of housing types and densities, and supports preservation of existing housing stock. In 2021, House Bill 1220 strengthened the state's housing planning requirements by directing jurisdictions to “plan for and accommodate” housing affordable to all income levels. The state also directed Commerce to project future housing needs by income level and provided new requirements for local housing elements.

Additional information can be found on the following Washington state websites:

Housing Accountability Act ([RCW 36.70A.835](#))

<https://www.commerce.wa.gov/growth-management/housing-planning/housing-guidance/>

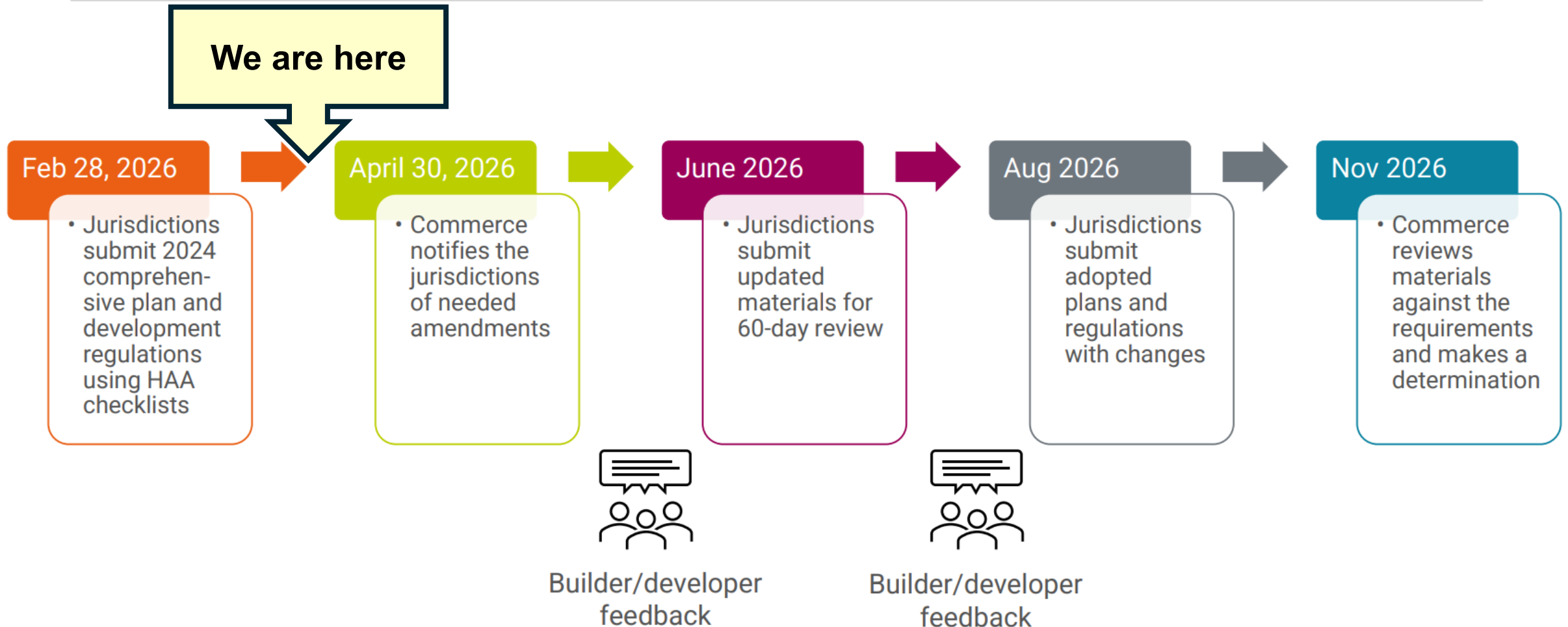
Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Two Slide HAA Status 03.23.2026

Approximate Timelines



Submitted for Review

Department of Commerce Expanded Housing Element Checklist

Housing Accountability Act Development Regulations Checklist

Introduction

Housing Element

Land Use Element

Utilities Element

Economic Element

Transportation Element (current draft subject to Planning Commission review and recommendation)

Capital Facilities Element (current draft subject to Planning Commission review and recommendation)

Winslow Subarea and Citywide Land Capacity Analysis draft

Optional Elements

Updated draft Land Use Map

Regional Housing Targets



City Council Regular Business Meeting Agenda Bill Tuesday, March 24, 2026

Agenda Item: (7:20 pm) Authorize the Interim City Manager to Submit Grant Applications for the Safe Routes to School Program to Support the Valley Road and Finch/Sportsman Club Road projects, and Consider Advancing City Match Funds for Finch/Sportsman from 2029 to 2028 if a Grant is Received

Department: Public Works

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

I move to authorize the Interim City Manager to submit grant applications for the Safe Routes to School Program to support the Valley Road and Finch/Sportsman Club Road projects, and to consider advancing City matching funds for Finch/Sportsman from 2029 to 2028 if a grant is received.

Narrative:

The purpose of this agenda item is to consider authorizing the Interim City Manager to apply for an upcoming [Safe Routes to School Program](#) (SRTS) transportation grant opportunity in support of non-motorized and safety projects listed in the City's 2025-2030 Capital Improvement Plan (CIP). The [Safe Routes to School Program](#) is state funding managed and distributed by the Washington State Department of Transportation. The applications are due April 15th.

The City's practice has been to only submit grant applications for projects that are included in the operational or capital budget. In accordance with that practice, City

staff recommend applying for grant funds to support the following:

- Valley Road Non-Motorized Improvements. This project consists of building a multi-use sidewalk or separated path between Kalgren Road and Sunrise Drive. The CIP identifies \$900K in local funds to support design and construction in 2028. Staff recommend applying for approximately \$750K from the SRTS program to supplement or supplant the currently identified funding. The required match funds (approximately \$100K) would be provided by already appropriated local funds.
- Connecting Centers: Bucklin Hill and Finch to Sportsman. This project consists of two separate project elements: ped/bike/safety improvements to the uphill segment of Bucklin Hill to Blakely; and, improvements to Finch and Sportsman between Wyatt and High School Road. The CIP identifies \$1M in unsecured grant funding for the design/construction phase in 2029. Staff recommended applying for \$650K from the SRTS program to fill the design/construction funding gap for the Sportsman (between Finch and High School Road) segment only. If a grant is received for this project, the staff would request that the required match funds (approximately \$80K) be advanced from 2029 to 2028.

There is a second transportation grant program accepting applications during the same timeframe, the Transportation Alternatives Program (TAP), which is federal funding managed by the Puget Sound Regional Council (PSRC). PSRC informed staff in March that the City is not eligible for TAP grant funds due to the City's Comprehensive Plan not anticipated to be certified by May 29, 2026.

Fiscal Impact:

See narrative for fiscal impacts of each grant opportunity.

Community Engagement and Outreach:

Community engagement will be planned as part of the pre-design process for all of the above-mentioned projects.

Attachments:

1. SRTS Presentation 2026
2. Non-Motorized Project Capital Improvement Plan Pages



**CITY OF
BAINBRIDGE ISLAND**

*City Council
March 24, 2026*

Non-Motorized Grant Opportunities



March 24, 2026

Today's Discussion

1

Grant Program
Overview

2

Project
Recommendations

3

Next Steps

Grant Program Overview

Safe Routes to School



March 24, 2026

Funds for improving safety and mobility for children.

Projects must be located within two miles of a school.

Administered by the Washington Department of Transportation.

- \$56.9M total available funding
- No minimum request
- Funded by the State Climate Commitment Act and other state and federal sources

Spring 2026 Non-Motorized Grant Opportunities



Project Recommendations

Non-Motorized Capital Improvement Plan (CIP)



March 24, 2026

- Majority of projects identified through the 2022 adoption of the **Sustainable Transportation Plan** (now Islandwide Mobility Plan)
- Valley Road project advanced by City Council in 2023

Spring 2026 Non-Motorized Grant Opportunities

City of Bainbridge Island
Non-Motorized Transportation CIP (2025- 2030)
2025-2026 Adopted Budget

Project / Location	Tax-Supported	Wtr Comp	Swr Comp	SSWM Comp	Prior Years	2025	2026	2027	2028	2029	2030	Total
NON-MOTORIZED PROJECTS - 6-YEAR CIP												
Connecting Centers: Eagle Harbor/Wyatt Non-Motorized Improvements <i>Shoreline to Nicholson</i>	Y				4,647	-	-	-	-	-	-	4,647
Connecting Centers: Bucklin Hill Non-Motorized <i>Blakely - Fletcher Bay</i>	Y				1,170	-	250	-	-	-	-	1,420
Sound to Olympics Trail Long Range Plan <i>STO Trail</i>	Y				1,941	-	-	-	-	-	-	1,941
Connecting Centers: Lynwood Center <i>Bucklin to Lynwood</i>	Y				200	-	1,000	-	3,500	-	-	4,700
Connecting Centers: Valley Road <i>Madison to Sunrise</i>	Y				150	(120)	-	-	870	-	-	900
Connecting Centers: Bucklin Hill and Finch to High School Road <i>Bucklin Hill Road and Finch Road</i>	Y				-	-	-	-	-	1,200	4,000	5,200
Lost Valley Trail <i>Head of Bay to Fletcher Bay Road</i>	Y				140	-	-	-	-	-	-	140
City Project Funding					4,898	(120)	250	-	3,370	200	4,000	12,598
Grant Totals					3,350	-	1,000	-	1,000	-	1,000	6,350
TOTALS					8,248	(120)	1,250	-	4,370	200	5,000	18,948

Project Recommendations

Bucklin Hill and Finch/Sportsman to High School



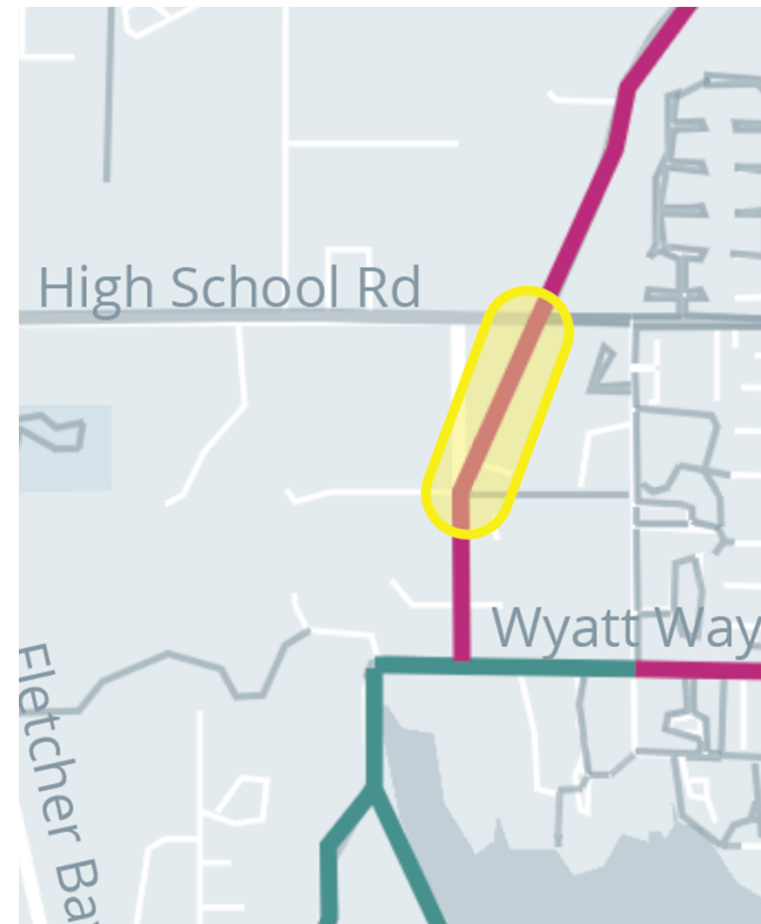
March 24, 2026

CIP scope includes:

- Uphill on Bucklin Hill to Blakely Ave.
- Finch Road and Sportsman from Wyatt to High School Rd.

Grant scope includes (yellow @ right) Sportsman from Finch to High School

- Widening/paving separated path/intersection safety
- Currently negotiating related frontage improvements with Finch Green development
- Grant request: **\$650K** (\$80K) match
- Advance segment from 2029 to 2028



Project Recommendations

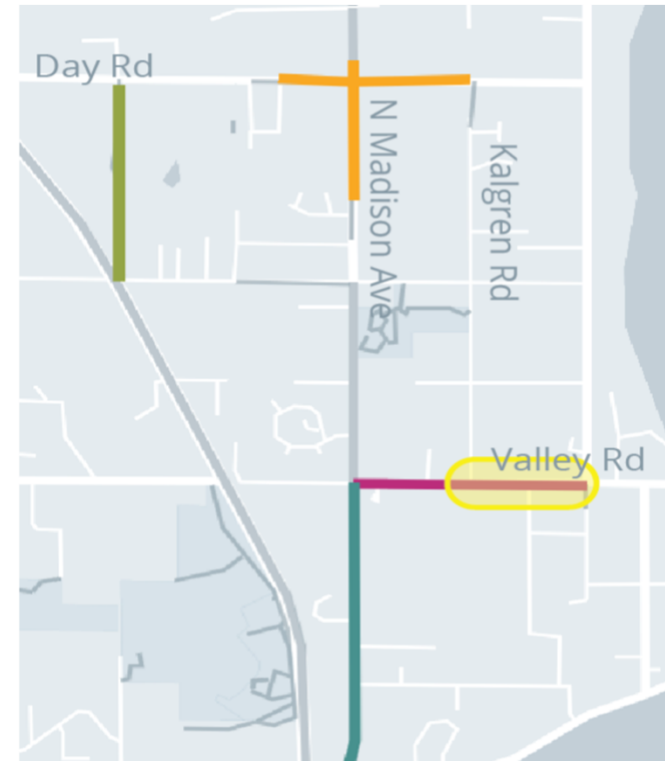
Valley Road



March 24, 2026

CIP/Grant scope includes:

- Valley Road north-side multi-use sidewalk from Sunrise Drive to Kalgren Road
- Grant request: **\$750K** (\$100K) match
- Currently planned in 2028



Next Steps

Grant Application Timeline



March 24, 2026

March 15

SRTS: tribal consultation
In progress

March 24

City Council Discussion
In progress

April 15

SRTS: Application
Deadline

Late 2026

Grant
Announcement

Next Steps

Recommended Motion



March 24, 2026

“I move to authorize the Interim City Manager to submit grant applications for the Safe Routes to School Program to support the Valley Road and Finch/Sportsman Club Road projects, and to consider advancing City Match Funds for Finch/Sportsman from 2029 to 2028 if a grant is received”

Thank You



**CITY OF
BAINBRIDGE ISLAND**

Submitted by:

Chris Wierzbicki,

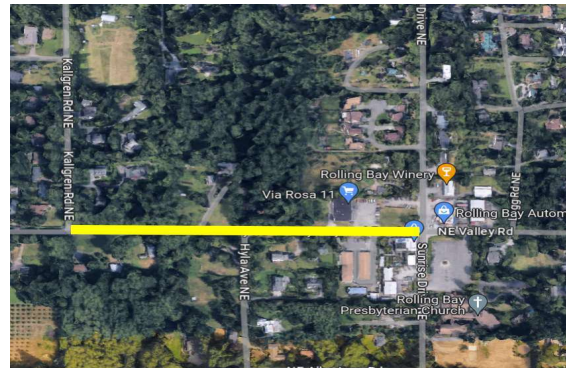
Public Works Director

cwierzbicki@bainbridgewa.gov

Project: Connecting Centers - Valley Road Non-Motorized Improvements **Number:** 01287

Location: Sunrise Drive to Kalgren Road

Project Description



Description: This project would provide a sidewalk or separated path on the north side of Valley Road between Kalgren Road and Sunrise Drive.

Benefit: Safety and non-motorized transportation connectivity.

Schedule: 2027: Design; 2028: Construction

Capital Funding (1000's)

	Prior Yrs.	2025	2026	2027	2028	2029	2030	Total
FUNDING SOURCES (1000's)								
General Fund	30	-	-	-	270	-	-	300
TBF	-	-	-	-	-	-	-	-
TIF	-	-	-	-	300	-	-	300
Water Fund	-	-	-	-	300	-	-	300
Sewer Fund	-	-	-	-	-	-	-	-
SSWM Fund	-	-	-	-	-	-	-	-
Donation	-	-	-	-	-	-	-	-
State Grant	-	-	-	-	-	-	-	-
Sub-total	30	-	-	-	870	-	-	900
FUNDING USES (1000's)								
Project Management	-	-	-	-	30	-	-	30
Design/construction	30	-	-	-	840	-	-	870
Sub-total	30	-	-	-	870	-	-	900

Project: Connecting Centers: Bucklin Hill & Finch to Sportsman

Number: 01417

Location: Bucklin, Blakely to Eagle Harbor and Finch, Wyatt to High School Road

Project Description



Description: This project provides non-motorized improvements along two of the corridors identified in the Sustainable Transportation Plan Connecting Centers scenario. The improvements include a protected bike lane uphill on Bucklin Hill between Eagle Harbor Drive and Blakely Ave., and a mix of buffered, protected, vertically and physically separated paths on Finch between Wyatt Way and High School Road.

Benefit: Safety and non-motorized transportation connectivity.

Schedule: 2029: Design; 2030: Construction

Capital Funding (1000's)

	Prior Yrs.	2025	2026	2027	2028	2029	2030	Total
FUNDING SOURCES (1000's)								
General Fund	-	-	-	-	-	-	1,000	1,000
REET	-	-	-	-	-	-	2,000	2,000
TIF	-	-	-	-	-	200		200
TBF	-	-	-	-	-		1,000	1,000
Donation	-	-	-	-	-	-	-	-
Federal Grant	-	-	-	-	-	1,000	-	1,000
State Grant	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	1,200	4,000	5,200
FUNDING USES (1000's)								
Project Management		-	-	-	-	60	60	120
Design/construction		-	-	-	-	1,140	3,940	5,080
Sub-total	-	-	-	-	-	1,200	4,000	5,200



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: (7:30 pm) Consider Waterfront Park Lawn Management Coordination Agreement with Bainbridge Island Rowing for the Lawn Area at Waterfront Park and Authorize the Interim City Manager to Make Improvements to the Waterfront Park Lawn to Support Events and Pétanque Courts and Authorize a Related Budget Amendment (\$10,000 General Fund)

Department: Executive

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

I move to authorize the Interim City Manager to sign a Lawn Management Coordination Agreement with Bainbridge Island Rowing, and approve an associated budget amendment of \$10,000 from the General Fund to support the Waterfront Park Lawn Management Coordination Agreement with Bainbridge Island Rowing and to make improvements to the Waterfront Park Lawn supporting events and pétanque courts.

Narrative:

Following extensive collaboration and engagement with Bainbridge Island Rowing (BIR) and the Bainbridge Island Police Department (BIPD), City staff developed a Waterfront Park Lawn Management Coordination Agreement that clarifies roles and responsibilities related to the use of the Waterfront Park Lawn (Lawn) for Special Events. The Lawn area is immediately adjacent to the BIR Rowing Center

building.

This agreement formalizes the coordination between the City and BIR regarding management of the Lawn calendar and the setup and management of temporary fencing used during Special Events. Under the Agreement, the City will purchase the event fencing, while BIR will store and maintain the fencing at its facility. The agreement also establishes expectations for when the fencing must be erected and who is responsible for setup and removal. The type of fence selected meets the requirements set forth by the Washington State Liquor and Cannabis Board and BIPD for events that include consumption of alcohol on the Lawn.

To support implementation of this agreement and improve the functionality of the lawn, staff proposes the allocation of \$10,000 from the General Fund. These funds will cover the purchase of the event fencing and related site improvements, including installation sleeves for the fencing, re-seeding of the lawn following improvements, and a minor expansion of the gravel area used as a pétanque court.

Expansion of the area used as pétanque courts, which would slightly expand the gravel area on the north side of the lawn by about 5 feet, was requested by the Bainbridge Island Senior Community Center. Pétanque has recently grown in popularity locally, with players frequently using the Lawn to play pétanque - often on a daily basis. Expanding the courts will better accommodate this regular recreational use while maintaining the lawn as a flexible community space.

Fiscal Impact:

\$10,000 General Fund

Community Engagement and Outreach:

This agenda bill reflects direct input from both the Bainbridge Island Senior Community Center and Bainbridge Island Rowing.

Attachments:

1. 3-24-26 BIR Waterfront Park Lawn Council Presentation
2. Image of Waterfront Park Lawn
3. Waterfront Park Lawn Management Coordination Agreement



**CITY OF
BAINBRIDGE ISLAND**

**Consider Waterfront Park
Lawn Agreement with
Bainbridge Island Rowing
and Make Improvements
to the Waterfront Park
Lawn to Support
Pétanque Courts**

Prepared for

City Council

March 24, 2026



Bainbridge Island Rowing (BIR) Agreement



- No change in ownership
- No exchange of funds
- Increased event notifications between City & BIR
- Fence requirements established
 - City purchases fence
 - BIR stores & maintains fence
 - Clear delineation of fence erection & removal responsibilities
 - Fence design meets both WA State Liquor and Cannabis Board and BIPD requirements
 - Fence installation design confirmed by Public Works Director

Waterfront Park Lawn

- Owned by the City
- Gravel portion frequently used to play Pétanque



Waterfront Park Lawn



Recommended Motion

I move to authorize the Interim City Manager to sign a Lawn Management Coordination Agreement with Bainbridge Island Rowing, and approve an associated budget amendment of \$10,000 from the General Fund to support the Waterfront Park Lawn Management Coordination Agreement with Bainbridge Island Rowing and to make improvements to the Waterfront Park Lawn supporting events and pétanque courts.

Thank You



**CITY OF
BAINBRIDGE ISLAND**



WATERFRONT PARK LAWN MANAGEMENT COORDINATION AGREEMENT

THIS WATERFRONT PARK LAWN MANAGEMENT COORDINATION AGREEMENT (“Agreement”) is entered into between the City of Bainbridge Island, a Washington municipal corporation (“City”), and Bainbridge Island Rowing Club, a Washington nonprofit corporation (“BIR”) for the purposes hereafter stated.

RECITALS

A. The City is the owner of Waterfront Park, located at 301 Shannon Drive Southeast, Bainbridge Island, Washington 98110 (Kitsap County Tax Parcel #4114002-001-0000). Within said Park is a certain portion property commonly known as the Waterfront Park Lawn (“Lawn”). A map of the Lawn is attached as Exhibit A to this Agreement.

B. BIR is a Washington nonprofit corporation and a 501(c)(3) organization under the Internal Revenue Code of the United States.

C. BIR offers rowing programs to the community and owns a rowing center, which is located on City-owned property in Waterfront Park directly adjacent to the Lawn. BIR also rents their facility to private parties.

D. The City and BIR desire to enter into this Agreement to delineate responsibilities regarding rental of the Lawn.

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

1. EFFECTIVE DATE. This Agreement shall become effective the day after the date of the last signature of a party below (the “Effective Date”).

2. TERM OF AGREEMENT. The initial term of this Agreement shall commence on the Effective Date and ending on December 31, 2027, unless sooner terminated as provided in Section 8 below.

3. MANAGMENT OF THE LAWN. The parties agree that the City and BIR shall each have the rights, privileges, and obligations, with respect to rental of the Lawn, as provided in Exhibit B to this Agreement.

4. COMPENSATION.

A. This Agreement does not provide for payment of any monetary compensation between the City and BIR. Each party shall bear its own costs and expenses associated with this agreement.

B. The City shall purchase the fencing referenced in Exhibit B to this Agreement. BIR shall store said fencing at its sole cost and expense, without compensation from the City.

5. RESERVED USE BY CITY. The City may reserve the Lawn for use at the City's discretion. The City and BIR shall work collaboratively to reserve times to avoid event conflicts. The City and BIR shall work collaboratively to identify a list of anticipated community events and prioritize use of the Lawn for those events.

6. IMPROVEMENTS. It is not anticipated that BIR will make any improvements to the Lawn. If BIR wishes to improve the Lawn in the future, BIR shall first submit a written request to the City with plans for the proposed improvements. The City may then approve, approve with condition(s), or deny the request within its sole discretion. Unless otherwise agreed, all such improvements shall be made at no cost to the City. All improvements shall become the property of the City upon completion.

7. LIENS. BIR shall not suffer any lien to be recorded against the Lawn as a consequence of any action of BIR, including but not limited to, liens of contractors, subcontractors, or suppliers related to any maintenance or improvement work completed on the Lawn at BIR's request. In the event that any such lien is filed, BIR 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 BIR, BIR 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.

8. TERMINATION.

A. The City may terminate this Agreement at any time if BIR 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 BIR setting forth the nature of the default, and BIR 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, BIR 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 C, the City may terminate this Agreement immediately if BIR fails to maintain the required insurance and fails to cure its noncompliance within five (5) days after notice by the City.

C. The City may terminate this Agreement at any time without cause upon providing ninety (90) days' written notice to BIR. Provided, however, that any such termination shall be conditioned on the approval by the City of any events that had been booked by BIR prior to the date of termination, when such events have completed through the City's Special Event process.

D. BIR may terminate this Agreement at any time without cause upon providing sixty (60) days' written notice to the City.

E. This Agreement shall automatically terminate if:

- (i) BIR 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 BIR, unless the same is dismissed within sixty (60) days after commencement; or
- (iii) BIR dissolves as a nonprofit corporation, voluntarily or involuntarily, or changes from a nonprofit corporation to a for profit corporation; or
- (iv) BIR ceases to be a 501(c)(3) organization under the Internal Revenue Code.

F. Upon the expiration or termination of this Agreement, the rights and obligations of the parties under this Agreement shall terminate except as provided herein.

9. COOPERATION. The City will work cooperatively with other users of the Lawn and Waterfront Park and will not deny access to the Lawn or adjacent property when the Lawn is not reserved for rental.

10. LEASEHOLD EXCISE TAX. This Agreement is a contract for land use and does not grant BIR any property interest, by lease or otherwise, in the Lawn. The parties therefore do not believe that this Agreement is subject to leasehold excise tax under Chapter 82.29A RCW. In the event that the Washington State Department of Revenue characterizes this Agreement as a lease, the parties agree to jointly dispute such characterization. However, nothing in this Agreement shall require the City to institute legal action in furtherance of such a dispute, including but not limited to filing of a declaratory judgment action. If such dispute ultimately results in a determination that this Agreement is a lease subject to Chapter 82.29A, BIR agrees to pay any leasehold excise tax assessed.

11. 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. The President of the Board of Directors of BIR shall be BIR'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 BIR, under this Agreement

12. INDEPENDENT CONTRACTOR.

A. BIR and the City understand and expressly agree that BIR is an independent contractor in the performance of each and every part of this Agreement. BIR expressly represents, warrants, and agrees that BIR'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. BIR, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. BIR shall make no claim of City employment nor shall BIR claim any related employment benefits, social security, and/or retirement benefits.

B. BIR 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, BIR shall pay the same before it becomes due.

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

13. NONDISCRIMINATION AND COMPLIANCE WITH LAWS.

A. BIR 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. BIR 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 13 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.

14. HOLD HARMLESS AND INDEMNIFICATION.

A. BIR 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 BIR or any person to whom BIR rents the Lawn in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. The City shall defend, indemnify, and hold BIR, 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 City in performance of this Agreement, except for injuries and damages caused by the sole negligence of BIR.

C. 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 BIR or those to whom BIR rents the Lawn and the City, its officers, officials, employees, and volunteers, BIR's liability, including the duty and cost to defend hereunder, shall be only to the extent of BIR's negligence or that of the person or party to whom BIR rents the lawn. It is further specifically and expressly understood that the indemnification provided herein constitutes BIR'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.

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

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

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

15. INSURANCE. BIR shall maintain the insurance described in Exhibit C.

16. 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 BIR to any other person or entity.

17. 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 a written instrument properly signed by both parties.

18. 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.

19. 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.

20. 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.

21. 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: Bainbridge Island Rowing
281 Brien Drive SE
Bainbridge Island, WA 98110
admin@bainbridgerowing.org

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.

22. 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.

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

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

25. 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.

BAINBRIDGE ISLAND ROWING

CITY OF BAINBRIDGE ISLAND

20-Mar-26
Date: _____

Date: _____

Signed by:
By: Amanda Pekasky
BD83CFE6D7E042C...

By: _____
Ellen Schroer, Interim City Manager

Amanda Pekasky
Name: _____

Director of Programs and Business
Development
Title: _____

91-2101122
Tax ID # _____

602095166
City Business License # _____

In Process

EXHIBIT A

MAP OF LAWN PROPERTY



Rented w/BIR:	License Type	Green	Red	Pink	Responsible to erect / remove
Yes	Banquet Permit	Yes	No	No	BIR
Yes	Special Occ. License	Yes	No	No	
Yes	No Alcohol	No	No	No	
No	Banquet Permit	Yes	Yes	No	Event Coordinator
No	Special Occ. License	Yes	Yes	No	
No	No Alcohol	No	No	No	

EXHIBIT B

SCOPE OF SERVICES - BIR AS MANAGING RENTAL AGENT FOR THE LAWN

1. CALENDAR MANAGEMENT

The City shall maintain exclusive control the Waterfront Park and Lawn rental calendars. In order to keep BIR apprised of all Special Event Permit applications for events occurring within the Waterfront Park area, the City shall send BIR notice in accordance with the below schedule:

- A. When a Special Event Application is received by the City for the Waterfront Park area, the City shall promptly notify BIR.
- B. When a Special Event Application is deemed complete by the City for the Waterfront Park area and is routed internally for City staff review, the City shall promptly notify BIR
- C. When a Special Event Application is approved or denied by the City for the Waterfront Park area, the City shall promptly notify BIR
- D. If a Special Event Application is withdrawn, or a Special Event Permit is otherwise cancelled, the City shall promptly notify BIR.
- E. Notice described above shall be provided to BIR at venuereental@bainbridgrowing.org. In addition, at any time, BIR may also reach out to the City to ask whether certain dates are available/booked.

Events that are exclusively limited to use of the interior of the BIR Rowing Center do not need to follow the City's Special Event Permit application process and are not subject to this Agreement.

2. FEE STRUCTURE

Fees for use of the Waterfront Park and Lawn are established in the City of Bainbridge Island Fee Schedule. The daily rate covers up to 24 hours, starting at 12:00 a.m. and ending at 11:59 p.m. on a single calendar day.

3. LAWN FENCING AND MAINTENANCE

A. Temporary Fencing and Posts for Lawn

The City shall install and maintain sleeves, or other holders for temporary fencing, around the perimeter of the Lawn as depicted in Exhibit A. These sleeves/holders will enable temporary fencing, further described below, to be installed for events involving alcohol or other events requiring a defined boundary. The City shall also purchase temporary fencing that meets specifications established by the City and its Police Chief ("Temporary Fencing") as well as posts for use with the Temporary Fencing ("Posts").

BIR shall be responsible for safe storage of Temporary Fencing and Posts. If the Temporary Fencing or Posts are damaged in excess of ordinary wear and tear, BIR shall be responsible for the repair or replacement of said fencing and posts.

B. Lawn Maintenance

The City will continue to include the Lawn in its regular maintenance and upkeep schedule. BIR may, at its discretion and at no cost to the City, weed the Lawn, gravel, and landscape adjacent to the Lawn.

4. REQUIRED USE OF TEMPORARY FENCING AND POSTS

All events occurring on the Lawn shall have Temporary Fencing and Posts (or other temporary fencing that meets the specifications established by the City and its Police Chief) installed prior to the event in accordance with this Section of Exhibit B and Exhibit A.

A. Lawn Event Rentals that include use of the BIR Rowing Center

When Alcohol will be consumed on the Lawn, either as permitted through a Banquet Permit or Special Occasion License through the WA State Liquor and Cannabis Board, fencing shall be erected prior to the event by BIR in accordance with the Figure and Table shown in Exhibit A. BIR shall be responsible for ensuring that the necessary Temporary Fencing and Posts are installed on the Lawn. Upon completion of the event, BIR shall promptly remove and store the fencing.

When Alcohol will not be consumed on the Lawn, BIR is not required to erect fencing on or around the Lawn. However, BIR may choose to erect fencing on or around the Lawn at its sole discretion and expense. If said fencing is erected, BIR shall promptly remove and store the fencing upon completion of the event.

B. Lawn Event Rentals that do not include use of the BIR Rowing Center

When Alcohol will be consumed the Lawn, either as permitted through a Banquet Permit or Special Occasion License through the WA State Liquor and Cannabis Board, fencing shall be erected prior to the event by the Event Coordinator in accordance with the Figure and Table shown in Exhibit A. The Event Coordinator shall be responsible for ensuring that the necessary Temporary Fencing and Posts (or other fencing that meets the specifications established by the City and its Police Chief) are installed on the Lawn. Upon completion of the event, the Event Coordinator shall promptly remove said fencing and posts.

Use of the City's fencing by the Event Coordinator is permitted only upon mutual agreement between BIR and the Event Coordinator.

When Alcohol will not be consumed on the Lawn, the Event Coordinator is not required to erect fencing on or around the Lawn. However, the Event Coordinator may choose to erect fencing on or around the Lawn at its sole discretion and expense. If said fencing is erected, the Event Coordinator shall remove and store the fencing upon completion of the event.

EXHIBIT C

INSURANCE REQUIREMENTS

A. Insurance Term

BIR 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 BIR, its agents, representatives, or employees.

B. No Limitation

BIR's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of BIR 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

BIR 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 BIR'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 BIR's profession.

D. Minimum Amounts of Insurance

BIR 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

BIR'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 BIR'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, BIR shall provide to the City Manager of the Agreement a Certificate of Insurance evidencing the required insurance. BIR 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 BIR 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

BIR 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 BIR 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 BIR 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 BIR Limits.

If BIR 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 BIR, irrespective of whether such limits maintained by BIR 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 BIR.



City Council Regular Business Meeting Agenda Bill Tuesday, March 24, 2026

Agenda Item: (7:40 pm) Consider Ordinance No. 2026-03, Adopting Clarifying Updates to BIMC 5.38, Short-Term Rentals

Department: Executive

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

I move to forward Ordinance No. 2026-03 amending Chapter 5.38 of the Bainbridge Island Municipal Code to a future City Council Business Meeting for consideration of approval.

Narrative:

On February 13, 2024, the City Council adopted Short-Term Rental Ordinance 2024-02, codified as Chapter 5.38 of the Bainbridge Island Municipal Code. This new code became effective on September 30, 2024. Since that time, staff have gained substantial operational experience administering and enforcing this new regulatory framework. After one year of experience with this program, staff convened a meeting with local stakeholders to hear their feedback. With the concurrence of the stakeholders, staff recommend several targeted, technical amendments to Chapter 5.38. These proposed revisions streamline the registration process for short-term rental operators, improve clarity, and create a more efficient process while maintaining the Short Term Rental Program's underlying policy objectives.

Key aspects of Ordinance 2026-03 include:

- Clarifying the definition of a short-term rental to include units containing a kitchenette and bed and breakfasts
- Eliminating redundant registration requirements to streamline the application and renewal process
- Reducing mailed notice requirements to neighbors within 300 feet of a rental property for first-time registrations only, rather than both initial registrations and annual renewals
- Removing the requirement to display an exterior 4-inch by 6-inch sign at the rental property
- Updating the Penalties and Enforcement section to change enforcement to occur through Notices of Violation instead of Notice of Infractions

Information about Short-Term Rentals on Bainbridge Island is available on the City's website: <https://bainbridgewa.gov/964/Short-Term-Vacation-Rentals>

Fiscal Impact:

Community Engagement and Outreach:

City staff met with representatives from the Bainbridge Island Chamber of Commerce and Innkeepers Forum to review the proposed short-term rental code amendments. Both organizations expressed their support for the proposed changes.

Attachments:

1. 3-24-26 Council Presentation
2. Ordinance No. 2026-03 Amendment of Short-Term Rentals



**CITY OF
BAINBRIDGE ISLAND**

**Consider
Ordinance 2026-03
Adopting Clarifying
Updates to
BIMC 5.38
Short-Term Rentals**

Prepared for

City Council

March 24, 2026



Today's Short-Term Rental Discussion

1

Overview &
Current Status

2

Introducing
Ordinance Update

3

Recommended
Motion



March 24, 2026

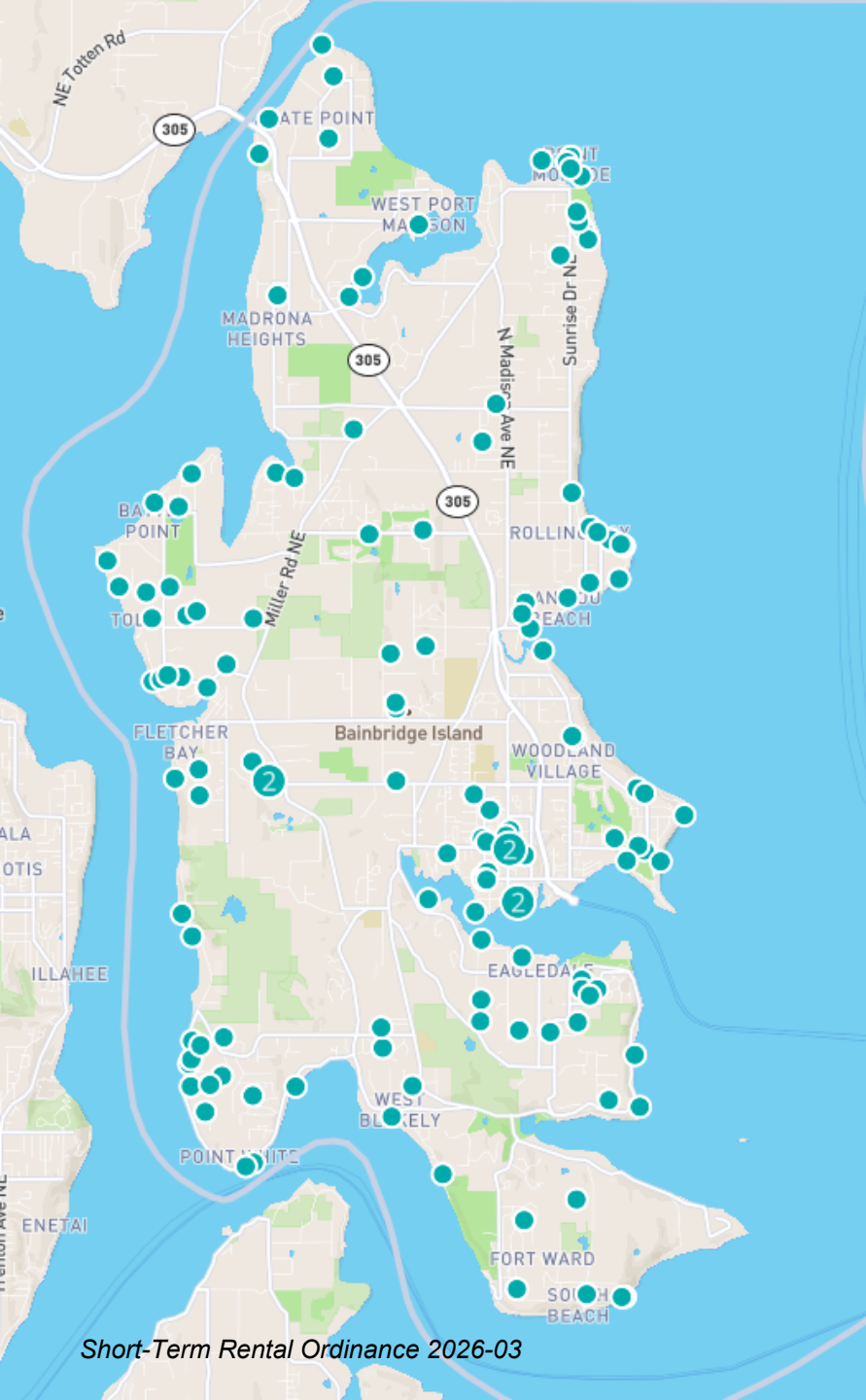
Short-Term Rental Status

Since Short-Term Rental Ordinance Approved Feb. 13, 2024
(*in-effect Sept. 30, 2024*)

- 182 Applied
 - 107 New City Business Licenses

138 Current Registrations

- 88% Registration Rate



Introducing Ordinance 2026-03

Key amendments include:

- **Clarifying short-term rental definition to include**
 - Units containing kitchenettes
 - Bed and Breakfasts
- **Eliminating redundant registration requirements**
- **Reducing 300-foot mailed notice requirements**
 - Notices for first time registrations only, not renewals
- **Removing exterior 4" x 6" sign requirement**
- **Updating penalties and enforcement section**



Mar 24, 2026

Recommended Motion

I move to forward Ordinance 2026-03 amending Chapter 5.38 of the Bainbridge Island Municipal Code to the April 14th City Council Business Meeting for consideration of adoption.

Thank You



**CITY OF
BAINBRIDGE ISLAND**

ORDINANCE NO. 2026-03

AN ORDINANCE of the City of Bainbridge Island, Washington, amending Sections 5.38.020, 5.38.050, 5.38.060, 5.38.080, and 5.38.090, and adding Section 5.38.100 of the Bainbridge Island Municipal Code (BIMC) regarding short-term rentals.

WHEREAS, on February 13, 2024, the Bainbridge Island City Council adopted Ordinance No. 2024-02, establishing short-term rental regulations as BIMC 5.38; and

WHEREAS, on July 23, 2024, the Bainbridge Island City Council adopted Ordinance No. 2024-18, amending BIMC 5.38 based on input from innkeepers engaged in the short-term rental business and the proficiencies of the online registration service provider; and

WHEREAS, Ordinance No. 2024-18 became effective on September 30, 2024; and

WHEREAS, since the effective date of Ordinance No. 2024-18 on September 30, 2024, the City has received additional input from stakeholders and innkeepers engaged in the short-term rental business and has recommended some amendments to BIMC 5.38 in accordance with that input and to enable easier implementation of the short-term rental regulations; and

WHEREAS, the City Council has reviewed the City Manager's recommendations and has decided to make the revisions to BIMC 5.38.020.D and E, 5.38.050.A, 5.38.060, 5.38.080.A, 5.38.090, and adding section 5.38.100, as set forth in this ordinance.

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

Section 1. Clarifying Definitions of Short-Term Rentals. BIMC 5.38.020 are hereby amended to read as follows:

As used in this chapter, the following terms have the meanings set forth below:

- A. "Agent" means any person or entity authorized to act on behalf of the owner of a short-term rental unit.
- B. "Broker" means any person or entity that offers, lists, advertises, accepts reservations for, and/or collects whole or partial payment for a short-term rental unit, including but not limited to online websites, online travel agencies, and online booking agents.
- C. "Owner" means the person or entity who holds legal or equitable title to a short-term rental.
- D. "Short-term rental" means the rental of any short-term rental unit for occupancy up to ~~legally permitted residential dwelling unit, as that term is~~

defined in BIMC 18.36.030, for occupancy for a period of not more than 30 consecutive days.

- E. ~~“Short-term rental unit” means the residential dwelling unit being rented or offered for short-term rental. Rooms~~ a building or portion of a building that provides independent living facilities with provisions for sleeping, eating, and sanitation or a “bed and breakfast,” as that term is defined in BIMC 18.36.030, being rented or offered for a short-term rental. For purposes of this definition:

1. Provisions for sleeping mean a habitable room large enough for a couch, bed, or cot; provisions for sleeping do not require a closet in the room.

2. Provisions for sanitation mean that bathing facilities are provided, e.g., a shower or a tub. A toilet and sink in a room are not considered bathing facilities.

3. A recreational vehicle, bus, or rooms at hotels and inns are not short-term rental units for the purposes of this chapter.

Section 2. Contents of Short-Term Rental Applications. BIMC 5.38.050.A is hereby amended to require the following to be provided on the application form:

A. Application Contents. The owner or the owner’s authorized agent may apply for a short-term rental certificate by submitting an application on a form provided by the city. The application form shall provide the following information:

1. The name, address, and telephone number of the owner of the short-term rental unit.
2. ~~Whether~~If the short-term rental unit is located at the primary residence of the owner, ~~which and whether~~ the owner will continue to occupy the property during the short-term rental.
3. If applicable, the name, address, and telephone number of the owner’s authorized agent for rental of the short-term rental unit.
4. ~~A list of addresses of any and all additional short-term rentals operated by the owner on Bainbridge Island.~~
- ~~54.~~ The address and county plat number of the proposed short-term rental unit, all internet listing sites for the short-term rental, and all listing numbers.
- ~~65.~~ The number of rooms for rent in the short-term rental unit and the allowed overnight occupancy stated on the listing platforms or internet sites.

- ~~76.~~ The number of existing on-site parking spaces designated for the exclusive use of the short-term rental unit.
- ~~87.~~ The name, address, and telephone number of a local contact person who shall be available 24 hours per day, seven days per week for the purpose of responding within 60 minutes to complaints regarding the condition and operation of the short-term rental unit or the conduct of occupants of the short-term rental unit or their guests.
- ~~98.~~ The planned number of days per year the unit will be available for rent; ~~whether the owner will reside on the property while a portion of it is available as a short-term rental unit, whether the owner occupies the short-term rental unit in its entirety for part of the year, and if they intend to use a property management company.~~
- ~~109.~~ The written consent of any applicable homeowners' association or condominium owners' association to the use of the residential dwelling unit as a short-term rental unit.
- ~~110.~~ A certification by the owner of the proposed short-term rental unit, under penalty of perjury, that all information contained in and provided with the application is true and accurate.
- ~~1211.~~ Such other information as the city manager or designee deems necessary to administer this chapter.

Section 3. Mailing of Notice. BIMC 5.38.050.C, is hereby amended to read as follows:

- C. Mailing of Notice. The City shall mail notice of the application ~~or renewal~~ to all residents and owners of property within 300 feet. Short-term rental units that are the primary residence of the owner and which the owner continues to occupy during the short-term rental are exempt from the requirements of this subsection.

Section 4. Advertising and operational requirements. BIMC 5.38.060, is hereby amended to read as follows:

The following requirements apply to the operation of all short-term rental units:

- ~~A. Listing to Include Certificate Number. All advertisements and online listings for short-term rental units shall include the short-term rental certificate number.~~

- ~~BA.~~ Interior Display of Short-Term Rental Certificate. The owner or agent shall affix the short-term rental certificate in a highly visible location, within six feet of the main entry door of the short-term rental unit to which it applies.
- ~~C.~~ Exterior Display of Notice. A notice provided by the city containing a 24-hour, seven days per week, local contact name and phone number of the owner or agent responsible for the short-term rental unit, the number of bedrooms, the maximum number of occupants permitted to stay in the unit, and the maximum number of vehicles allowed shall be posted by the owner or agent in a readily visible location on the exterior of the short-term rental unit. The notice shall be a standardized design with a minimum size of four inches by six inches. The notice shall be in plain view of the general public and shall be maintained in good condition by the owner or agent. Short-term rental units that are the primary residence of the owner and which the owner continues to occupy during the short-term rental are exempt from the requirements of this subsection.
- ~~DB.~~ Special Events. Weddings, corporate events, commercial functions, and other similar events are allowed. Any such events that cause traffic, parking, noise, disorderly conduct, or other impacts in excess of those associated with a residential dwelling unit are prohibited at the short-term rental unit or on the property on which the short-term rental unit is located.
- ~~EC.~~ Permitted Occupancy. The owner or agent shall limit the overnight occupancy of the short-term rental unit to no more than a cumulative total per short-term rental unit of two persons per room plus one additional person per unit (excluding bathrooms, storage rooms, mud rooms, hallways, or other areas not normally associated with overnight occupancy). In addition, the occupancy shall not exceed the stated occupancy listed for the property on the listing platform. All other applicable occupancy laws shall apply.
- ~~FD.~~ Parking, Trash/Refuse Regulations and Avoidance of Public Nuisance. Owners must ensure that overnight guests comply with all applicable city of Bainbridge Island regulations and ordinances related to parking, trash and refuse, and noise, including, but not limited to, Chapters 8.16, 9.70, and 10.08 BIMC.
- ~~GE.~~ Disposable Food Service Ware and Waste Reduction Regulations. Owners and agents must comply with the provisions of Chapter 8.24 BIMC as they apply to lodging establishments.

Section 5. Complaint, verification, and hearing process. BIMC 5.38.080.A, is hereby amended to read as follows:

- A. The city shall provide a system for citizen complaints about short-term rentals, such as See-Click-Fix, to be submitted for review by the city manager or designee. Any such complaint must be accompanied by evidentiary material, such as time stamped photos, recordings, or statements. All citizen complaints will be verified by the city manager or designee.

Section 6. Penalties and enforcement. BIMC 5.38.090, is hereby amended to read as follows:

~~Any person or entity violating any provision of this chapter shall have committed a civil infraction and shall be assessed a monetary penalty as provided in BIMC 1.24.010. A person or entity violating any provision of this chapter shall have committed a separate civil infraction for each day or portion of which the violation is committed, continued, or permitted and is punishable accordingly.~~

A. The city manager, or designee, may investigate any structure or use which it reasonably believes does not comply with the standards and requirements of this chapter.

B. Whenever the city manager or designee determines that a person or entity has violated the provisions of this chapter, the city manager, or designee, may issue the person or entity a notice of violation in accordance with BIMC 5.38.090.C below.

C. Notice of violation.

1. Contents. A notice of violation shall state separately each standard or requirement violated, state what corrective action (if any) is necessary to comply with the standards or requirements, set a reasonable time for compliance, and explain the appeal process and specific information required to file an appeal.

2. Service. A notice of violation shall be served upon the person or entity by personal service or via certified mail, with return receipt requested, to the short-term rental unit that is the subject to the notice of violation and the last known address of the person or entity.

3. Posting. A copy of the notice shall be posted at a conspicuous place on the short-term rental unit, unless posting the notice is not physically possible.

4. Amendments. A notice of violation may be amended at any time in order to correct clerical errors or cite additional authority for a stated violation.

5. Appeals. The person or entity named in a notice of violation, issued pursuant to this chapter, may appeal the notice by requesting such appeal within 10 calendar days after being served with the notice. When the last day of the period so computed is a Saturday, Sunday, or a federal or city holiday, the period shall run until 4:30 PM on the next business day. The request shall be in writing and include an appeal fee as specified in the

city's fee schedule adopted by resolution of the City Council. Upon receipt of the appeal request, the city shall schedule an appeal hearing before the Hearing Examiner who is hereby authorized to review all such appeals. Notice of the hearing shall be sent to the appellant and/or the person(s) named on the notice of violation, or as may be otherwise requested by the appealing party. At or after the appeal hearing, the Hearing Examiner may: sustain the notice of violation a; withdraw the notice of violation; continue the review to a date certain for receipt of additional information; or modify the notice of violation, which may include an extension of the compliance date.

The decision of the Hearing Examiner shall be final and conclusive unless appealed. An appeal of the decision of the Hearing Examiner must be filed with superior court within 21 calendar days from the date the Hearing Examiner's decision was transmitted to the person or entity to whom the notice of violation was directed, or is thereafter barred. The cost for transcription of all records ordered certified by the superior court for such review shall be borne by the appellant.

6. Final unless appealed. Unless an appeal is filed in accordance with subsection 5 above, the notice of violation shall become the final administrative order of the city.

7. Civil penalty. In addition to any other sanction or remedial procedure which may be available, any person violating or failing to comply with any of the provisions of this chapter shall be assessed a monetary penalty as provided in BIMC 1.24.010. The penalty imposed by this section may be collected by civil action brought in the name of the city.

8. Recording. A copy of the notice of violation may be filed and recorded with the Kitsap County Auditor's Office.

Section 7. Authority to enforce. BIMC 5.38.100, is hereby added to BIMC 5.38 to read as follows:

5.38.100 Authority to enforce.

The City Manager, or designee, is charged with the responsibility of enforcing the rules and regulations of this chapter.

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

Section 9. Effective Date. This ordinance shall take effect and be in full force five (5) days after its passage and publication as required by law.

PASSED BY THE CITY COUNCIL this ____ day of ____, 2026.

APPROVED BY THE MAYOR this ____ day of ____, 2026.

Clarence Moriwaki, Mayor

ATTEST/AUTHENTICATED:

Christine Brown, MMC, City Clerk

FILED WITH THE CITY CLERK: March 20, 2026
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. 2026-03



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: (7:50 pm) Consider Approach to Review the Appeal of a Business License Denial, and Consider Appointing a Council Subcommittee if This Option is Selected.

Department: Executive

Agenda Section: Regular Business

Estimated Time: 10 Minutes

Recommendation:

I move to have the full City Council hear the appeal of a business license denial.
OR

I move to appoint a subcommittee of the City Council to hear the appeal of the business license denial, and appoint Councilmembers _____, _____, and _____ to a Council subcommittee for this purpose.

Narrative:

The City has received an appeal of a business license denial for 12990 Phelps Road. Under BIMC 5.04.220, City Council or a committee thereof hears appeals of business license denials.

To prepare to hear the appeal, staff requests that City Council provide the following guidance:

1. Determine whether the entire City Council or a committee thereof will hear this appeal. If a committee is desired, City Council will appoint a subcommittee of up to three Councilmembers to hear the appeal;
2. Set a tentative date and time for the appeal; and
3. Determine whether City Council, or a committee thereof, wishes to have the assistance of legal counsel during the appeal hearing. If so, then outside legal counsel is recommended.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

None



City Council Regular Business Meeting Agenda Bill Tuesday, March 24, 2026

Agenda Item: (8:00 pm) Designate One Councilmember to Serve on the Selection Jury for the 2026-2027 "Something New" Public Art Rotation

Department: Executive

Agenda Section: Regular Business

Estimated Time: 5 Minutes

Recommendation:

I move to appoint Councilmember _____ to represent the City of Bainbridge Island on the selection jury for the 2026-2027 Something New public art rotation.

Narrative:

The Something New program offers the public an art experience as well as creating an ongoing opportunity for sculptors to exhibit their work. The program places sculptures in five outdoor locations in downtown Bainbridge Island. The five Something New locations include pedestals in front of Town & Country Market on Winslow Way and Ericksen Avenue, at the south end of Madison Avenue S. (in the Doc's plaza), at the entry door of Bainbridge Island City Hall building, and in two spots along the central path in Waterfront Park. Selected works remain on display for approximately 11 months after which they will be removed to make room for the next collection of selected sculptures, offering Bainbridge Islanders and visitors "something new" every year.

The Something New program is administered by the Public Art Committee (PAC) in partnership with Arts & Humanities Bainbridge (AHB) and the City of Bainbridge Island. A jury made up of local artists and community members appointed by PAC select the sculptures in the Something New collection.

Responsibilities for the Jury include:

1. Adhere to the Juror Guidelines, including disclosure of any conflicts of interest.
2. Assess the merits of each submission against the selection process framework.
3. Provide input on submissions from artistic, cultural and community values perspectives.
4. Practice impartiality and objectivity as a jury member.
5. Maintain confidentiality throughout the process.

Time Commitment:

Weekend of April 18-19: Individually review the Something New IX Submission packet, including guidelines for reviewing Public Art and a rating sheet (estimated time - 2 hours).

Monday, April 20: Attend in person selection panel meeting on April 20 from 2:30-4:30 pm to meet with fellow jurors to review each piece and determine the seven pieces (5 pieces plus 2 alternates) that will be recommended to the city for installation. Potential locations will also be identified at this meeting.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

None



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: (8:05 pm) Receive Recommendation from the Winslow Subarea Plan and Comprehensive Plan Steering Committee for Next Steps Related to Proposed Changes to the Comprehensive Plan Guiding Principles

Department: City Council

Agenda Section: Communications

Estimated Time: 15 Minutes

Recommendation:

Discussion and consideration of next steps

Narrative:

The City Council and Planning Commission Steering Committee for the Winslow Subarea Plan Update and Comprehensive Plan Periodic Update has discussed updates to the Guiding Principles for the Comprehensive Plan, including suggested updates from advisory committees and Council members.

This discussion will provide the full City Council with an update from the Steering Committee members and provide a time for discussion of expected next steps related to the timing and approach to updating the Guiding Principles.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

None



City Council Regular Business Meeting Agenda Bill **Tuesday, March 24, 2026**

Agenda Item: (8:20 pm) Consider Request from Councilmember Lant to Add a Discussion on Approval of City Advisory Work Plans to a Future Council Meeting

Department: City Council

Agenda Section: Communications

Estimated Time: 5 Minutes

Recommendation:

Discussion and potential placement on a future Council agenda.

Narrative:

Councilmember Lant has requested that Council consider adding a discussion on delaying approval of City Advisory Committee workplans until after Ward meetings and a Council retreat to a future Council meeting. Her request is attached.

Fiscal Impact:

Community Engagement and Outreach:

Attachments:

1. Request for Agenda Item from Councilmember Lant

From: Lara Lant

Sent: Thursday, March 12, 2026 9:24 PM

To: Clarence Moriwaki <cmoriwaki@bainbridgewa.gov>; Kirsten Hytopoulos <khytopoulos@bainbridgewa.gov>; Ellen Schroer <eschroer@bainbridgewa.gov>

Subject: Agenda Request - For Discussion

Dear Mayor, Deputy Mayor and Interim City Manager,

I want to express my concern about the timeline for approving committee and commission workplans, as some groups will be coming before Council very soon to seek approval.

Council has only just scheduled Ward meetings to hear from constituents about their priorities, and we have not yet held a Council retreat to discuss and align on our priorities for 2026 and beyond. I'm not comfortable approving workplans before we've had the opportunity to determine our priorities as a body and hear from our constituents. Approving them now risks locking in agendas that may not reflect the direction we ultimately set.

I would appreciate discussing this as a group to decide whether it makes sense to adjust the timeline so workplans are considered after our Ward meetings and after Council has had a chance to discuss priorities together.

Respectfully,

Lara Lant