

# Adopted Budget 2025-2026

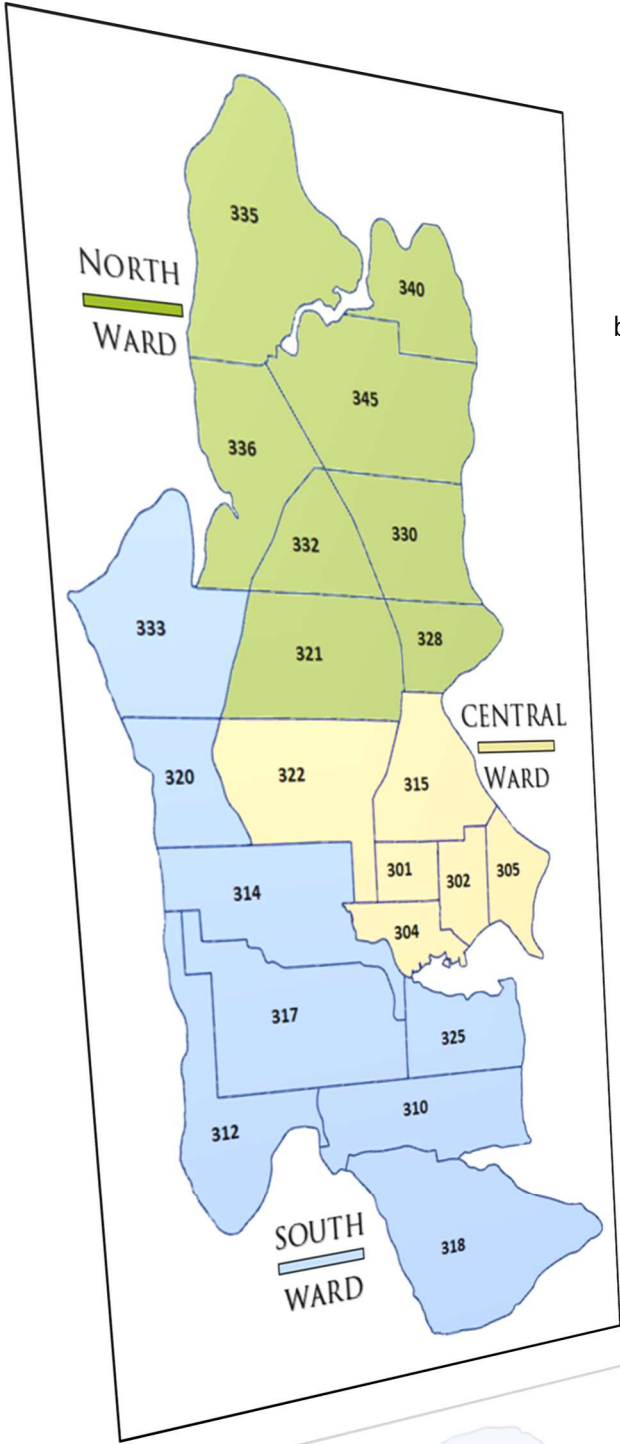


## City of Bainbridge Island, WA



City of Bainbridge Island  
Finance & Administrative Services Department  
280 Madison Ave N  
Bainbridge Island, WA 98110

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## City Vision

A healthy Bainbridge Island, now and for future generations.

## City Mission

Serve and respond with skill, trust, and care.

## City Values

**Stewardship:** We manage our resources with intention.

**Professionalism:** We bring knowledge to our work and energy to new challenges.

**Connection:** Respect and communication are central to our success.

**Balance:** Personal well-being improves our work and makes our organization strong.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Bainbridge Island  
Washington**

For the Biennium Beginning

**January 01, 2023**

*Christopher P. Morill*

Executive Director



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## Reader's Guide to the Budget

The City of Bainbridge Island (City) is required by State law to adopt a balanced budget each year. Understanding a governmental budget and its specialized terminology and organization can be a challenge. This Reader's Guide is being provided to highlight the kind of information contained in this document and to make the City's budget more understandable and useable for the reader.

### Organization of the Budget Document

This budget document contains legally required budget information, descriptive background information and various graphs and tables that will be helpful to the reader's understanding. It is organized into six major sections to help the reader more easily find information about the City and its budget. The sections that follow the Introduction and Table of Contents are:

- City Goals and Measuring Results
- Budget Development
- Summary by Fund
- Summary by Department
- Capital Improvement Plan
- Appendix

### Introduction

This section introduces the reader to the contents of the budget document along with a transmittal letter prepared by the City Manager, which provides an overview of the services delivered by and changes from the current City budget.

### City Goals and Performance Measures

This section outlines the City's process for identifying strategic goals that align with its vision and mission statements. It details the selected goals, and the key performance measures used to track progress toward achieving them.

### Budget Development

This section contains information about the budget process, including preparing, reviewing, adopting the budget, and amending the budget after adoption. Financial policies and key assumptions are included in this section. This information provides the reader a solid understanding of the policies and assumptions made to build the budget. Growing from the policies and assumptions used to build the budget, we introduce the financial capacity and



fiscal health of the organization. This section concludes with basis of budgeting and debt obligations.

### **Summary by Fund**

The summary by fund section provides fund descriptions and a 2025 budget status. A matrix is included that shows the relationship between the different types of funds and the distribution among departments. It also demonstrates the revenues and expenditures by 18 funds used citywide. This section includes schedules for community services, outside professional services, and intergovernmental services. A citywide budget comparison and revenues by fund are included. Graphs in this section will inform the reader of sources and uses for funds.

### **Summary by Department**

In this section, an overview for each department is included; the reader will find a narrative describing the services provided by that department. Included are the budget schedules for each department, department staffing, and organizational information.

### **Capital Improvement Plan**

The Capital Improvement Plan (CIP) section of the budget document summarizes the projects with appropriations in the 2025-2026 biennium. The CIP is an important element in the City's long-range and strategic planning, and acts as a road map for the next six years. This section provides a link to the City website where the full 2025-2030 CIP can be found.

### **Appendix**

The appendix is a valuable tool for the reader. It includes adopted ordinances and resolutions that establish a road map that guide the preparation of the budget. Pay scales for represented and unrepresented employees and the police guild can be found in this section. A comprehensive glossary is included to further inform the reader of specialized terminology.

Honorable Mayor and City Council:



In accordance with RCW 35A.13.080 (8), I am pleased to present the adopted biennial budget for fiscal years 2025-2026. This budget provides for continuity of service and continues with a tradition of consistency, predictability, and reliability. The budget is fiscally sustainable. It provides for maintenance of facilities, equipment, and the City's operations and service delivery elements, all in an environment of uncertain economic times.

The only thing we know for certain is that economic conditions are uncertain. It is difficult to achieve consistency, reliability, and predictability during these precarious economic times. Although the COVID pandemic is now in our rear-view mirror, we still struggle to recover from the fallout caused by the pandemic. We face what seems to be emerging stagflation with high inflation and flat to declining revenues. In May of this year, a long-term financial projection presented to the Council indicated that without action, if the City remained on financial autopilot, expenditures would exceed revenues. At that time, staff committed to presenting the City Council with a balanced budget for 2025-2026 without a draw on reserves for ongoing programs and services. I am pleased to report, this budget projects revenues in excess of expenditures with reserve levels remaining well above the levels set by policy.

Total General Fund revenue for 2025 is projected at \$23.6 million, and \$23.9 million for 2026, with a combined biennium General Fund revenue of \$47.5 million. Total General Fund budgeted expenditures are \$23.3 million for 2025 and \$24.1 million for 2026 for a total of \$47.4 million in outflow for the biennium.

Total all fund expenditures are \$85.1 million for 2025 and \$59.5 million for 2026. Capital expenditures during the biennium represent the biggest fluctuation year to year.

Construction of the budget looks at three elements: revenue, expenditures, and reserves. For General Fund revenues, investment revenue has been a surprise revenue source over the past several years. The City is a conservative investor of idle cash and better than expected earnings has provided the City with an unexpected revenue boost. The influx of American Rescue Plan Act (ARPA) funds that were part of the Coronavirus fiscal recovery program allowed the City to have more funds to invest. As these funds have been spent down for their intended purposes, the amount of idle cash has been depleted, causing a decline in investment revenues. In addition, the federal funds rate is expected to decline, and projected interest earnings have been adjusted downward. With less cash to invest, along with anticipated reduction in the federal funds rate, a \$925,000 decline in interest earnings revenue year-to-year is projected. In 2024, investment revenue was the fourth largest revenue source for the General Fund. In 2025, investment revenue is projected to be the sixth largest source of revenue for the General Fund.



Property, sales, and utility taxes comprise 84% of General Fund revenues. Property tax revenue is relatively flat for 2025-2026 with a 2% increase annually (\$8.6 million 2025; \$8.7 million 2026). Sales tax is also relatively flat with a 3% increase annually (\$7.6 million in 2025; \$7.8 million 2026). Sales tax revenue is forecasted to decline in 2024 by 1% from the amount received in 2023.

Total annual General Fund Revenue forecast for 2024 is \$24.0 million. The projection for 2025 declines to \$23.6 million and 2026 rises to \$23.9 million.

Services are delivered via personnel, facilities and equipment. All three of these important components are supported and accounted for in this expenditure plan. Regarding personnel, the City has authorized 141 Full Time Equivalent (FTE) positions. We are expecting personnel costs to increase 6% in 2025 and 2026. To manage personnel costs, 3.5 positions that are currently vacant will be held vacant: 1.0 police officer, 1.0 building inspector/plans examiner, 1.0 financial analyst, and 1 part-time (0.5) judicial specialist.

Other expenditure reductions to be aware of – the intern budget was reduced by \$70,000, and the budget for contracts for the City Manager’s office was reduced.

No new positions were added. However, a temporary hourly contract permit expeditor at a cost of \$65,000 is budgeted pursuant to the City Council’s 2025-2026 area of emphasis to address the land use permit backlog.

The development of an integrated pest management program to address the City’s use of herbicides is included in the budget.

Equipment and fleet replacement are accounted for with \$870,000 programmed for expenditure in 2025 on equipment and equipment replacement and \$660,000 programmed for expenditure in 2026 on equipment and equipment replacement. This includes a new asphalt roller to address ongoing maintenance needs for the City’s 282 lane miles of roads.

\$160,000 for the biennium is budgeted for electric vehicle charging infrastructure to address Climate Action Plan implementation.

It is important to note that the City’s insurance costs are budgeted to increase approximately 15% annually. Our insurance coverage for liability, property, auto fraud, and cybersecurity coverage will exceed \$1.2 million annually. Five years ago, our premium was \$418,000.

In addition to revenues and expenses, the third element of preparing a budget is reserves. The City has an adopted General Fund reserve policy to maintain 25% of operating revenues, which allows the City to operate for about three months if all revenues are cut off. This is in alignment with the best practices advised by the Governmental Finance Officers Association

(GFOA) for continuity of service. The City's financial policies also call for an additional emergency buffer of \$1 million. The General Fund operating reserve is approximately \$7.3 million and referred to as restricted fund balance. In general terms, the General Fund will carry forward a fund balance, both restricted and unrestricted, of slightly less than 75% of General Fund revenue into 2027. This budget separately meets the requirements of providing a reserve of 60 days operating expenses for water and sewer and 90 days of operating expenses for storm and surface water.

### **Council Policy Goals and Objectives for the 2025-2026 Biennium**

On June 11, 2024, the City Council established projects, initiatives, and areas of emphasis for the upcoming 2025-2026 biennium. They are:

- Climate Action Plan Implementation
- Affordable Housing
- City Website Improvements
- Sustainable Transportation Plan Implementation
- Comprehensive Plan
- Groundwater Management Plan
- Resolve Permit Backlog
- Winslow Subarea Plan
- Equity Lens
- Road Maintenance

**Climate Action Plan** – the budget provides full funding for the Climate and Sustainability Manager as well as \$80,000 annually in General Funds related to infrastructure required for electric vehicle charging stations. The implementation of an electric fleet is consistent with the adopted Climate Action Plan directive to transition the City's fleet to 75% electric vehicles and the remainder to alternative fuel such as biofuel. The Climate Action Plan also encourages charging infrastructure at various municipal locations, specifically City Hall, the Public Works Maintenance Facility, and the Ted Spearman Justice Center. Four police vehicles are scheduled for replacement during the biennium, and all efforts will be made to convert to electric vehicles if market conditions are favorable.

Funding for activities related to the City's initiatives in solid waste including the Home Compostable Disposable Food Service Ordinance and negotiation of a solid waste agreement are captured in the General Fund budget. If negotiations are successful with the City's solid waste hauler, a new revenue source to support the City's solid waste reduction and climate change efforts may be available during the upcoming biennium.

**Affordable Housing** – Currently, not included in the General Fund, the City is collecting one-tenth of 1% of sales tax for affordable housing purposes in the Affordable Housing Fund. This generates approximately \$800,000 per year. In addition to these sales tax funds, the City receives a small amount (\$44,000 per year) as a Housing Sales Tax Credit. Previously, the City transferred \$3 million of federal American Rescue Plan Act (ARPA) funding into the Housing

Fund. Of this, \$2 million was used in late 2024 for units owned by Housing Resources Bainbridge (HRB) in the Wyatt and Madison project and \$1 million is related to the property at 180 Olympic Drive which is needed for an affordable housing project. The revenue in the Affordable Housing fund is accumulating to support the affordable housing project at SR 305 and Winslow Way. The budget supports staffing for these affordable housing initiatives via a combination of General Fund and the Affordable Housing fund.

**City Website Improvements** - \$100,000 is budgeted for improvements to the website.

**Sustainable Transportation Plan Implementation** – The Bundled Madison Avenue project is projected to be completed prior to the end of 2024. The \$6.5 million Eagle Harbor/Wyatt non-motorized improvements and the Cooper Creek Culvert project are included in the budget and scheduled to commence construction early in 2025. Design for non-motorized improvements along Bucklin Hill and Lynwood Center Roads between Blakely Avenue and Fletcher Bay Road are programmed for 2026. Design work funded by the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the Sound to Olympics Trail from Madison Avenue to the Agate Pass Bridge will commence prior to 2025-2026 and continue through a portion of the biennium. Planning for construction of the non-motorized improvements on Lynwood Center Road between Fletcher Bay Road and Baker Hill Road will commence in 2026. Funds related to a pending Federal Active Transportation and Infrastructure Investment (ATIIP) grant for the Sound to Olympics Trail is not included in the budget. If a grant is awarded, a future budget adjustment will be made.

Related programming will include improved parking for bikes and e-bikes, incentive programs to encourage adoption of active transportation modes, and development of community education programs about bicycle and pedestrian safety.

When City Council increased vehicle license fees, the Council directed via resolution that \$10 of each registration fee be dedicated to non-motorized improvements. The adopted budget provides \$100,000 per year from the Transportation Benefit Fund for smaller innovative, temporary, or permanent transportation projects, which will be identified via a call for projects.

**Resolve Permit Backlog** - a temporary hourly contract permit expeditor at a cost of \$65,000 is budgeted to assist with addressing the permit backlog in the Planning and Community Development Department.

**Road Maintenance** – A total of \$3.6 million is budgeted in 2025-2026 (\$2.1 million in 2025 - \$1.6 million in 2026) to address the 282 lane miles of City of Bainbridge Island streets. Included in this amount are several projects: 1) the repair of the failing roadway pavement on Country Club Road from Toe Jam Road to the Seawall; 2) a project that will serve as a pilot project to develop conceptual design and permitting strategies to address sea level rise on



Bainbridge Island roadways; and 3) the purchase of a new asphalt roller to assist City forces with the repair of deep patch holes.

	2025	2026
<b>Street Fund Expenditures</b>		
Roads Preservation	1,000,000	1,000,000
Road Striping	280,000	280,000
Sidewalk Repairs	-	80,000
Tree Preservation/Removal (Roads)	35,000	35,000
Other	64,000	140,900
<b>Total Street</b>	<b>1,379,000</b>	<b>1,535,900</b>
<b>Transportation Capital Improvement Projects</b>		
Country Club Road Reconstruction	230,000	-
Manitou Beach Sea-Level Rise Conceptual Design	90,000	-
Pleasant Beach Drive Extension	375,000	-
<b>Total Transportation CIP</b>	<b>695,000</b>	<b>-</b>
<b>Total Transportation/Street Maintenance</b>	<b>2,074,000</b>	<b>1,535,900</b>

**Comprehensive Plan, Winslow Subarea Plan, Groundwater Management Plan** – Funds are encumbered from previous budgets to complete the work in the 2025-2026 biennium.

**Equity Lens** – An equity lens will be applied to projects advanced during 2025-2026. The application of the equity lens may have fiscal implications to address issues related to equity. Funding for the Equity and Inclusion Officer is incorporated into the budget. \$9,000 is included to provide funding for Race Equity Advisory Committee events and activities.

**In Closing and Acknowledgements**

I want to thank the City Council for its leadership in establishing goals and areas of importance and for working together to develop consensus policy decisions. I also want to thank the entire staff of the providing services to our community. I am proud to be a resident of Bainbridge Island, and of the work staff performs on behalf of all residents.

Production of the budget requires hours of teamwork, collaboration, and patience. I want to thank and acknowledge Finance Director DeWayne Pitts, Budget Manager Carrie Freitas, Accounting Manager Karl Shaw, Deputy City Manager Ellen Schroer, and the entire Finance team.

Sincerely,

Blair King, City Manager

*This Transmittal Letter was written without the assistance of AI.*



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## Budget Summary

### Budget Highlights

The City's 2025-2026 Adopted Budget maintains the City's continued commitment to strong fiscal discipline and provides for an overall reduction in spending to accommodate the City's expected flattening of revenues. Departments were asked to make reductions in their operating budgets compared to the adjusted "status quo" budget in response to flat revenue projections. Certain Council high-priority items such as roads maintenance, community service contracts, affordable housing and the comprehensive plan were excluded from this reduction. There are no changes to overall staffing. This budget largely maintains current operations while reducing certain line-item expenses compared to historical spending patterns. Overall recurring revenues for all funds total \$98.5 million while recurring expenses total \$75.6 million. The ending fund balance in the General Fund is budgeted to remain stable at \$17.2 million for 2025 and \$17 million for 2026. This exceeds the required reserves by \$10 million for both years.

### Council Priorities

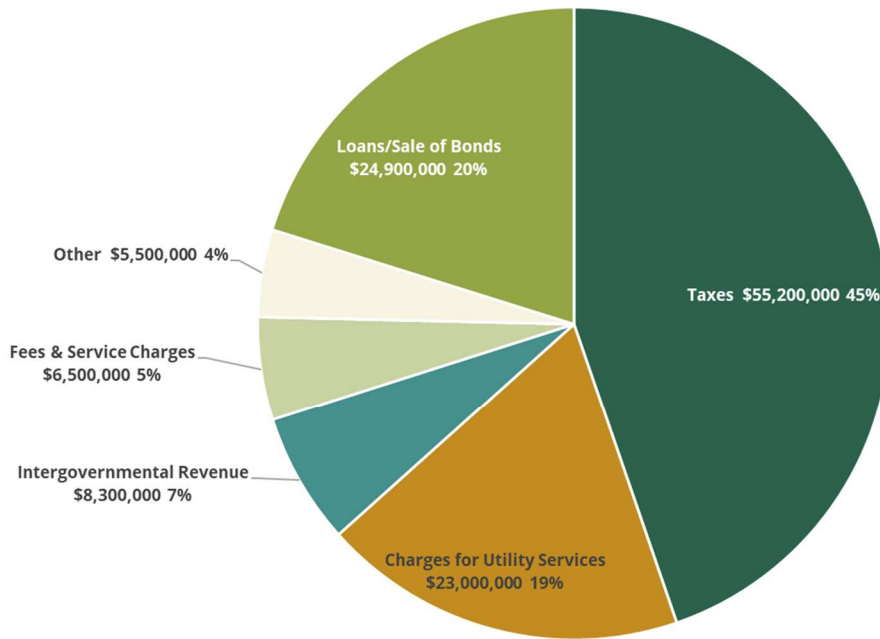
This year, the priorities remained largely consistent with prior years (see also City Manager's message) with the addition of the desire for an equity tool to be developed by staff for future decision making and the addition of City Website Improvements. Those priorities include:

- Affordable Housing
- City Website Improvements
- Climate Action Plan Implementation
- Equity Lens
- Sustainable Transportation Plan Implementation
- Comprehensive Plan
- Resolve Permit backlog
- Winslow Subarea Plan
- Groundwater Management
- Road Maintenance



Revenues

2025-2026 All Funds Summary  
Where Does the Money Come From?



The City of Bainbridge Island’s budget is funded primarily by property tax, sales tax, utility tax, real estate excise, and charges for services in the self-supporting utility funds. During the last few years, investment interest revenue has become the fourth largest revenue source as the City has enjoyed much higher than historical returns on its idle cash investments which are largely invested in federal treasury and other low-risk securities. However, the federal reserve bank is expected to lower its interest rate on its federal funds, reducing the rate of return the City will receive since these revenues are closely tied to the federal funds rate.

Changes to the 2025-2026 revenues are calculated as a percentage of increase or decrease from the expected 2024 forecasted revenues.

The charts that follow indicate the top revenues that make up over 75% of the total revenue base for the City. Overall, excluding one-time grant monies, total tax supported revenues are expected to decrease by about 1% in 2025 to about \$32.1 and then increase by 1% in 2026 to about \$32.5 million.



TOP Tax Supported Revenues

	2024 Forecast	2025 Adopted	2026 Adopted	% chg 25	% chg 26
Property Tax (Gen Fund)	8,425,000	8,573,000	8,723,490	2%	2%
Sales Tax (Gen Fund)	7,344,000	7,564,800	7,791,250	3%	3%
Utility Tax (Gen Fund)	4,006,000	4,124,400	4,253,340	3%	3%
B&O Taxes (Gen Fund)	819,100	863,300	906,472	5%	5%
Real Estate Excise	3,235,000	3,365,000	3,432,000	4%	2%
Investment Interest (Gen Fund)	1,220,000	925,000	630,000	-24%	-32%
<b>Total</b>	<b>25,049,100</b>	<b>25,415,500</b>	<b>25,736,552</b>	<b>1%</b>	<b>1%</b>
% of Total Tax Supported	72%	75%	76%		

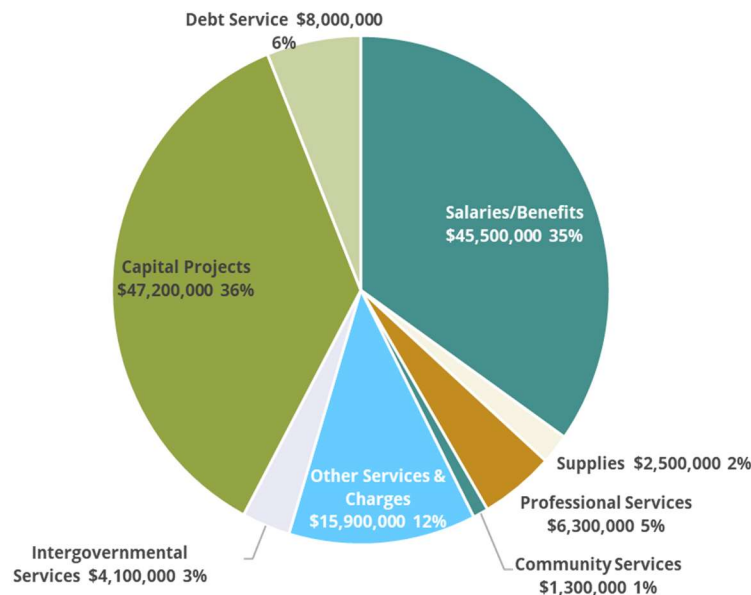
TOP Utility Supported Revenues

	2024 Forecast	2025 Adopted	2026 Adopted	%chg 25	% chg 26
Water charges	2,109,000	2,618,750	3,273,438	24%	25%
Sewer charges	4,850,000	4,972,500	5,121,675	3%	3%
Stormwater Mgmt charges	3,288,000	3,463,600	3,567,508	5%	3%
Grants & Donations	770,000	900,000	5,911,655	17%	557%
<b>Total</b>	<b>11,017,000</b>	<b>11,954,850</b>	<b>17,874,276</b>	<b>9%</b>	<b>50%</b>
% of Utility Revenues	92%	92%	96%		

\*Percentages above are rounded.

Expenditures/Expenses

2025-2026 All Funds Summary  
Where Does the Money Go?





Capital costs are the largest expense in the upcoming 2025-2026 Adopted Budget. The continuation of water tank replacement project of nearly \$11 million, plus \$7 million in major sewer pump station repairs along with \$6.2 million for the Springbrook and Cooper Creek fish passage projects make up a large portion of the capital costs.

The City's largest non-capital expense is labor costs. Typically, labor cost increases are tied to the Seattle area consumer price index (CPI-U) from the previous June. For example, the June 2024 consumer price index would determine the 2025 labor costs in certain bargaining agreements. The police department's bargaining agreement expires at the end of 2024 and as of this writing the new agreement is still in negotiations. In recent years Capital projects have also seen high inflationary increases. Other recent large increases include insurance costs. Expenditures were adjusted in the 2025-26 Adopted budget as follows:

Expenditures	2025	2026
Salary	4% to 10%	3.5% to 6%
Benefits	10%	4%
Insurance	15%	15%
Other Operating Expenses	4%	3.5%

### Fund Balances

The City has four funds that the City Council through policy requires a minimum fund target balance. The General Fund balance is required to have \$1million in emergency funds plus a balance of no less than 25% of operating revenues. For the Water and Sewer fund, a minimum fund balance of 60 days of operating expenses must be maintained while in the Storm and Surface Water fund a minimum of 90 days is required. All required reserves were met.

### Budget Overview

The total adopted biennial expenditure budget for 2025-2026 is \$144.5 million which is 1.4% less than the 2023-2024 biennial budget of \$146.5 million. The following table shows the relative change in the City's funds. The 2023 adopted and 2024 modified version were used as a better comparison than the actual or revised budgets since they exclude one-time operational and capital project costs that may be carried over into the next budget year and thus distort a meaningful comparison. Note that debt service is shown in the operating portion of the chart below to highlight the recurring nature of the expenses versus one-time capital. Also included are the interfund transfers, which are an integral part of the overall budget. Details of the adopted interfund transfers are shown below in a separate table.



**2023-2024 Modified to 2025-2026 Adopted Budget Comparison**

Major Components	2023-2024 Modified Budget	2025-2026 Proposed Budget	2025-2026 Adopted Budget	% 23/24 Chng to Adopted
<b>Tax Supported:</b>				
<b>General Fund</b>	<b>52,087,410</b>	<b>47,329,016</b>	<b>47,343,016</b>	<b>-9.1%</b>
Streets	7,112,062	9,016,310	9,016,310	
Real Estate Excise Tax (REET)*	5,675,904	4,688,498	4,688,498	
Civic Improvement	700,000	800,000	800,000	
Affordable Housing	2,445,698	376,295	376,295	
FAR-Public Amenities	-	-	-	
FAR-Farmland	-	-	-	
Transportation Benefit*	1,980,595	2,000,000	2,200,000	
Transportation Impact	-	-	-	
GO Bond	2,518,080	1,833,550	1,833,550	
LID Bond	39,075	-	-	
Building & Development Services	6,705,149	7,166,726	7,166,726	
<b>Other Operating Funds</b>	<b>29,240,563</b>	<b>25,881,379</b>	<b>26,081,379</b>	<b>-10.8%</b>
<b>Internal Service Funds</b>	<b>1,940,000</b>	<b>1,150,000</b>	<b>1,150,000</b>	<b>-40.7%</b>
<b>Capital Construction</b>	<b>18,092,787</b>	<b>10,104,280</b>	<b>10,104,280</b>	<b>-44.2%</b>
<b>Total Tax Supported</b>	<b>101,360,760</b>	<b>84,464,675</b>	<b>84,678,675</b>	<b>-16.5%</b>
<b>Utilities:</b>				
Water Operating	4,043,293	5,025,618	5,025,618	
Water Debt Service	771,000	3,336,000	3,336,000	
<b>Water Fund</b>	<b>4,814,293</b>	<b>8,361,618</b>	<b>8,361,618</b>	<b>73.7%</b>
Sewer Operating	7,954,672	7,846,508	7,846,508	
Sewer Debt Service	2,689,576	2,746,456	2,746,456	
<b>Sewer Fund</b>	<b>10,644,248</b>	<b>10,592,964</b>	<b>10,592,964</b>	<b>-0.5%</b>
Stormwater Operating	4,334,527	4,959,907	4,959,907	
Stormwater Debt Service	102,578	42,158	42,158	
<b>Storm &amp; Surface Water Fund</b>	<b>4,437,105</b>	<b>5,002,065</b>	<b>5,002,065</b>	<b>12.7%</b>
Water Capital	14,410,802	13,169,699	13,169,699	
Sewer Capital	5,744,575	11,518,279	11,518,279	
SSWM Capital	5,201,842	11,223,164	11,223,164	
<b>Capital - All Utility Funds</b>	<b>25,357,219</b>	<b>35,911,142</b>	<b>35,911,142</b>	<b>41.6%</b>
<b>Total Utility Funds</b>	<b>45,252,865</b>	<b>59,867,789</b>	<b>59,867,789</b>	<b>32.3%</b>
<b>Total Budget</b>	<b>146,613,625</b>	<b>144,332,464</b>	<b>144,546,464</b>	<b>-1.4%</b>

\*See Accompanying schedule for 2025-2026 adopted transfers

<i>Detail of Changes from 2025-2026 Proposed to Adopted</i>	<b>Total</b>
<i>Decrease in council contingency from \$190k to \$186k/yr</i>	(12,000)
<i>Reduce KEDA support in 2026 from \$20k to \$10k</i>	(10,000)
<i>Increase \$18k/yr for COBI Connects 3rd issue</i>	36,000
<b>General Fund Total</b>	<b>14,000</b>
<i>Increase \$100k/yr for Sustainable Transportation projects</i>	200,000
<b>Transportation Benefit Fund Total</b>	<b>200,000</b>
<b>Overall Change in Budget from Proposed to Adopted</b>	<b>214,000</b>



**Summary Information on Significant Budgetary Items include:**

**Notable Budget Increases**

- General Fund
  - \$300,000 transfer for manufactured home purchase for City first responder personnel. Market rate rent will be charged to offset the cost of the purchase. (One-time)
  - \$160,000 increase for installing electric charging stations. (One-time)
  - \$100,000 increase for City website improvements. (One-time)
  - \$65,000 increase for Temporary planner (2025 only) to help decrease permit backlog. (One-time)
  - \$60,000 increase for Public farmland management. (Ongoing)
  
- Other Tax Supported Funds
  - \$1.8 million increase in transfers from the Real Estate Excise Tax fund to support streets maintenance in lieu of general fund contributions.
  - \$1.0 million increase in transfers from the Transportation Benefit Fund to Streets to support streets maintenance.
  - \$1.9 million increase in streets spending.
  
- Utility Funds
  - \$25.3 million capital increases driven by new budget funding for the completion of the Winslow Water Tank (\$11.0 million), Wastewater Treatment plant upgrades (\$4.7 million), the Springbrook Fish passage (\$5.8 million), and Cooper Creek Fish Passage (\$300,000).
  - \$4.1 million water fund debt service increase for \$25.3 million Winslow Water tank related to draws on existing low interest loans and anticipated 2025 bond issuance.

**Notable Budget Reductions**

- General Fund
  - \$4.7 million decrease in overall transfers largely due to reduced capital spending after the completion of the \$22.5 million Ted Spearman Justice Center and the \$5.8 million bundled Madison Avenue Road construction/non-motorized improvements. In addition, there was an overall \$1.4 million decrease in streets maintenance support. The Real Estate Excise and the Transportation Benefit Fund



- are contributing larger amounts in lieu of the general fund to make up the difference.
- \$140,000 decrease in outside legal, communication and emergency management services.
- \$70,000 decrease in Executive Department and citywide internships.
- Other Tax Supported Funds
  - \$7.7 million decrease in the Capital Construction Fund largely due to the completion of the \$22.5 million Ted Spearman Justice Center and the \$5.8 million Madison Avenue Road construction/non-motorized improvements as previously mentioned.
  - \$2.0 million decrease in the Affordable Housing Fund due to a one-time 2024 contribution of American Rescue Plan Act (ARPA) grant funding for an affordable housing development on Madison Avenue.
  - \$877,000 decrease in transfers from the Transportation Benefit Fund to the Capital Construction Fund for project support.



### Operating Transfers

The table below shows the adopted interfund operating transfer activity for 2025-2026.

2025-2026 Transfers			2025		2026	
	To/From		Transfer In	Transfer Out	Transfer In	Transfer Out
<b>General Fund Total</b>			-	<b>3,515,109</b>	-	<b>3,453,430</b>
<b>Operations:</b>						
	Street Support	Street		1,116,996		1,521,966
	Building and Deveopment Fund	BDS		1,734,363		1,792,714
	Main St Tax Program	Water		8,750		8,750
<b>Capital:</b>						
	Capital-EE Housing/Mobile Home	Capital		300,000		
	Capital-PW Yard Improvements	Capital		275,000		
	Electric Vehicle Charging Infrastructure	Capital		80,000		80,000
	PW Office Trailer Replacement	Capital		-		50,000
<b>Streets Total</b>			3,116,996	-	3,521,966	-
	General Fund Support	General	1,116,996		1,521,966	
	REET Support	REET	1,000,000		1,000,000	
	TBF Support	TBF	1,000,000		1,000,000	
<b>REET Total</b>			-	2,528,953	-	2,159,545
<b>Operations:</b>						
	Street Operations Support	Street		1,000,000		1,000,000
	Debt Service	Debt		924,005		909,545
<b>Capital:</b>						
	Country Club Rd Recon	Capital		229,932		
	Pleasant Beach Dr Ext	Capital		375,016		
	Bucklin Hill NM Imp	Capital				250,000
<b>Transportation Benefit Fund Total</b>			-	1,000,000	-	1,000,000
	Street Operations Support	Street		1,000,000		1,000,000
<b>GO Bond Fund Total</b>			924,005	-	909,545	-
	Debt Service	REET	924,005		909,545	
<b>Capital Construction Fund Total</b>			1,259,948	-	380,000	-
	Country Club Rd Recon	REET	229,932		-	
	Pleasant Beach Dr Ext	REET	375,016		-	
	PW Yard Improvements	General	275,000		-	
	Electric Vehicle Charging Infrastructure	General	80,000		80,000	
	EE Housing/Mobile Home	General	300,000		-	
	Bucklin Hill NM Imp	REET	-		250,000	
	PW Office Trailer Replacement	General	-		50,000	
<b>Water Total</b>			8,750	-	8,750	-
	Main St Tax Program		8,750		8,750	
<b>Storm and Surface Water Fund Total</b>			-	-	-	-
<b>Building Development Services Fund Total</b>			1,734,363	-	1,792,714	-
	General Fund Support	General	1,734,363		1,792,714	
<b>Transfer Activity Total</b>			<b>7,044,062</b>	<b>(7,044,062)</b>	<b>6,612,975</b>	<b>(6,612,975)</b>



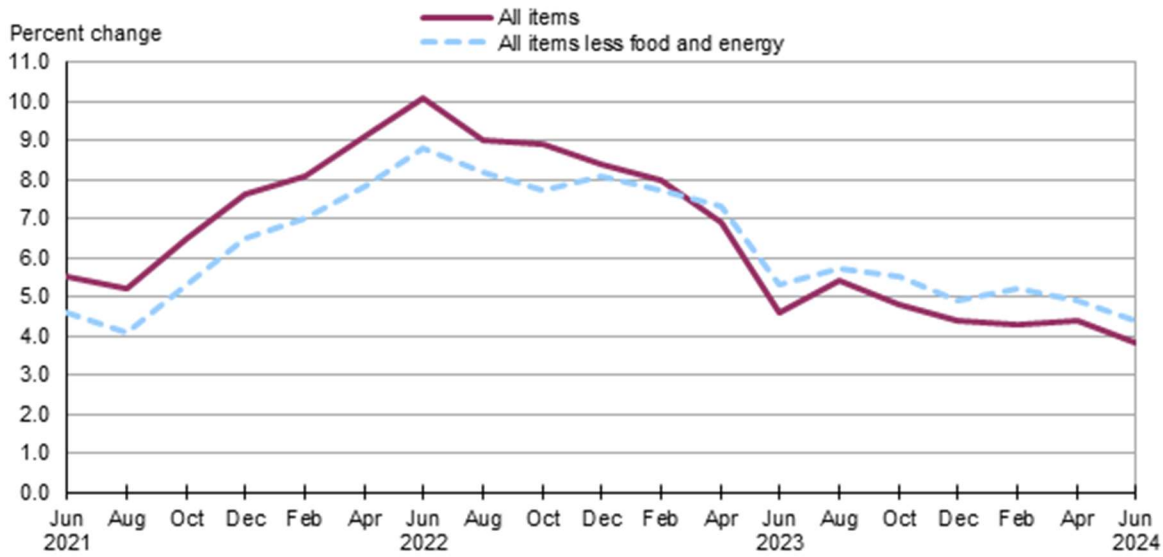
### **Summary Information on Budgetary Trends and Near-Term Budget Influences**

The City's financial condition is expected to remain stable for the 2025-2026 biennial cycle and continues to remain strong with General Fund reserves expected to exceed policy requirements by over \$10 million for both years. The \$7 million the City received from the American Rescue Plan Act of 2021 was spent by the end of 2024. This infusion of funds, while an unexpected windfall, somewhat distorted the overall condition as large unspent balances mostly resided in the General Fund balance.

The financial results for the first six months of 2024 that were used to generate budget projections reflect an overall flattening of major revenues with some major revenues up (property tax, investment interest), some down (sales tax, real estate excise), and others flat (outside utility tax). Results from that time frame through October show this trend continuing. There is ongoing discussion in Council about whether to increase the sales tax by 1/10 of 1% in the Transportation Benefit Fund to pay for strategic initiatives such as the Sustainable Transportation Plan and streets maintenance.

While inflation has moderated over the last two years (see chart below), it is still an important issue affecting expectations around city labor negotiations. The Federal Reserve Bank has signaled its intention to lower the federal funds rate over the next year. This will likely translate into much lower returns on City investment revenues which are strongly correlated with the federal funds rate.

**Chart 1. Over-the-year percent change in CPI-U, Seattle-Tacoma-Bellevue, WA, June 2021–June 2024**



Source: U.S. Bureau of Labor Statistics.

Personnel shortages have been particularly challenging with City vacancy rates throughout 2023 and most of 2024 remaining around 12%. The 2025-2026 Adopted Budget was built with the anticipation of a vacancy rate level of 5% which is a continuation of a practice that started with the 2023-2024 budget cycle.

**Staffing Changes**

The Adopted Budget contains no full-time equivalent staffing changes for 2025-26. Four positions are being held vacant to meet the anticipated lower revenue levels. It is expected that if revenues improve in 2025-2026 these positions can be filled. This is in addition to the 5% expected vacancy rate used to reduce the overall labor and benefits cost to help balance the budget. These positions include:

- 0.5 Part-time judicial specialist (Court)
- 1.0 Financial Analyst (Finance)
- 1.0 Building Inspector/Plans Examiner (Planning)
- 1.0 Police Officer (Police)

An eighteen-year perspective on City staffing is shown in the table below. (Full Time Equivalent “FTE”) \*



Department	2008	2013	2023	2024 Revised	2025	2026	2025 comp to 2008	2025 comp to 2024	2026 comp to 2025
Court	7.02	5.02	4.00	4.00	4.00	4.00	(3.02)	-	-
Executive	8.00	5.75	17.30	16.30	16.30	16.30	8.30	-	-
Finance	14.00	8.80	10.00	10.00	10.00	10.00	(4.00)	-	-
Information Technology	5.80	4.00	5.00	5.00	5.00	5.00	(0.80)	-	-
Planning	32.45	18.00	21.00	21.00	21.00	21.00	(11.45)	-	-
Police	28.25	26.25	28.35	31.00	31.00	31.00	2.75	-	-
Public Works Eng.	23.00	15.00	20.00	19.00	19.00	19.00	(4.00)	-	-
Public Works O&M	35.00	21.00	32.00	35.00	35.00	35.00	-	-	-
<b>Total FTE</b>	<b>153.52</b>	<b>103.82</b>	<b>137.65</b>	<b>141.30</b>	<b>141.30</b>	<b>141.30</b>	<b>(12.22)</b>	<b>-</b>	<b>-</b>

\*Not all years presented

As shown above, current City staffing levels at the end of 2026 are roughly 12 FTE’s lower or about 8% lower than the peak in 2008 prior to the Great Recession even though the population of Bainbridge Island has grown by almost 10% during this same period. This will result in the need to carefully focus City personnel and other resources on our highest priority activities and services.

**Conclusion**

The 2025-2026 Adopted Budget reflects a cautiously optimistic view of the next two years. The 2025-2026 Adopted Budget provides a continuation of services; including roads maintenance, the completion of the Comprehensive and Winslow Subarea Plans, and the planned completion of the Winslow Water Tank which is the largest capital project in the City’s history. Continued national and international political strife add to the potential uncertainty. However, as of this writing, stable local consumer demand and continued regional economic prosperity are expected to contribute to stability at the local level. If necessary, the City can and will adjust spending to reflect any changes needed to maintain core service levels for our residents and visitors while also controlling expenses to stay within expected revenues.



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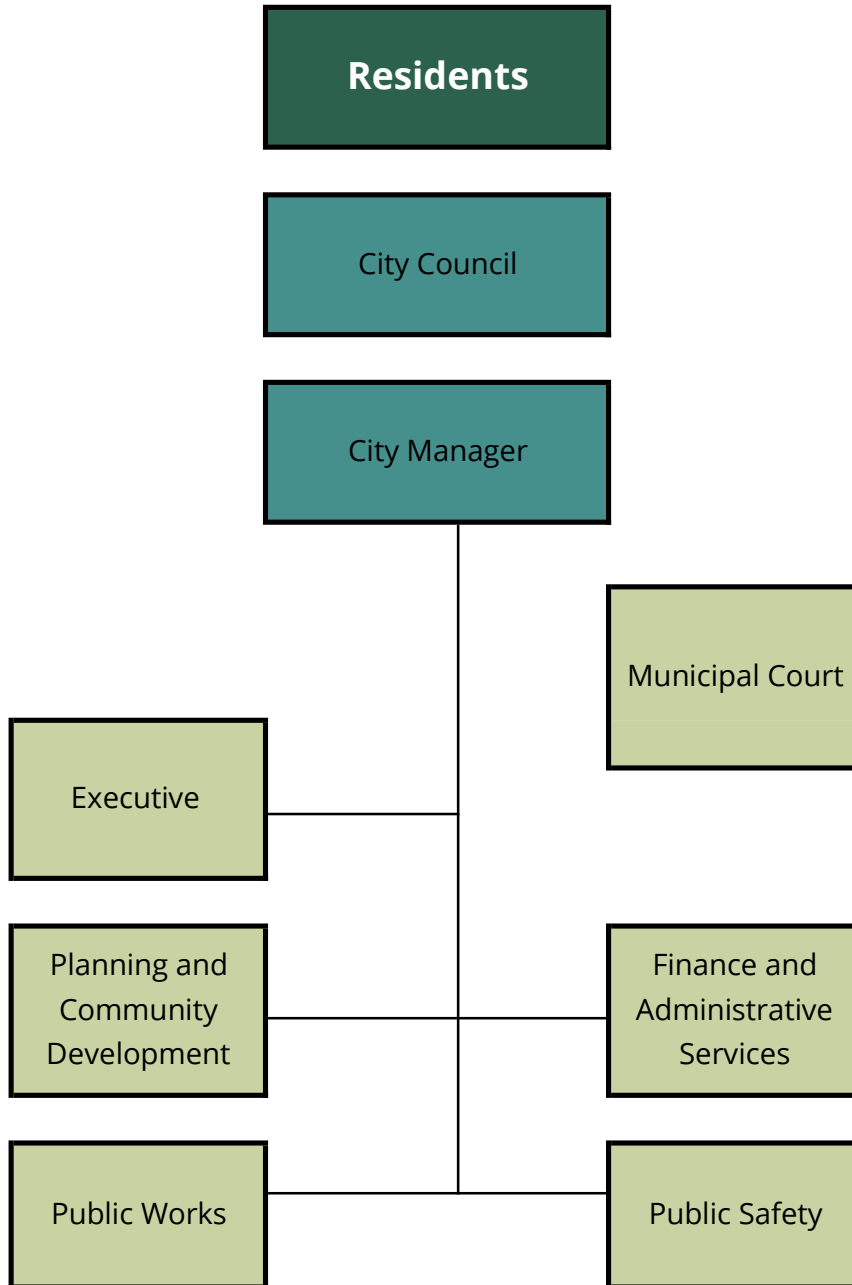
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## City of Bainbridge Island Organizational Chart





## City Overview

Bainbridge Island, located 35 minutes from downtown Seattle via ferry, is a vibrant, diverse community. With views of the snow-capped Olympic Mountains to the west and Mount Rainier to the east, Bainbridge Island is the closest getaway destination by ferry from Seattle. The area has a rich history and a unique culture of strong community engagement and sustainable environmental practices. The Island is home to an eclectic mix of farms, wineries, multiple parks, numerous hiking trails, golf courses, museums, local arts, and community events. In addition, several natural harbors have helped to develop a strong boating community. Local marinas, yacht clubs, moorage facilities, and waterfront parks provide water-related recreation for all generations.

## Island History

### Early History

The Suquamish, led by Chief Kitsap, inhabited the island when Captain George Vancouver, an English explorer for King George, anchored off the Island's south shore in 1792. He named the point Restoration Point in honor of the day King Charles II was restored to the English throne.

In 1841, U.S. Navy Lieutenant Charles Wilkes visited the Island while surveying the Northwest. Lt. Wilkes named the Island after Commodore William Bainbridge, commander of the frigate Constitution in the War of 1812. He also named several other areas of the Island, and these names are still in use today.

The Territory of Washington was created on March 2, 1853. In 1855, as part of the Treaty of Point Elliott signed by Chief Sealth (Seattle), the Suquamish ceded Bainbridge Island and their other lands to the U.S. government. In 1857, a new county was formed and eventually named Kitsap in honor of the chief. The first county seat was at Port Madison at the north end of the Island. Business was conducted from the office of Commissioner George Meigs, owner of the Port Madison Mill.

### Development

By the late 1800s, Port Blakely boasted the world's largest sawmill. Mill workers came from many nations, including Japanese and Hawaiian communities and a Native American village located nearby. Many Filipinos immigrated to Bainbridge Island during the 1920s; others came as shipyard workers during World War II. Both of the island's towns, Port Blakely and

Port Madison, had large hotels, schools, foundries, and substantial shipbuilding enterprises. The Hall Brothers Shipyard in Blakely Harbor built 88 vessels, most of which were large schooners for hauling lumber.

### **Growing a Community**

With few interior roads, most early island travel was by water. Mosquito Fleet steamers carried freight and passengers between Island landings and Seattle and Kitsap destinations. Communities grew around some 30 mosquito fleet landings, and residents knew their captain's whistle signature. Car ferry service began by barge from Point White to Retsil on the Kitsap Peninsula. Regular car service to Seattle began in 1923 from Port Blakely but moved to Eagle Harbor in 1937. Eleven neighborhoods had their own schools until islanders voted to consolidate in the 1920s. The county's first school was in Port Madison.

### **The Impact of World War II**

In 1938, the U.S. Navy took over Fort Ward from the Army, confiscating several surrounding properties and evicting their owners. Large acreages were transformed into antenna fields overnight as top-secret, international, radio-listening stations were built. Radio communication and code schools were established that lasted through the Korean War. The Fort Ward command also oversaw the construction of the Navy's largest radio transmitter at Battle Point, with a tower 300 feet taller than the Space Needle.

With the attack on Pearl Harbor and the beginning of World War II in the Pacific, the Island was hit hard. In March 1942, Bainbridge Island became one of the first communities required to respond to Executive Order 9066, which uprooted those of Japanese ancestry, most of whom were U.S. citizens, and forced them to move inland. From Bainbridge Island, 220 Japanese Americans were sent to Manzanar, California on the edge of the Mojave Desert, and then to Minidoka in Idaho.

Editors of the Bainbridge Review, Walt and Milly Woodward, kept Islanders informed on the activities of displaced residents during the war, and regular columns appeared from the internment camps. Editorials pointed out violations of the Bill of Rights inherent in the Executive Order. Many Islanders were appalled at this treatment of their friends and neighbors. They supported the Japanese Americans and welcomed them home at the end of the war. The Japanese American Exclusion Memorial, located across from Eagle Harbor, honors the first of 120,000 Japanese Americans that were relocated from the West Coast.



### **After the War**

The town of Winslow incorporated in 1947, developed water and sewer utilities, and became the Island's urban center. The Agate Pass Bridge was built in 1950 connecting the Island to the Kitsap Peninsula. The Washington State Ferries took over the old shipyard at Eagle Harbor and Winslow became a busy connection to the Kitsap and Olympic peninsulas.

### **Island-wide Incorporation**

As the community developed, some Islanders felt they were paying an undue portion of the county's taxes and receiving indifferent county services. Others were concerned that major decisions affecting the Island were made with little input from Islanders. In 1969, a bid for incorporation of the area outside Winslow failed at the polls. Another effort in the early 80's did not reach the polls. In 1988, a citizens' Home Rule organization became active, culminating in the 1990 vote to allow the City of Winslow to annex the remainder of the Island. This vote passed but was so close that a recount was needed. In 1991, residents voted to change the City's name to Bainbridge Island.

### **The City Today**

Bainbridge Island is home to a community of nearly 25,000 citizens. Residents hold protection and conservation of the Island's natural systems as a primary community value. They have voted to tax themselves to purchase hundreds of acres of forests, meadows, beaches, trails, and public farmland to insure the sustainability of environmental protections, community recreational access, and opportunity for local food sources. Residents enjoy a wide range of amenities. Cultural sites include the Bainbridge Island Museum of Art, Bainbridge Island Historical Museum, Bloedel Reserve, Islandwood, Japanese American Exclusion Memorial, and Bainbridge Performing Arts. The island also boasts numerous galleries, shops, museums, bakeries, and restaurants.

Highly rated Bainbridge Island School District's mission is to prepare students for the global workplace and personal success. The approximately 3,684 enrolled students demonstrate some of the highest academic achievement in the state. In 2020, US News & World Report ranked Bainbridge High School on the list of "America's Best High Schools." Of the 17,843 public high schools ranked, BHS is ranked #646 in the nation and ninth in the state. BHS also was designated as one of the Newsweek's Best High Schools in Science, Technology, Engineering & Math (STEM), ranking #359 in the nation. In addition, a number of Island students attend parochial and private schools on the Island.

## City Statistics

### Geographical

<b>Location</b>	Kitsap County, Washington		
<b>Latitude</b>	47° 37' N	<b>Longitude</b>	122° 31'W
<b>Land Area</b>	27.61 sq mi	<b>Shoreline Length</b>	53 mi
<b>Population Ranking - State</b>	55th of 281	<b>Population Ranking - County</b>	2nd of 4





### Governance

<b>County</b>	Kitsap
<b>Incorporated</b>	1991 (City of Winslow - 1947)
<b>Form of Government</b>	Council-Manager
<b>Type of Government</b>	Optional Code City
<b>Departments</b>	Municipal Court, Executive, Finance & Administrative Services, Legeslative, Planning & Community Development, Public Safety, Public Works
<b>Services</b>	Building Inspections, Business Licensing, Code Enforcement, Permit Applications, Police & Emergency Services, Road Services, Waterfront Park, City Dock, Open Water Marina, Vegatation Management.
<b>Utilities</b>	Water, Sewer, Surface & Stormwater
<b>Acres of Public Farmland</b>	61.05
<b>Acres of City Owned Parks</b>	59.6
<b>Miles of City Owned Trails</b>	4.8
<b>Miles of Bike Lanes and/or Multi-use Paths</b>	37.21
<b>Total Website Views (2023)</b>	472,896
<b>Bond Rating (UTGO &amp; LTGO)</b>	Aaa

### Demographics

#### Population

Bainbridge Island		Kitsap County		Washington State	
<b>2024 Estimate</b>	25,330	<b>2024 Estimate</b>	286,100	<b>2024 Estimate</b>	8,035,700
<b>2010</b>	23,035	<b>2010</b>	251,133	<b>2010</b>	6,724,540
<b>% Change</b>	10%	<b>% Change</b>	14%	<b>% Change</b>	19%

#### Age Distribution

Bainbridge Island		Kitsap County		Washington State	
<b>Median Age</b>	50	<b>Median Age</b>	39	<b>Median Age</b>	39
<b>Under 5 years</b>	4%	<b>Under 5 years</b>	6%	<b>Under 5 years</b>	6%
<b>Under 19 years</b>	22%	<b>Under 19 years</b>	23%	<b>Under 19 years</b>	25%
<b>65 years and over</b>	26%	<b>65 years and over</b>	23%	<b>65 years and over</b>	17%

#### Race (2020 Census)

Bainbridge Island		Kitsap County		Washington State	
<b>White alone</b>	90.10%	<b>White alone</b>	77.80%	<b>White alone</b>	73.10%
<b>Black</b>	1.10%	<b>Black</b>	3.00%	<b>Black</b>	4.20%
<b>American Indian</b>	0.20%	<b>American Indian</b>	1.80%	<b>American Indian</b>	1.90%
<b>Asian</b>	3.40%	<b>Asian</b>	5.40%	<b>Asian</b>	9.70%
<b>Pacific Islander</b>	0.00%	<b>Pacific Islander</b>	1.20%	<b>Pacific Islander</b>	0.90%
<b>Two or More Races</b>	4.10%	<b>Two or More Races</b>	10.80%	<b>Two or More Races</b>	10.20%

**Economy**

**Business Licenses (2024)**

Industry Area		Number of Licenses
1	Construction	744
2	Professional, Scientific, and Technical Services	715
3	Retail Trade	337
4	Administrative, Support, and Waste Management	299
5	Health Care and Social Assistance	264
6	Other Services	200
7	Accommodation and Food Services	165
8	Real Estate, Rental, and Leasing	132
9	Wholesale	113
10	Arts, Entertainment, and Recreation	111
11	Manufacturing	107
12	Information	87
13	Education Services	84
14	Finance and Insurance Services	80
15	Transportation and Warehousing	30
16	Agriculture, Forestry, Fishing, and Hunting	18
17	Management of Companies and Enterprises	7
18	Utilities	7
19	Mining, Quarrying, and Oil and Gas Extraction	3
<b>Total:</b>		<b>3484</b>

**Top Ten Employers (2024)**

Employer		Number of Employees
1	Bainbridge Island School District	528
2	Bainbridge Island Park District	284
3	Washington State Ferries	260
4	Town & Country Markets, Inc.	167
5	Sage/Redington Inc./Farbank	160
6	City of Bainbridge Island	138
7	Islandwood	120
8	Safeway	110
9	Clark Construction	76
10	Fairbank Construction	75



Top Ten Taxpayers (2023)

	Employer	Types of Business	2023 Assessed Value	% of Total City Taxable Assessed
1	BLIS Apartments LLC	Commercial Real Estate	\$44,357,130	0.35%
2	LBG Bainbridge LLC	Commercial Real Estate	\$34,500,410	0.27%
3	Simmons, Brad	Multi-Fam. Res. Complex	\$23,405,800	0.18%
4	PNW Island Village LLC	Commercial Real Estate	\$21,780,720	0.17%
5	Puget Sound Energy	Gas & Electric Utility	\$20,221,246	0.16%
6	Country Club of Seattle	Country Club	\$19,012,950	0.15%
7	Sportsman Park LLC	Commercial Real Estate	\$17,893,090	0.14%
8	PBPBS LLC	Property Management	\$16,843,425	0.13%
9	Bainbridge Reliable Storage LLC	Public Storage Units	\$15,909,960	0.12%
10	Bainbridge Storage Assoc LLC	Public Storage Units	\$14,645,190	0.11%
<b>Total:</b>			<b>\$228,569,921</b>	<b>1.78%</b>

Median Household Income (2020 Dollars)

Bainbridge	Kitsap	Washington
\$ 125,861	\$ 78,969	\$ 77,006

Unemployment Rate (Age 16+)

Bainbridge	Kitsap	Washington
3.90%	5.00%	5.30%

Transit

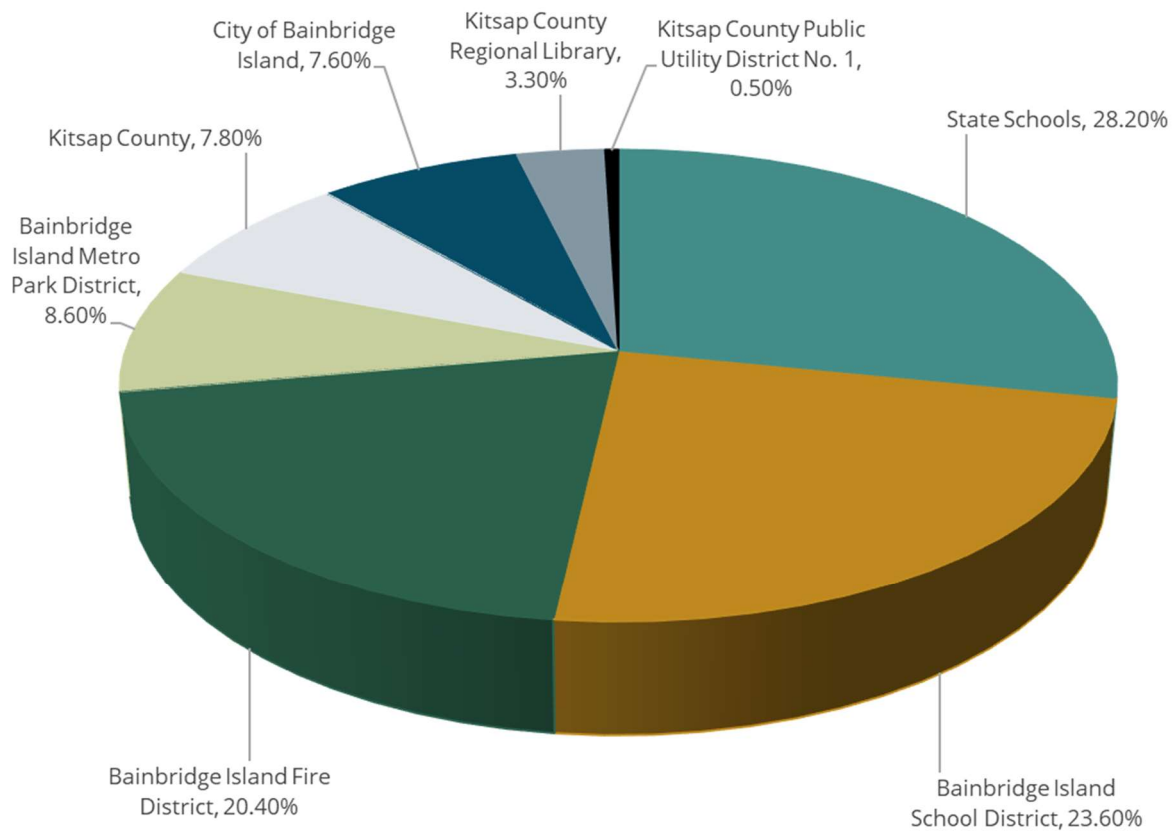
<b>Number of Annual Ferry Riders through Bainbridge Island for</b>	4,752,576		
<b>Mean Travel Time to Work - 2019 (minutes)</b>	<b>Bainbridge</b>	<b>Kitsap</b>	<b>Washington</b>
	42.3	30.4	26.7

## Property Taxes

### Property Tax Assessments for Taxes Payable in 2024

Tax District	Tax Rate	Percentage of Bill
State Schools	2.33026	28.20%
Bainbridge Island School District	1.95384	23.60%
Bainbridge Island Fire District	1.68641	20.40%
Bainbridge Island Metro Park District	0.70785	8.60%
Kitsap County	0.64235	7.80%
<b>City of Bainbridge Island</b>	<b>0.62961</b>	<b>7.60%</b>
Kitsap County Regional Library	0.27224	3.30%
Kitsap County Public Utility District No. 1	0.04409	0.50%

2024 Property Taxes as a % of Taxpayer's Bill





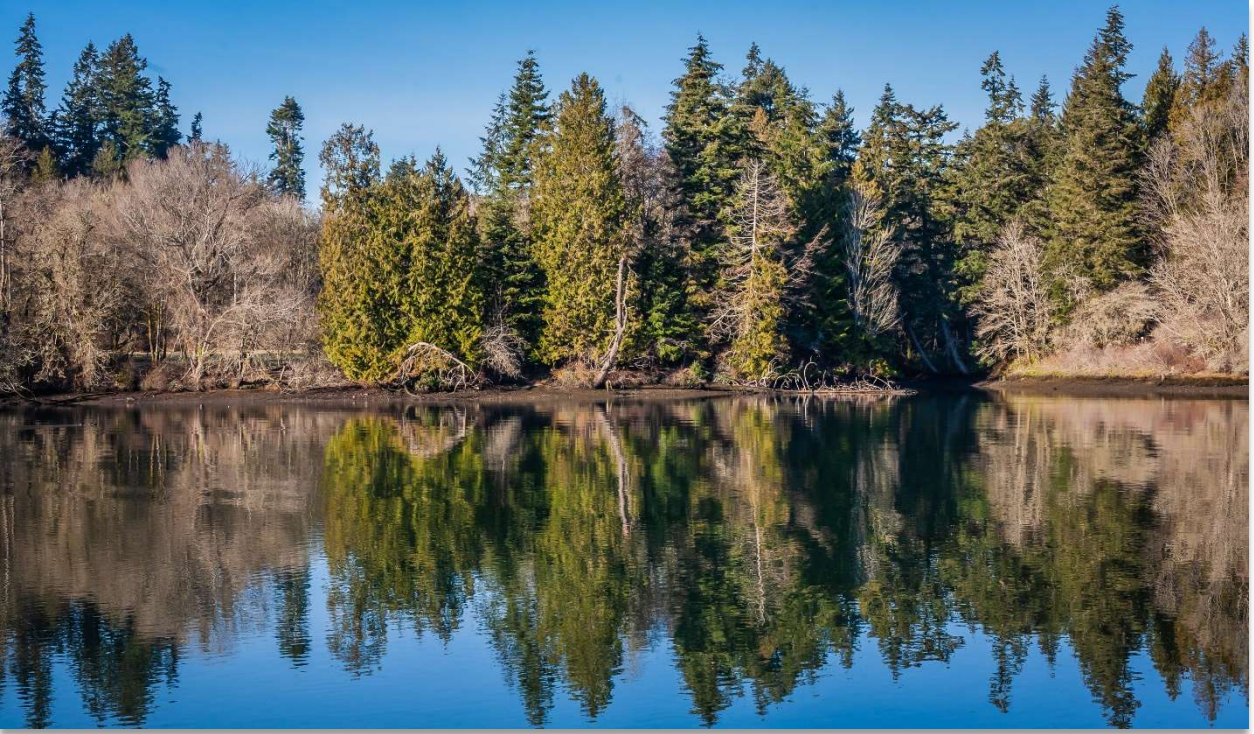
**2023 Property Assessment for Taxes Collected in 2024**

Bainbridge Island		Kitsap County	
<b>Assessed Value</b>	\$13,460,238,119	<b>Assessed Value</b>	\$63,114,207,086
<b>Rate</b>	0.629612	<b>Rate</b>	0.578615
<b>Taxes</b>	\$8,474,735	<b>Taxes</b>	\$36,518,850
<b>Timber Excise Distribution</b>	\$1,409	<b>Timber Excise Distribution</b>	\$15,763
<b>Total</b>	\$8,476,144	<b>Total</b>	\$36,534,613

**Sources**

- United States Census Bureau, National Census
- United States Census Bureau, American Community Survey, Estimated from 2010-2019 data
- Office of Secretary of Washington State, Elections and Voting, Voter Registration Data
- Kitsap County, Statement of Assessments, 2023 Assessments for Taxes Payable in 2024
- Washington State Office of Financial Management, April 1, 2024, official population estimates
- Washington State Ferries – 2021 Annual WSF Traffic Statistics

# Section 1



## City Goals & Measuring Results



## Section 1: City Goals & Performance Measures

Strategic Goals & Key Initiatives.....	43-44
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## Strategic Goals & Key Initiatives

Annually the City Administration and Council meet to reaffirm and validate the City's key initiatives. The council retreat usually occurs annually, in the first quarter, and is hosted by an independent moderator. Key initiatives support Guiding Principles and influence City strategic goals. The strategic goals are stated aspirational objectives which answer the question of why the City performs certain work, and are used as the basis for budget decisions, city communications, workplan priorities. Strategic goals are also measured in departmental performance metrics to evaluate results and progress. The key initiatives, and primary departments in charge of them are as follows:

- Increase Affordable Housing Inventory (Executive)
- Improve City Website (Executive)
- Implement Climate Action Plan (Executive)
- Complete Equity Lens (Executive)
- Implement Sustainable Transportation Plan (Executive/Public Works)
- Complete/Adopt Comprehensive Plan (Planning)
- Resolve Permit Backlog (Planning)
- Complete/Adopt Winslow Subarea Plan (Planning)
- Complete/Implement Groundwater Management Plan (Public Works)
- Determine/Implement Funding Strategies for Road Maintenance Activity Increases (Public Works)

The City's budget is the mechanism in place to ensure the work of the City is aligned with the City's key initiatives and strategic goals. The 2025-2026 Adopted Budget supports the staff and essential non-personnel related expenditures to accomplish the City workplan shown in the table below.



Initiative	Goals/Strategies/Action Plan	Department	Q1 2025	Q2 2025	Q3 2025	Q4 2025	Q1 2026	Q2 2026	Q3 2026	Q4 2026
Increase Affordable Housing inventory	Acquire property at 180 Olympic Drive SE	Executive								
	Seek Extension for development agreement with Low Income Housing Institute (LIHI)									
	Fully execute development agreement with LIHI									
Improve City Website	Gather requirements, issue RFQ, select contractor	Executive								
	Design/develop website									
	Contend creation, migration, and testing									
	Staff training and website launch									
Implement Climate Action Plan	Draft and propose "Zero Emissions Lawn Tools" ordinance	Executive								
	Hold open house for waste reduction education									
	Draft Electric Vehicle code									
	Add electric vehicle charging stations for City vehicles to City Hall and Public Works Yard									
Complete Equity Lens	Complete and implement ADA Transition Plan	Executive								
	Implement Racial Equity Toolkit: training for City leadership, Council, and Racial Equity Advisory Committee									
	Apply toolkit to City processes									
Implement the Sustainable Transportation Plan	Transportation Planning Policy: draft (Jan), outreach (Feb), community engagement (Mar), review with council (Apr) and adopt policy (Jun)	Executive								
	Develop & launch e-bike voucher program									
	Eagle Harbor/Wyatt Non-Motorized Improvements: Award construction contracts (Jan-Mar) and begin construction (Jun). Project completion expected by December 2025									
	Bucklin Hill Non-Motorized Improvements: brief council on design alternatives (Feb), engage public (Mar), and adopt project design (May)									
	Identify uses for \$100,000/yr funding from the Transportation Benefit Fund.									
Complete/Adopt Comprehensive Plan	Work with Planning Commission to refine Comprehensive Plan	Planning								
	Hold first public hearing for consideration of the Comprehensive Plan									
	Hold final Public Hearing on Comprehensive Plan/Adopt Comprehensive Plan									
	Critical Areas Ordinance update (post adoption of Comp Plan)									
Resolve Permit Backlog	Phase 1 - Implementing SB 5290* timelines	Planning								
	Phase 2 - Streamlining SB 5290*									
	Streamlining design review process									
Complete/Adopt Winslow Subarea Plan	Work with Planning Commission to refine Winslow Subarea Plan	Planning								
	Hold first public hearing for consideration of the Winslow Subarea Plan									
	Hold final Public Hearing on Winslow Subarea Plan/Adopt Winslow Subarea Plan									
Complete/Implement the Groundwater Management Plan	Council briefing with consultant and community engagement	Public Works								
	Final Council briefing and plan adoption									
Determine/Implement Funding Strategies for Road Maintenance Activity Increases	Brief Council on revenue options for pavement preservation program and receive Council direction	Public Works								
	Brief Council on next steps for based on previous decision made on revenue options									
	Implement council directed revenue option									

\* SB 5290

## Performance Measurement

Performance measurement is a tool that can help to understand progress towards the City's goals and objectives, and to identify trends in City workload, customer service, and service delivery. In 2014, the City developed key performance measures for all City departments. The City has continued to collect data, develop new metrics, and report on the departmental performance measures on a biennial basis. The reporting on these measures is provided in Section Four (Summary by Department) of this book.

Metrics are chosen to reflect key areas of service delivery, customer service, and workload measures. Initially, performance data was limited to items for which some form of tracking was already in place, in order to meet the requirement to provide historical data alongside current and planned values.

The goal is to incorporate performance measurement into the regular work plan of City departments, and to adopt an emphasis on regular progress assessment, review, and accountability. The City continues to seek a scale of data collection and tracking that is appropriate to the size of the organization, is sustainable given current staff resources, and is meaningful to the community and City leadership. Most metrics include seven-year trends of performance, which allows for analysis of performance trends and key resource demands.

The City continues to use the data on performance measurement to accomplish several objectives:

- Understand trends in workload and service delivery demands
- Identify customer service deficiencies
- Inform long-range planning related to staffing and capital plans
- Track progress towards key Council and community goals



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## Section 2



## Budget Development



## Section 2: Budget Development

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## Financial Policies

The City's adopted municipal code is the main policy document of the City of Bainbridge Island. It establishes policy and guidelines for most City operations. The City defines its approach to operations or the scope of duties and responsibilities through policies and practices.

Stewardship of public funds on behalf of the community is the primary financial responsibility of the City of Bainbridge Island. Policies that define and maintain the City's fiscal stability have been created to help City officials plan fiscal strategy with a consistent approach. By adhering to its stated policies, City Council and City management seek to continually improve the City's financial stability and provide adequate funding for the services desired by the public. The City Council reviews the Financial Policies as a key initial step of budget development. The City Council reviews and adopts an updated set of financial and budget policies as needed, but no less than every other year as part of budget development. The full list of City financial policies captured in the City's code can be found [here](#).

### Key Policy Statements

The primary purpose of financial policies is to provide guidelines for the City Council and staff to use in making financial decisions that ensure core services are maintained and the Council's vision for the community is achieved.

The City shall adopt a balanced budget. The City defines a balanced budget as one in which current biennium budgeted revenues in addition to fund balances are equal to or greater than current biennium budgeted expenditures. In addition, the City's budget shall maintain recurring expenditures at a level less than recurring revenues.

The City shall consider its financial capacity when making budget decisions. Staff shall deliver to Council a ten-year Financial Capacity Analysis as part of the biennial budget process. For each Financial Capacity Analysis, the financial assumptions shall be reasonable and shall take into account an appropriately chosen set of inflation factors and an appropriate set of economic projections. The Administration's chosen assumptions for revenues, expenditure inflation factors and economic measures shall be disclosed to the Council.

The City will strive to maintain a diverse and stable revenue stream to protect against short-



run volatility of any single revenue source.

The City shall maintain a structure for all fees and charges where the beneficiary of the service pays the cost of that service except to the extent that the Council has determined that provision of the specific service in question provides a benefit to the general public.

No less than once every three years, Building and Development Services (B&DS) rates shall be reviewed, with a goal of full cost recovery for the B&DS Fund. The last rate study concluded in 2022. A new rate study is underway and will be completed in the first half of 2025.

The City will maintain expenditure categories according to state statute and administrative regulation. Capital expenditures shall meet the requirements of generally accepted accounting principles (GAAP).

The City's capital asset policy states that physical inventory count of capital and attractive assets will occur every five years. The inventory count will verify the existence, condition, and location of all assets. This GFOA recommended practice establishes a method for assessing assets so the City can appropriately plan and budget for any capital maintenance or replacement needs.

The Capital Improvement Plan and the City operating budget will be reviewed at the same time to ensure that capital and operating needs are balanced with each other and support overall City goals.

The Equipment Rental and Revolving (ER&R) Fund is a self-sustaining internal service fund established to pay the timely replacement cost of existing equipment and vehicles that meet the capitalization thresholds set forth in the Capital Asset Policy. It is the policy of the City of Bainbridge Island ER&R Fund to charge rental rates sufficient to replace ER&R fund equipment with an additional reserve amount for unforeseen losses or catastrophic events.

The investment policy aims to invest public funds with a focus on maximum security, the highest possible return, and compliance with all federal, state, and local regulations. Additionally, it ensures the City's daily cash flow needs are met. The City's primary investment objectives, in order of priority, are safety, liquidity, and yield (return on investment).



The City Municipal Facilities Maintenance, Replacement and Reconstruction Policy applies to the City's existing general governmental municipal facility assets. The policy supports the City in asset management and budgeting efforts and is established to fund the planned replacement, reconstruction, and major maintenance costs of existing City-owned facilities. Adequate budget appropriations will be calculated and included in budgets to provide resources for planned projects.

The City grant policy requires Council approval prior to submittal of an application for grants over \$50,000, unless pre-authorized for acceptance by the City Council through ordinance or resolution. The \$50,000 threshold must include as part of the estimate any City "in-kind" labor used as matching funds and City staff will describe to the Council the amount that is provided through the grant and the amount that is provided through in-kind matching funds.

In the issuance and management of debt, the City shall comply with the state constitution and with all other legal requirements imposed by federal, state, and local rules and regulations, as applicable. Long-term borrowing shall be confined to the acquisition and/or construction of capital improvements and shall not be used to fund operating or maintenance costs.

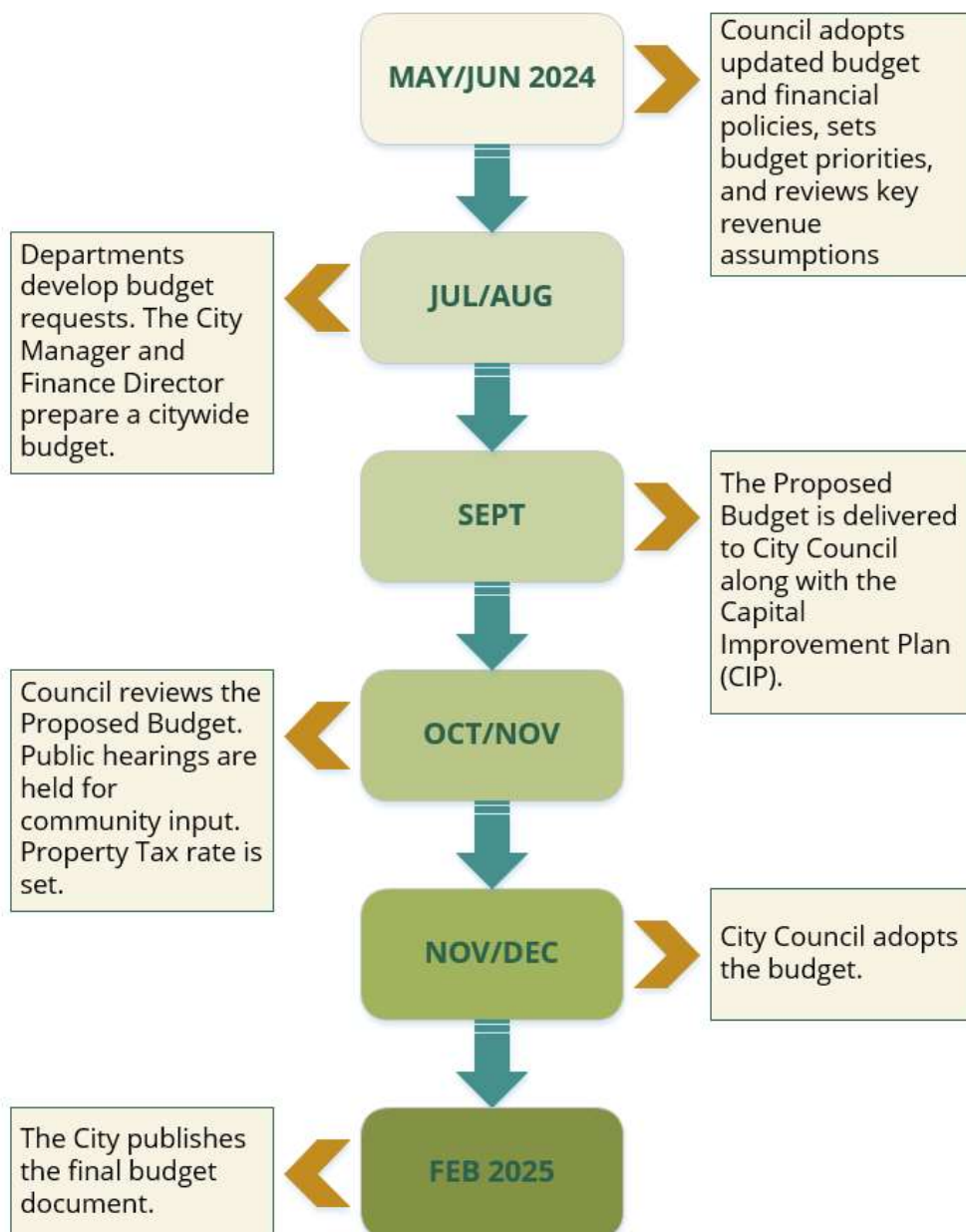
Reserve funds enable the City to deal with unforeseen emergencies and changes in economic conditions. Reserve targets are set by the City Council for the General Fund, and for each utility fund.

The accounting system will maintain records on a basis consistent with accepted national standards for local government accounting and the Washington State Auditor's Budgeting, Accounting and Reporting System.

The City will ensure that City records are audited annually by the Washington State Auditor's Office, resulting in a financial opinion. The results of the audit will be available to the public through the City's website.

## Budget Process

Budget development is a continuous process that begins as early as January and culminates with the passage of a final budget in November. During the year, the City tracks budget to actuals to improve on the next year’s budget. At least two times per year, the Council considers a consolidated set of citywide budget and capital project adjustments, and amends the current year’s budget, as necessary. Many of Council’s actions, community input, and new legislative mandates throughout the year have budgetary implications that also need to be incorporated into future budgets.



The City of Bainbridge Island is a first-class code city that has adopted a biennial approach to budgeting. This requires the city to begin its fiscal year January 1 of an odd-numbered year. The City is required to prepare a comprehensive entity-wide balanced budget for all funds. Upon adoption, the expenditure levels in the adopted budget are enacted into law through the appropriations ordinance and the City is legally required to not exceed the appropriations authorized without approval by Council via ordinance. The budget process is an organized and collaborative series of steps and discussions that allows for policy development, service level planning within the current financial context, and internal and external communications. The budget document serves as the signature policy document in which the City establishes key priorities and policies for funding services. The budget is also used to develop short and long-term service level plans within a financially constrained structure. Finally, the budget process creates a tool for communicating changes and priorities to the public and within the organization.

The development of the City's Operating and Capital Budget involves three phases: formulating budget requests, City Manager review and proposal, and City Council review and adoption. The adopted budget follows many months of work by staff and the City Council, including review and approval of the City's financial policies, the cost allocation methodology and manual, and the capital improvement plan.

In summary, the legally required steps to adopt a biennial budget are as follows:

**Step 1.** The City Manager must submit a preliminary (proposed) budget to the Council no later than October 7.

**Step 2.** The City must hold a minimum of three public hearings which consist of:

- (i) Revenue (property tax) hearing - the City must certify to the County assessor by November 30.
- (ii) Preliminary Budget Hearing.
- (iii) Final Budget Hearing - this must be conducted before the first Monday in December (December 2).

**Step 3.** Council adopts the budget - This must be completed following the final public hearing and prior to the beginning of the ensuing fiscal year (December 31)

The 2025-2030 Capital Improvement (CIP) included in the budget is a foundational element of the City Manager's adopted biennial budget as presented. The CIP contains a list of capital projects with estimated costs and methods of financing and is updated annually. Capital labor costs associated with each of these projects are included.

Planning for the operating budget commenced with Council review and approval of a consolidated set of financial policies in May, providing an up-to-date framework within which budget development occurs. Operating budget development began in June. Over the summer, department directors and staff worked to develop budgets in alignment with City goals that were identified at a Council retreat earlier in the year. Based on Council goals, several departments included targeted changes to their operating budgets. Department staff took a line-item budget approach to non-personnel expenses, while Finance staff performed a close review of all expenditures. A line-item budget typically is used when control is the budget's main function. In a line-item budget, expenditures are listed under a large subject area – a fund; then broken down by function or purpose, such as a department; then by an object, for example, office supplies or repair and maintenance.

During the fall, the City Adopted Budget followed the three mandated steps listed above. In addition, numerous discussions in a series of Council meetings took place in late September and concluded with final changes included in the final budget ordinance adopted in November.

### **Public Engagement in the Budget Process**

Public engagement in the budget process is not a one-time, one-event instance; rather, it is a continuing dialogue with our community about priorities, challenges, and ideals. Engagement occurs every day, from informal contact with staff to open house events such as the Comprehensive Plan, the Winslow Subarea Plan, the Ted Spearman Justice Center, and the Sound to Olympics trail construction. Other engaging public events include National Night Out, Juneteenth, Bike to School Day, ribbon cuttings, and community partner events.

The City also engages the community through various communication tools, such as city-wide newsletters, spotlight videos, weekly email updates, the SeeClickFix non-emergency reporting tool, Nixle emergency alerts, Notify Me announcements, press releases, surveys, advertising, and social media posts. Residents can participate in City advisory groups, which provide input to Council and staff on a variety of topics.

As staff prepared the 2025-26 Biennial Budget, the City received feedback on major council initiatives and priorities using our online engagement platform. Residents were kept apprised on a variety of City projects driving budget development. This feedback helped to shape Council priorities and ultimately the adopted budget. Feedback was also provided during the three public hearings that took place in October and November as described above.



## Key Assumptions in 2025-2026 Budget Development

The City developed the 2025-2026 Adopted Budget beginning with some key citywide assumptions, and with additional detailed spending was developed on a department-by-department basis.

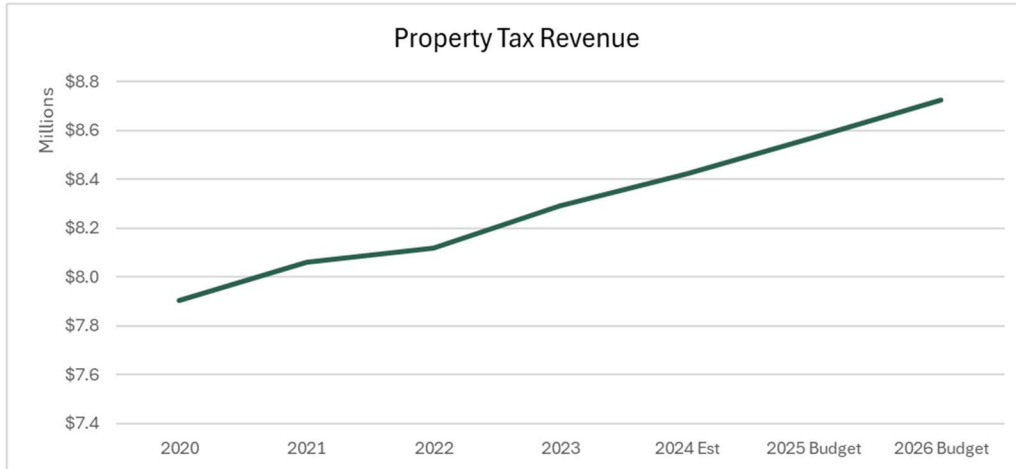
Estimated beginning fund balances for each fund for 2025 are based on actual 2024 performance through June. Inflation is a major factor in the City's projections going into 2025. Though inflation has begun to decline over the last year, the cost of goods and services remains high. As projected, the Federal Reserve implemented modest rate cuts in the second half of 2024 in response to cooling inflation and a weakening job market. Rates have remained relatively high since August 2023, creating a significant impact on the housing market. Revenue and expenditure forecasts are based on an understanding of regional economic conditions and the City's specific experience through the month of August.

### Revenue Estimates

Revenue estimates were prepared for each source after an analysis of the City's past five years of revenue performance and expected near-term economic variabilities. In some cases, such as the statutory limits to increases in property tax, external factors guide the revenue estimate. In other cases, actual performance indicated a reduction or increase was warranted, and for other revenue sources, a general inflator was applied to the average of recent years' actuals. The revenues listed below make up over 75% of the total revenues of all appropriated funds.

### Property Tax

Growth in property tax in Washington State is limited to 1% plus value of new construction. Recent development has led to increases in construction. However, we are not expecting construction trends to continue at the same rate. Therefore, the estimated assessed value of Bainbridge Island property is expected to grow albeit at a lesser rate than we have experienced over the last five years.

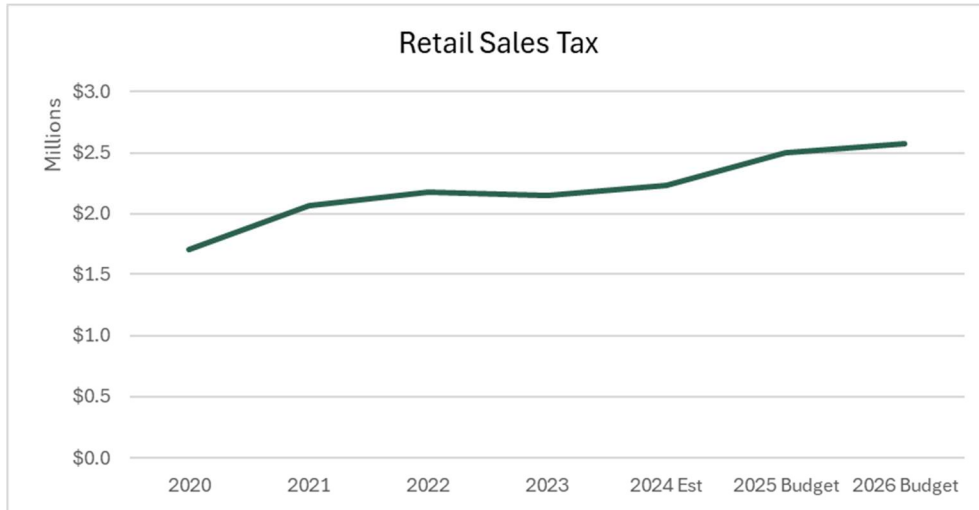


### Sales Tax

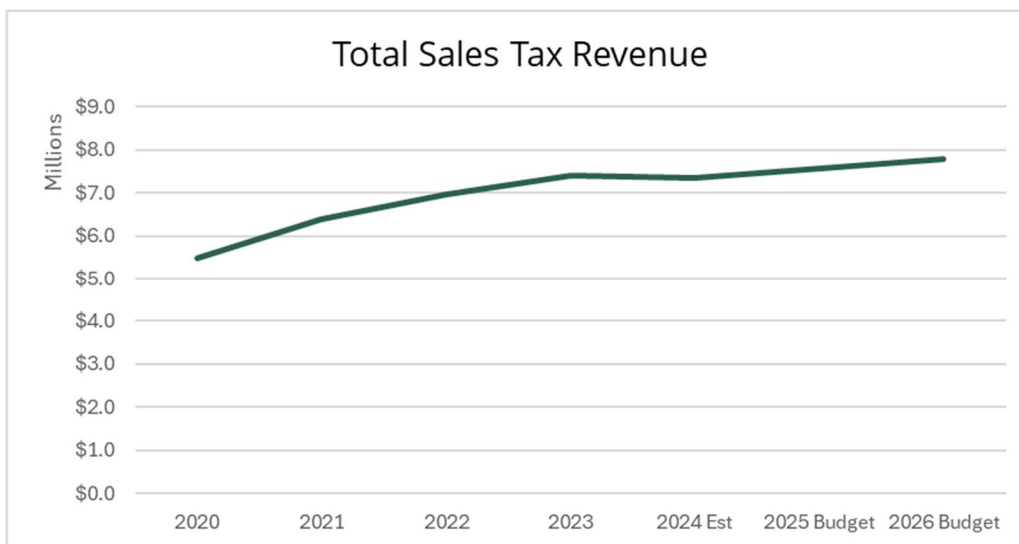
The strong local economy generates significant growth in sales tax. In the past five years the City has experienced an average of 7% year-over-year growth in sales tax collection. One reason for the strong growth in the recent past was the large influence of construction-related sales tax on the total. Construction sales tax revenue is typically 30 to 35% of the sales tax base. In the last five years construction sales tax revenue has been averaging 6% annual growth. Development is highly influenced by economic conditions and historically comprises a large portion of the City's sales tax revenue, reducing the City's sales tax revenues during economic downturns. The effect of interest and employment rates, demand for new housing, and local land use policies will greatly influence forecasting future sales tax collections.



Retail trade also makes up approximately 30 to 35% of total sales tax revenue. Retail trade sales tax revenue in the last five years has been averaging 7% growth. While retail sales tax revenue is also dependent on overall economic conditions, the year over year growth has been more consistent than construction sales tax revenue. More recent trends indicate reduced retail spending, likely caused by the high local inflation rates seen throughout 2023, where the Seattle Consumer Price Index (CPI) peaked at 10%. Retail sales tax revenues were 1% lower in 2023 than in 2022 as a result.



Total sales and use tax revenue through July 2024 decreased 4% compared to July 2023. Decreases were observed throughout the remainder of 2024; with estimated revenues coming in at approximately \$200,000 lower than 2023 Sales Tax revenues. As such, assumptions are modest, with a 3% increase forecasted for both 2025 and 2026.



### Business & Occupation (B&O) Tax

The City charges B&O taxes to all businesses with annual gross receipts of \$150,000 or more. The tax is 1/10<sup>th</sup> of one percent, due annually on April 15<sup>th</sup>. This revenue source is dependent on a strong local economy and business growth. B&O revenues have enjoyed modest increases over the last five years, averaging 8% increases year over year. The Budget assumes a 5% year over year increase.

### Real Estate Excise Tax

Washington State law allows cities to impose up to a 0.5% excise tax on property sales, which is known as the Real Estate Excise Tax (REET). The City experienced unprecedented growth in REET in 2020 and 2021. The height of REET revenue collection in 2021 was an annual total just over \$4.2M. Growth in REET revenue between 2020 and 2021 can be attributed to both volume and average selling price increases. In 2022 the volume of properties sold decreased, while the average selling price continued to rise. There has been a slow but steady decline in the average selling price of properties, with a peak average in 2022 of \$1.4M, dropping slightly to \$1.3M in 2023. The average price in 2024 remained at \$1.3M. As the real estate market cooled in 2023, the City adjusted REET revenue expectations, reducing the 2024 revenue estimate from \$3.5M to \$3.2M. With ongoing discussions of looming Federal rate reductions on the horizon, REET revenue for the upcoming biennium is forecast at \$3.3M in 2025, and \$3.5M in 2026.





### Utility Tax Revenue

The City levies a tax of 6% on gross income for all utilities owned or managed by a municipal corporation or for-profit entity. This tax applies to water, sewer, storm water, electricity, telecommunication, and garbage utilities that operate within Bainbridge Island and accounts for approximately 15% of total tax revenues. This revenue source remains consistent, generating approximately \$3 million annually. The Budget assumes a 10% year over year increase in utility tax revenue, primarily due to recent Water and Sewer utility fee increases.

### Utility Fees for Service Revenue

Captured in the Water, Sewer, and Stormwater enterprise funds, these service charge fees are intended to recover the full cost of operating each utility. These revenues represent a combined 23% of all City revenues. The Water and Sewer rates are currently on a set annual increase based on the most recent fee study, while the Stormwater rates are increasing annually based on the Consumer Price Index (CPI). There is another rate study underway for all three enterprise funds due to reevaluations of capital improvement needs for infrastructure primarily in the Water and Sewer funds.

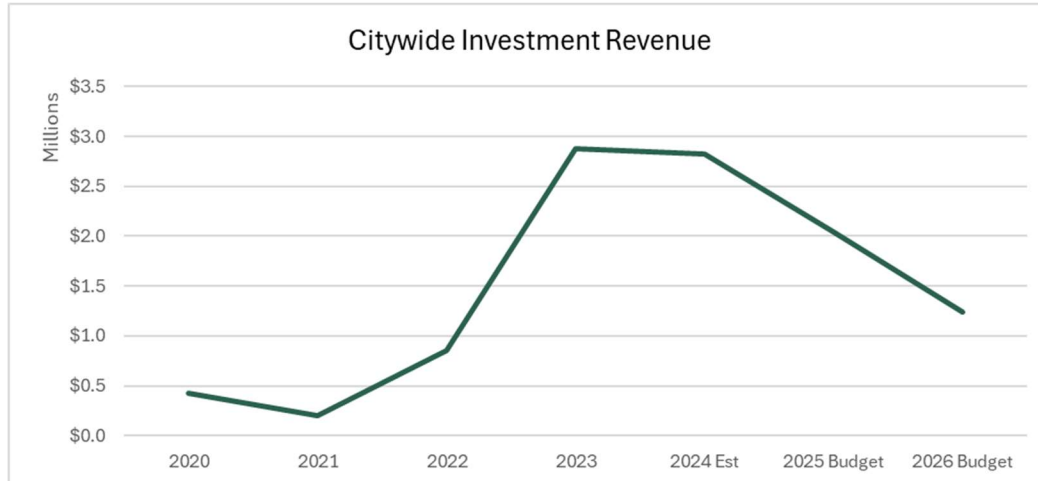
### Grants & Donations

City staff are continually on the lookout for local, state, regional, or federal grants that can help the City invest more into the community and City infrastructure. The Springbrook Fish Passage project has been awarded federal grants totaling \$6 million dollars in the biennium, which will be used to remove a culvert, replace the culvert with an open box structure, streambed restoration, and construction of a 25-foot bridge.

The Japanese American Exclusion Memorial Association has pledged a donation to the City for \$900,000 to facilitate construction of a 10" water main from the City's Rockaway Beach Water System reservoir to a new service line serving the future Bainbridge Island Japanese American Exclusion Memorial (BJAEM) visitor center.

### Investment Income

In the past, this revenue source has not been significant enough to warrant mention, but in 2022 that changed when rising interest rates increased the City's investment income from near 0% to 4.5% by the end of 2023. Return rates continued increasing into 2024, averaging 5.1% in 2024. The City is anticipating that return rates will begin to decrease as the Federal Reserve continues its plan to lower rates at the end of 2024 and into the foreseeable future. This revenue source is expected to return to historical levels eventually. For the near term, the City estimates return across all funds of \$2M in 2025, and \$1.2M in 2026.



### Expenditure Estimates

Expense estimates were prepared for specific expenditures after an analysis of the City's past five years of expense performance and expected near-term services. The City's financial policies state recurring expenses must remain below recurring revenues.

### Personnel Costs

Consistent with best practices, the City reviewed the factors that it uses to distribute personnel costs across operating and capital funds. For example, personnel costs related to Human Resources are distributed based on the number of full-time equivalent employees, while the Senior Accounting Technician responsible for accounts payable is mainly distributed based on a three-year average count of payment vouchers by fund. Departments including City Council, Public Safety, and the Municipal Court are entirely allocated to the General Fund. To prepare for the 2025-2026 budget, staff updated the data on allocation factors based on information from the most recent years. Staff used updated data to distribute personnel costs and incorporated this information into the budgets. These changes represent a redistribution of personnel expenses rather than a net increase or decrease in City personnel spending.

Personnel costs were calculated for the 2025-2026 biennium using current position lists and approved salary schedules along with estimated costs provided by external service providers such as the Department of Retirement Services and the Association of Washington Cities (AWC). Vacant positions are estimated at mid-range step. Personnel costs were increased by 6% in 2025 and 5% in 2026, as an assumption for a cost-of-living increase and expected increases due to employees moving up the established position steps. Medical costs increase by 10% for 2025 and 4% in 2026, based on current information from AWC.



### **Other Costs**

Other central costs such as insurance and utilities were updated based on recent actual costs or estimates from outside service providers.

Capital costs were updated based on the Capital Improvement Plan adopted with the budget.

Operating transfers were updated to match budgeted expenditure levels.

Departmental costs were developed for existing programs and services at approved service levels. Changes in costs for additional services or enhanced services are detailed in the department budget sections.

### **Other Key Assumptions**

The City is in the process of conducting two separate rate studies in the Utility Funds and the Building & Development Fund. This is consistent with the commitment to complete a new rate study at least every three years. The rate studies are ongoing and were not completed in time to inform the 2025-2026 budget.

Rate changes resulting from these studies are expected to take effect early to mid-2025 or January of 2026. As with previous rate studies, these typically set increases for a specified period of time, after which the rates would revert to annual increases based on the local Consumer Price Index (CPI) for June of the year prior.

## General Fund Reserves

During 2024, the City Council reviewed and approved the City’s comprehensive financial policies, including the following reserve targets and definitions.

- **Emergency Reserve:** established to pay for unexpected emergencies that cannot reasonably be accommodated by current budget appropriations. The target level for this reserve is \$1.0 million.
- **General Fund Stability Reserve:** defined as the dollar amount of unencumbered fund balance, excluding amounts held in restricted or designated reserves. The year-end target level for this reserve is 25% of ongoing General Fund revenues, or approximately \$5.9 million in 2025 and \$6 million in 2026.
- The 2025-2026 Adopted Budget provides for additional items to be tracked as part of financial management. These amounts include the following:
  - Specially tracked General Fund monies, which include Public, Educational, or Governmental (PEG) Capital Reserve, Police Investigative Reserve, Police Marine Reserve, Public Arts Sub fund.
  - General Fund reserve for 2027-2028 capital plans. This reserve is the net City investment required to fund the current CIP for projects that will begin in those two years.

The table below provides detail behind the total shown for the General Fund policy reserves at the end of 2025 and 2026. The budgeted total balance of the General Fund year-end is \$17.2 million for 2025 and \$17 million for 2026, which exceeds the amount required to fund the reserves by \$9.8 million and \$9.4 million respectively.

### General Fund Reserves at end of 2025 and 2026

General Fund Reserve Category	2025	2026
Emergency Reserve	1,000,000	1,000,000
General Fund Stability Reserve Minimum	5,900,000	6,000,000
Other Specially Tracked General Fund Monies	490,000	490,000
Reserve for 2027-2028 CIP	-	160,000

## Financial Capacity/Fiscal Health

In order to support the review of the long-term viability of the City's financial structure, and consistent with the City's financial and budget policies, the Finance Department provides a ten-year forward look at the City's projected financial performance by fund. This is called the "Financial Capacity Analysis" (FCA) and is based on analyses completed by staff and presented at midyear and as a fundamental part of the budget process to Council and the community.

This forward-looking analysis focuses on long-range planning to guide macro-level financial planning in support of maintaining City services and financial stability, while moving toward its goals. The analysis is based on past actual results, current estimates, and budgeted forecasts, and relies on a range of assumptions and escalators that require regular review. Thus, it can provide a useful look at the results of overall budget decisions and multi-year trends and impacts. We update this tool periodically, usually in conjunction with budget development, and as part of Council financial briefings, and use the updated information to provide context for future decision making.

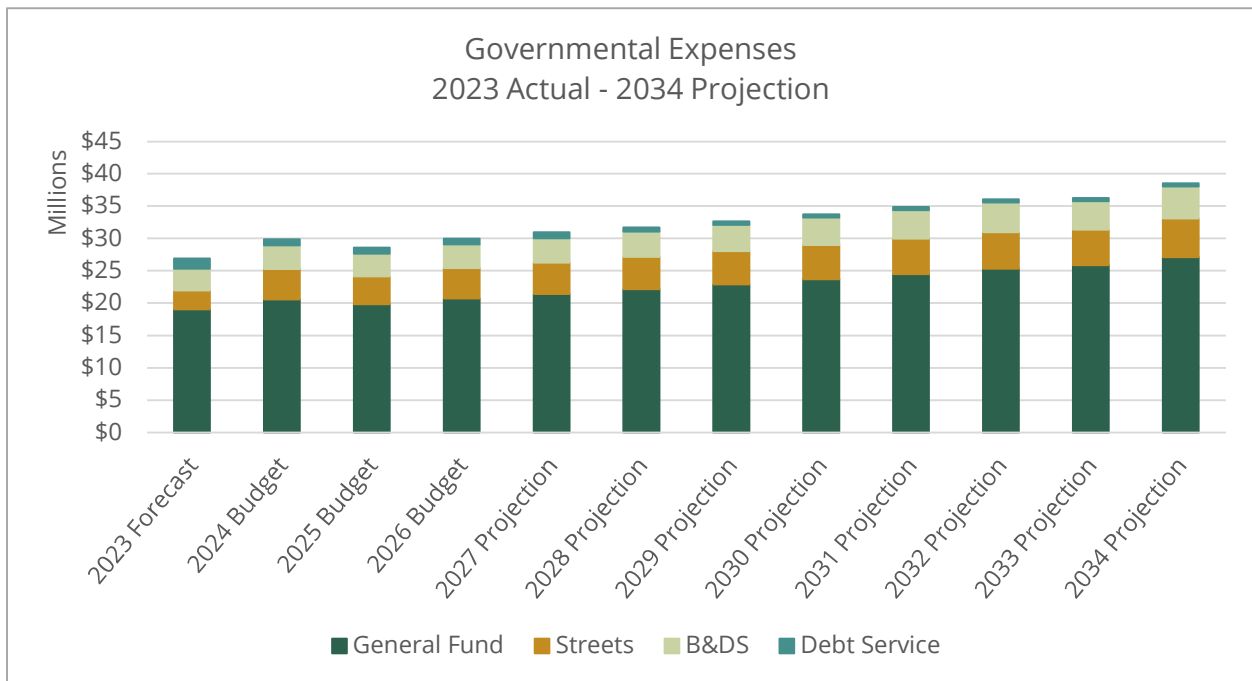
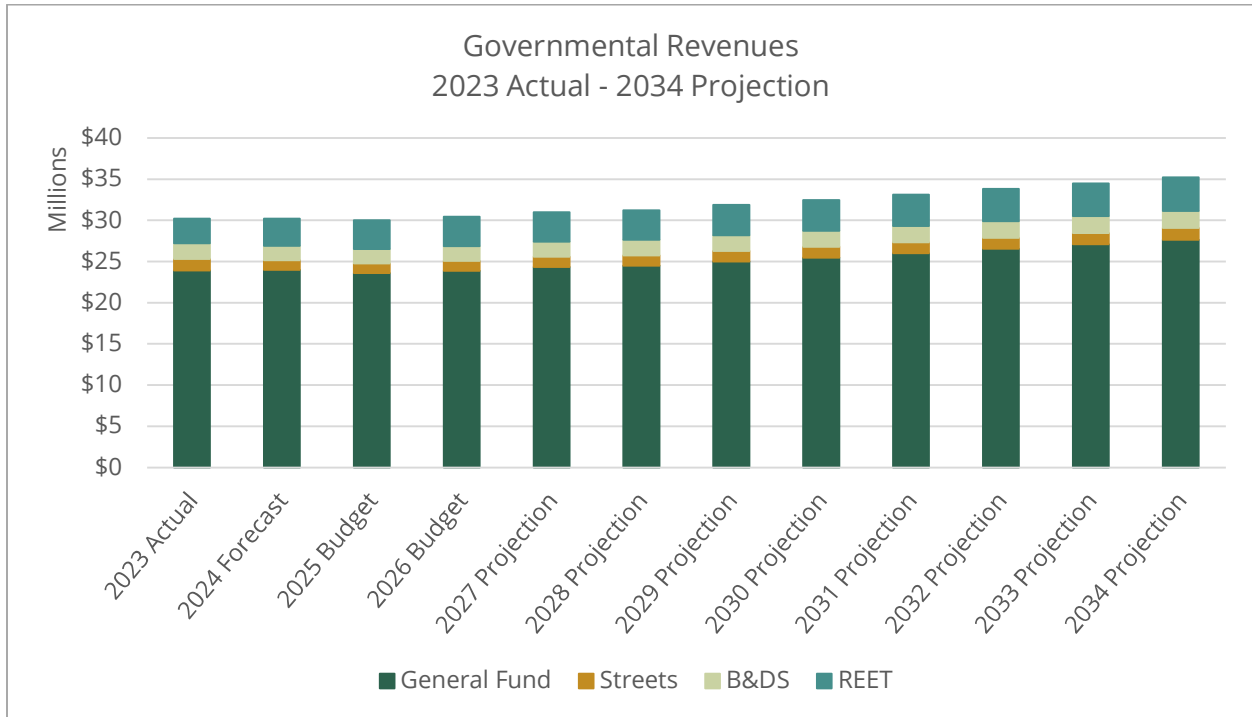
The City has built General Fund balance over the past ten years which is supporting planned capital investment and allowing the City to respond to short-term financial challenges in a measured way. In addition to General Fund reserves, receipt of the \$7M in Coronavirus State and Local Fiscal Recovery Funds (SLFRF) in 2021 and 2022 helped the City maintain the level of service the residents of the Island have come to expect, despite economic hardships experienced globally due to the pandemic. With most of those funds spent, and recent inflation accelerating the pace at which expenses are increasing compared to revenues, the City took a hard look at spending trends over recent years and projected how those would affect the City's financial health over the next ten years.

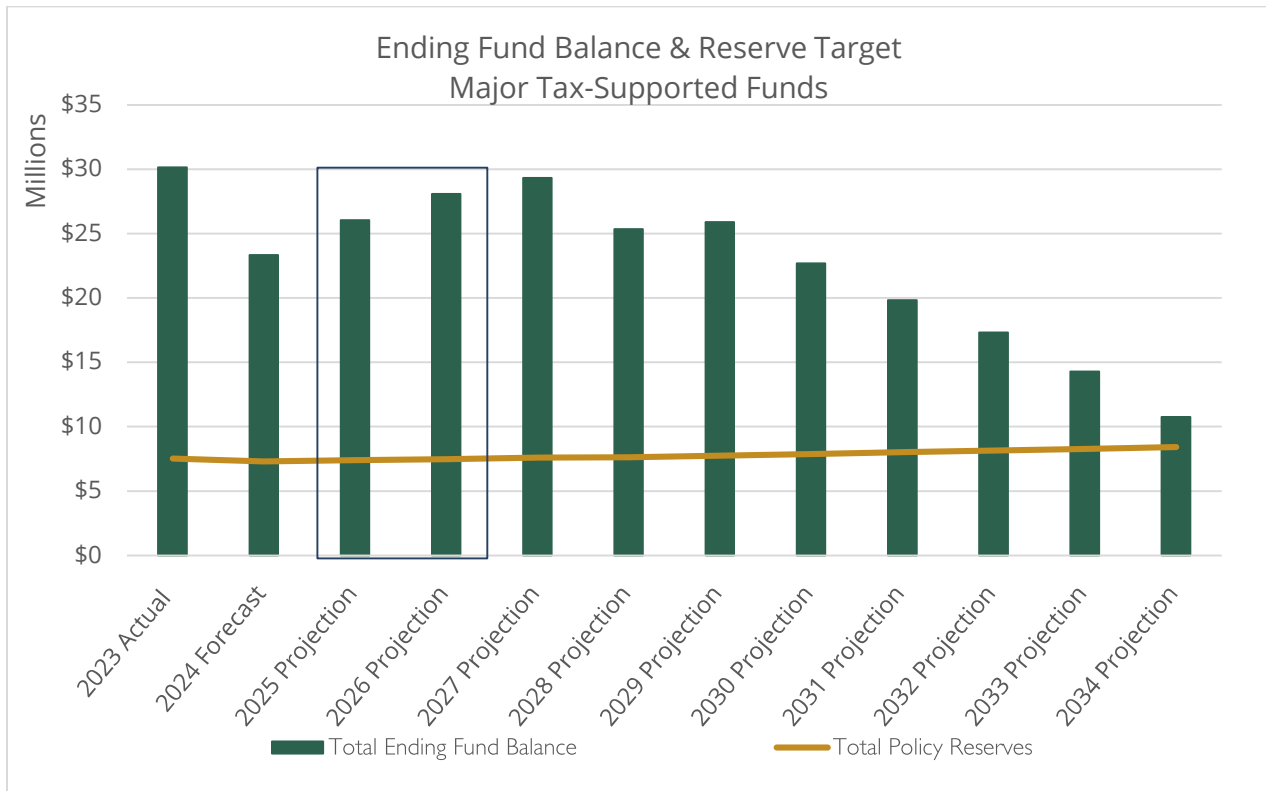
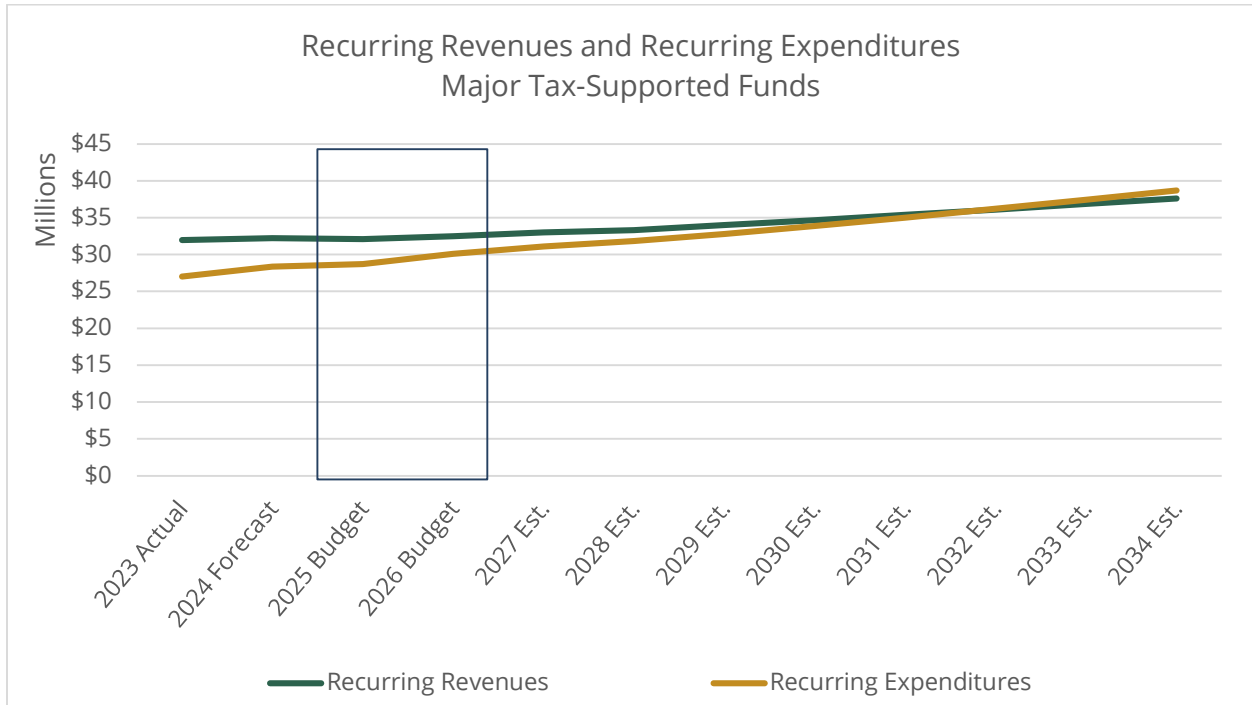
To mitigate inflationary cost increases and accommodate the anticipated flattening of revenues, all departments were asked to take part in an exercise to reduce tax-supported spending by 8% to help reduce the increasing burden on the General Fund and improve long-term financial health. Reserves are fully funded for the next biennium. Periodic future updates will provide staff and Council with the information to position the City for continued financial stability.



To help interpret the information presented in the following charts, the below assumptions are presented as background and are incorporated into the FCA results for years after 2026:

- General Fund Sales Tax revenue growth of 3%, and Property Tax growth of 1.75%;
- For all funds, personnel costs assume an annual increase of 4.25% in 2027+ with an annual vacancy rate at 5%;
- General operating expenses assume an annual increase of 2%;
- Capital project expenses and revenues matched to current CIP through 2030;
- No change to policy reserve targets or expenditure of reserve funds;
- Street annual preservation program at \$1 million, increasing annually along with operating costs at 2%;
- Facility annual maintenance program at \$1 million per year with no inflator;
- Real Estate Excise Tax revenue growth of 2%;
- Building and Development Services annual revenue growth of 2%;
- Streets annual revenue growth of 2%.





## Basis of Budgeting & Accounting

The City's financial structure is consistent with Washington State's required Budgeting, Accounting, and Reporting System (BARS). This system provides a uniform chart of accounts and procedures for all Washington local governments. While each agency has minor differences, this system provides useful comparative data to the state regarding local spending.

The budget projections for revenues and expenditures are prepared on a cash basis. Cash basis of accounting means that transactions are recognized at the point where cash is received or paid. This method matches cash projected to be available to cash projected for necessary payments. Internal tools have been set up to access budget-to-actual data on a cash basis from the financial system that records and reports data on an accrual basis.

Revenues are prepared at the "line-item" or source-of-revenue level (e.g., property tax, utility tax, gas tax etc.). General government operating revenues are summarized by revenue type (e.g., taxes, fees and service charges, intergovernmental revenue, etc.) and across funds.

Expenditure budgets, like revenues, are prepared at the "line-item" or object-of-expense level (e.g., salaries, benefits, supplies, capital outlay, etc.).

One major function of the City's budget is to evaluate what projects and programs, in addition to ongoing operations, the City plans to fund in the coming budget biennium and how the City will pay for those plans. Support can come from expected budget-year revenues, fund balance, new long-term debt, or a combination of these resources.

The financial basis of accounting determines how and when to recognize revenues and expenditures in the financial accounts of the City, and then to report them on the City's financial statements. In the City's financial statements, governmental funds use a modified accrual basis of accounting. Under this basis, revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction can be reasonably determined. "Available" means collectible within the current year or soon thereafter to pay for expenditures incurred during the fiscal year. Expenditures are recognized when the related obligations (e.g., goods purchased, or services received) are incurred.

Proprietary funds use the accrual basis of accounting. Under this method, revenues are recorded when earned (e.g., revenues for water/sewer are recognized when the services are provided) and expenses are recorded at the time obligations are incurred. This method is similar to private business enterprises.

The financial statements are prepared in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental units. General Accepted Accounting Principles are minimum standards and guidelines for financial accounting and reporting. Reporting in accordance with GAAP assures that financial reports of all state and local governments contain the same types of financial statements and disclosures, for the same categories and types of funds and account groups, based on the same measurement and classification criteria.

## City of Bainbridge Island Adopted Budget 2025 Limit on Indebtedness

The City of Bainbridge Island has had a Moody's Aaa bond rating since 2019, the highest rating Moody's issues. The City is one of only five Washington cities to achieve such a rating. Washington State law limits the debt a city may issue. The City Council has authority under RCW 35.42.200 to obligate the taxpayers, without a vote of the people, up to a net aggregate total of 1.5% of the 'taxable property value' (assessed value) within the City. In addition, with a 60% vote of the people, the City can issue bonds up to 2.5% of the assessed value for general purposes plus an additional 2.5% for utility purposes and another 2.5% for open space and park facilities. The total for all purposes may not exceed 7.5% and the total for general purposes may not exceed 2.5%, whether or not a vote has been held. There are no limits (other than political or market driven ones) on the amount of debt which is not an obligation of the taxpayers, such as utility revenue debt or local assessment debt.

<b>LIMITED TAX GENERAL OBLIGATION BONDS (Can be approved by a majority City Council vote)</b>	<b>1/1/2025 OUTSTANDING</b>	<b>PERCENTAGE OF LEGAL LIMIT</b>
2019 LTGO (Construction & Refunding) Bonds	\$ 7,165,000	
2021 LTGO (Refunding) Bonds	1,870,000	
<b>TOTAL LTGO BONDS</b>	<b>\$ 9,035,000</b>	
 State of Washington Public Works Trust Fund Loans	 \$ 428,176	
<b>TOTAL DIRECT DEBT</b>	<b>\$ 9,463,176</b>	<b>4.7%</b>
<b>LEGAL LIMIT</b>	<b>201,903,572</b>	
<b>REMAINING (UNUSED) MARGIN</b>	<b>\$ 192,440,396</b>	
 <b>SPECIAL LEVY GENERAL OBLIGATION BONDS (All types require a 60% vote of the people)</b>		
For General Purposes	\$ -	
For Utility Purposes	-	
For Parks & Open Space	-	
<b>TOTAL SPECIAL LEVY BONDS</b>	<b>\$ -</b>	
<b>TOTAL GENERAL OBLIGATION DEBT</b>	<b>\$ 9,463,176</b>	<b>0.9%</b>
<b>LEGAL LIMIT</b>	<b>1,009,517,859</b>	
<b>REMAINING (UNUSED) MARGIN</b>	<b>\$ 1,000,054,683</b>	
 <b>ASSESSMENT DEBT</b>		
<b>TOTAL ASSESSMENT DEBT</b>	<b>\$ -</b>	<b>No legal limit</b>
 <b>REVENUE DEBT</b>		
State of Washington Public Works Trust Fund Loans	\$ 6,453,559	
State of Washington Department of Health Loans	6,858,519	
State of Washington Department of Ecology Loan	-	
<b>TOTAL REVENUE DEBT</b>	<b>\$ 13,312,078</b>	<b>No legal limit</b>

**City of Bainbridge Island**  
**Adopted Budget**  
**2025 Long-Term Debt and Debt Service**

Existing Debt/Purpose	Original Issue	1/1/2025 Balance	2025 Add'l Planned Principal Issued	2025 Principal	2025 Interest	12/31/2025 Balance	Final Maturity
PWTF Loan - New Storm Drain Decant Facility Construction	\$ 782,000	\$ 41,157	\$ -	\$ 41,157	\$ 205	\$ -	2025
PWTF Loan - Sewage Treatment Plant Upgrade Construction Loan #1	3,618,000	210,625	-	210,625	1,052	-	2025
PWTF Loan - Sewage Treatment Plant Upgrade Construction Loan #2	3,564,500	400,017	-	200,008	2,000	200,009	2026
PWTF Loan - Dec 2007 Storms - Street Repairs	449,632	94,658	-	23,665	2,840	70,993	2028
2021 LTGO Refunding Bonds - Sewage Treatment Plant Upgrade	3,040,000	1,870,000	-	305,000	21,318	1,565,000	2030
PWTF Loan - Sewer Beach Mains Design	383,542	81,736	-	20,434	409	61,302	2028
PWTF Loan - Sewer Beach Mains Construction	3,474,933	1,484,260	-	185,532	3,711	1,298,728	2032
2019 Refunding LTGO Bonds - Street and City Facility Projects	2,735,000	1,185,000	-	350,000	40,400	835,000	2028
2019 LTGO Bonds - Police/Court Facility	7,255,000	5,980,000	-	295,000	212,100	5,685,000	2039
PWTF Loan - High School Water Tank replacement	4,500,000	4,091,282	-	240,664	35,286	3,850,618	2041
Dept. of Health Loan #1 - High School Water Tank replacement	6,831,302	6,138,519	693,238	379,542	119,556	6,452,215	2042
PWTF Loan - West Eagle Harbor Sewer Complex rehabilitation	2,500,000	478,000	1,972,031	57,529	9,193	2,392,502	2041
Dept. of Health Loan - Ferncliff Water Main extension	720,000	720,000	-	16,364	5,005	703,636	2046
Dept. of Ecology Loan - Sewage Treatment Plant Outfall Extension	742,586		742,586	-	1,534	742,586	2044
Dept. of Health Loan #2 - High School Water Tank replacement	9,594,468		9,499,474	372,610	150,907	9,126,864	2042
<b>TOTAL EXISTING DEBT</b>	<b>\$ 50,190,963</b>	<b>\$ 22,775,254</b>	<b>\$ 12,907,329</b>	<b>\$ 2,698,130</b>	<b>\$ 605,516</b>	<b>\$ 32,984,453</b>	
<b>2025 BUDGETED NEW DEBT</b>							
2025 LTGO Bonds - Sewer Infrastructure Improvements	7,600,000	-	7,600,000	-	-	7,600,000	2045
2025 LTGO Bonds - Water Infrastructure Improvements	5,000,000	-	5,000,000	-	-	5,000,000	2045
<b>TOTAL EXISTING DEBT AND BUDGETED NEW DEBT</b>	<b>\$ 62,790,963</b>	<b>\$ 22,775,254</b>	<b>\$ 25,507,329</b>	<b>\$ 2,698,130</b>	<b>\$ 605,516</b>	<b>\$ 45,584,453</b>	

**The following types of debt are not included above:**

Interfund Debt, Compensated Absences, Net Pension Liability, Other Post-Employment Benefits, Post-Closure Landfill Costs, Accounts Payable, and Accrued Payroll.

## City of Bainbridge Island Adopted Budget 2026 Limit on Indebtedness

The City of Bainbridge Island has had a Moody's Aaa bond rating since 2019, the highest rating Moody's issues. The City is one of only five Washington cities to achieve such a rating. Washington State law limits the debt a city may issue. The City Council has authority under RCW 35.42.200 to obligate the taxpayers, without a vote of the people, up to a net aggregate total of 1.5% of the 'taxable property value' (assessed value) within the City. In addition, with a 60% vote of the people, the City can issue bonds up to 2.5% of the assessed value for general purposes plus an additional 2.5% for utility purposes and another 2.5% for open space and park facilities. The total for all purposes may not exceed 7.5% and the total for general purposes may not exceed 2.5%, whether or not a vote has been held. There are no limits (other than political or market driven ones) on the amount of debt which is not an obligation of the taxpayers, such as utility revenue debt or local assessment debt.

<b>LIMITED TAX GENERAL OBLIGATION BONDS (Can be approved by a majority City Council vote)</b>	<b>1/1/2026 OUTSTANDING</b>	<b>PERCENTAGE OF LEGAL LIMIT</b>
2019 LTGO (Construction & Refunding) Bonds	\$ 6,520,000	
2021 LTGO (Refunding) Bonds	1,565,000	
2025 LTGO Sewer Infrastructure Improvement Bonds	7,600,000	
2025 LTGO Water Infrastructure Improvement Bonds	5,000,000	
<b>TOTAL LTGO BONDS</b>	<b>\$ 20,685,000</b>	
State of Washington Public Works Trust Fund Loans	\$ 132,295	
<b>TOTAL DIRECT DEBT</b>	<b>\$ 20,817,295</b>	<b>10.3%</b>
	<b>LEGAL LIMIT</b>	<b>201,903,572</b>
<b>REMAINING (UNUSED) MARGIN</b>	<b>\$ 181,086,277</b>	
<b>SPECIAL LEVY GENERAL OBLIGATION BONDS (All types require a 60% vote of the people)</b>		
For General Purposes	\$ -	
For Utility Purposes	-	
For Parks & Open Space	-	
<b>TOTAL SPECIAL LEVY BONDS</b>	<b>\$ -</b>	
<b>TOTAL GENERAL OBLIGATION DEBT</b>	<b>\$ 20,817,295</b>	<b>2.1%</b>
	<b>LEGAL LIMIT</b>	<b>1,009,517,859</b>
<b>REMAINING (UNUSED) MARGIN</b>	<b>\$ 988,700,564</b>	
<b>ASSESSMENT DEBT</b>	\$ -	
<b>TOTAL ASSESSMENT DEBT</b>	<b>\$ -</b>	<b>No legal limit</b>
<b>REVENUE DEBT</b>		
State of Washington Public Works Trust Fund Loans	\$ 7,741,857	
State of Washington Department of Health Loans	16,282,715	
State of Washington Department of Ecology Loan	742,586	
<b>TOTAL REVENUE DEBT</b>	<b>\$ 24,767,158</b>	<b>No legal limit</b>

**City of Bainbridge Island**  
**Adopted Budget**  
**2026 Long-Term Debt and Debt Service**

Existing Debt	Original Issue	1/1/2026 Balance	2026 Add'l Planned Principal Issued	2026 Principal	2026 Interest	12/31/2026 Balance	Final Maturity
PWTF Loan - Sewage Treatment Plant Upgrade Construction Loan	\$ 3,564,500	\$ 200,009	\$ -	\$ 200,009	\$ 1,000	\$ -	2026
PWTF Loan - Dec 2007 Storms - Street Repairs	449,632	70,993	-	23,665	2,130	47,328	2028
2021 LTGO Refunding Bonds - Sewage Treatment Plant Upgrade	3,040,000	1,565,000	-	305,000	17,841	1,260,000	2030
PWTF Loan - Sewer Beach Mains Design	383,542	61,302	-	20,434	307	40,868	2028
PWTF Loan - Sewer Beach Mains Construction	3,474,933	1,298,728	-	185,532	3,247	1,113,196	2032
2019 Refunding LTGO Bonds - Street and City Facility Projects	2,735,000	835,000	-	350,000	26,400	485,000	2028
2019 LTGO Bonds - Police/Court Facility	7,255,000	5,685,000	-	310,000	197,350	5,375,000	2039
PWTF Loan - High School Water Tank replacement	4,500,000	3,850,618	-	240,664	36,196	3,609,955	2041
Dept. of Health Loan #1 - High School Water Tank replacement	6,831,302	6,452,215	-	379,542	171,391	6,072,673	2046
PWTF Loan - West Eagle Harbor Sewer Complex rehabilitation	2,500,000	2,392,502	-	149,531	22,490	2,242,971	2041
Dept. of Health Loan - Ferncliff Water Main extension	720,000	703,636	-	16,364	4,745	687,272	2046
Dept. of Ecology Loan - Sewage Treatment Plant Outfall Extension	742,586	742,586	-	39,083	8,911	703,503	2044
Dept. of Health Loan #2 - High School Water Tank replacement	9,594,468	9,126,864	-	542,168	207,379	8,584,696	2043
2025 LTGO Bonds - Sewer Infrastructure Improvements	7,600,000	7,600,000	-	255,221	304,000	7,344,779	2045
2025 LTGO Bonds - Water Infrastructure Improvements	5,000,000	5,000,000	-	253,750	190,313	4,746,250	2045
<b>TOTAL EXISTING DEBT</b>	<b>\$ 58,390,963</b>	<b>\$ 45,584,453</b>	<b>\$ -</b>	<b>\$ 3,270,962</b>	<b>\$ 1,193,700</b>	<b>\$ 42,313,491</b>	

**2026 BUDGETED NEW DEBT**

No new debt planned for 2026

<b>TOTAL EXISTING DEBT AND BUDGETED NEW DEBT</b>	<b>\$ 58,390,963</b>	<b>\$ 45,584,453</b>	<b>\$ -</b>	<b>\$ 3,270,962</b>	<b>\$ 1,193,700</b>	<b>\$ 42,313,491</b>
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**The following types of debt are not included above:**

Interfund Debt, Compensated Absences, Net Pension Liability,  
Other Post-Employment Benefits, Post-Closure Landfill Costs,  
Accounts Payable, and Accrued Payroll.

# City of Bainbridge Island

## 2025-2026 Adopted Budget

### Debt Service to Maturity Schedule

Year	Debt Service Fund		Water Fund		Sewer Fund		Storm & Surface Water Fund		Totals	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2025	\$ 668,665	\$ 255,340	\$ 1,009,180	\$ 310,753	\$ 979,127	\$ 39,218	\$ 41,158	\$ 206	\$ 2,698,129	\$ 605,517
2026	683,665	225,880	1,432,487	610,025	1,154,810	357,795			3,270,963	1,193,700
2027	723,665	195,170	1,353,363	545,763	970,011	340,668			3,047,039	1,081,601
2028	478,665	168,510	1,360,348	504,918	985,628	324,077			2,824,641	997,505
2029	360,000	148,350	1,367,612	464,215	976,236	307,003			2,703,848	919,568
2030	380,000	130,350	1,375,167	435,352	992,720	289,590			2,747,887	855,292
2031	390,000	118,950	1,383,024	406,187	684,663	271,661			2,457,687	796,798
2032	400,000	107,250	1,391,196	376,708	697,083	256,902			2,488,279	740,860
2033	415,000	95,250	1,399,694	346,903	524,469	241,646			2,339,163	683,798
2034	425,000	82,800	1,408,532	316,757	537,903	226,337			2,371,435	625,894
2035	440,000	70,050	1,417,724	286,257	551,874	210,491			2,409,598	566,798
2036	455,000	56,850	1,427,283	255,390	566,405	194,086			2,448,688	506,326
2037	465,000	43,200	1,437,225	224,141	581,516	177,100			2,483,742	444,441
2038	480,000	29,250	1,447,565	192,494	597,232	159,509			2,524,797	381,253
2039	495,000	14,850	1,458,318	160,433	613,577	141,290			2,566,895	316,573
2040			1,469,501	127,943	630,576	122,417			2,100,077	250,359
2041			1,481,132	95,004	648,254	102,864			2,129,386	197,868
2042			1,242,456	67,091	517,108	82,604			1,759,564	149,694
2043			343,433	42,108	536,229	63,014			879,662	105,121
2044			356,516	28,821	556,115	42,659			912,631	71,479
2045			370,122	15,010	537,713	21,509			907,835	36,518
2046			16,364	655					16,364	655
	\$ 7,259,659	\$ 1,742,049	\$ 25,948,240	\$ 5,812,929	\$ 14,839,250	\$ 3,972,438	\$ 41,158	\$ 206	\$ 48,088,308	\$ 11,527,622



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# Section 3



# Summary by Fund



## Section 3: Summary by Fund

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## Fund Description and 2025 Budget Status

The City of Bainbridge Island prepares a budget for each City fund, which the City Council adopts as the legal limit of expenditure for the fiscal year. In certain cases, the City Council may amend the budget by ordinance during the year to accommodate unexpected expenditures or allow for spending of higher than budgeted revenues, or to reduce the expenditure limit in case of a revenue shortfall.

For 2025, the Adopted Budget by fund is shown following this introduction. The funds are presented in numerical order, with governmental, or “tax-supported” funds generally at the beginning, followed by the utility funds and the City’s Equipment Rental & Revolving (ER&R) fund. For the General Fund and funds for which the budget projects an increase or decrease to the fund balance that is greater than 10%, an explanation is included in the introduction.

All funds with appropriation in the 2025-2026 biennium are summarized below. The General, Water, Sewer, and Storm & Surface Water Management Funds each represent more than 10% of overall appropriations in the biennium and thus are considered major funds. These four funds combined account for 74% of the City’s overall appropriations.

### TAX-SUPPORTED FUNDS

#### General Fund (Major Fund)

Accounts for the City’s unrestricted ongoing operations and is the primary operating fund of the City. It accounts for all financial resources of the general government except those required to be accounted for in another fund. The fund includes expenditures for the City Council, Court, Executive, Finance and Administrative Services, Police, Planning & Community Development, and Public Works. Major revenue sources are property taxes, sales taxes and business and occupation taxes.

The 2025 Adopted Budget shows a small increase in General Fund balance. Ending fund balance is estimated to increase \$300,000; or 2%, from \$16.8 million to \$17.2 million. This increase is driven by a reduction in General Fund contributions to Capital projects, and an increase in Street support by the Transportation Benefit, and Real Estate Excise Tax Funds. The \$17.4 million projected ending fund balance in 2025 exceeds the total required by City policies by roughly \$10.0 million in the General Fund.



### **Street Fund**

Accounts for maintenance of the City's roads, road shoulders, streets, sidewalks, bike lanes and trails. The fund receives revenue from State taxes on gasoline that can only be used for expenditures on the City's transportation system. The fund also receives taxes imposed on commercial parking lots that can only be used for transportation purposes as restricted in RCW chapter 82.80. Supplemental funding, as needed, comes from the Transportation Benefit, Real Estate Excise Tax, and General funds.

The 2025 Adopted Budget reflects the City's practice of only utilizing City supplemental funding to maintain a \$10,000 fund balance in the Streets Fund.

### **Real Estate Excise Tax (REET) Fund**

Accounts for REET revenues received by the City. The State of Washington allows cities to charge a tax on the sale of real estate up to ½ of 1%. The revenue raised by this tax is restricted to capital construction projects and street maintenance, as described in RCW Chapter 82.46.

The 2025 Adopted Budget shows an increase in beginning fund balance of \$1.0 million, or 34%, to \$3.8 million. REET is supporting several capital projects in the 2025-2030 Capital Improvement Plan, including the Country Club Road Reconstruction and Pleasant Beach Drive Extension projects. An increase in Street fund support from \$100,000 to \$1.0 million is budgeted for general street maintenance. This is the maximum contribution allowed for this purpose and is intended to reduce the burden of support from the General Fund.

### **Civic Improvement (Lodging Tax) Fund**

Accounts for revenues received from a tax imposed on the revenues of hotels, motels, and other overnight stays. Funds are used to aid local tourism in accordance with state guidelines.

The 2025 Adopted Budget shows a small decrease in fund balance of 3% due to an increase in community funding from \$350,000 to \$400,000 annually.

### **Affordable Housing Fund**

Accounts for revenues and expenditures related to Affordable Housing.

The 2025 Adopted Budget shows an increase in the beginning fund balance of \$750,000, or 23%, from \$3.2 million to \$3.9 million. In 2019 Council approved an affordable housing sales and use tax credit and in 2021 approved an affordable housing and related services sales tax



increase of .1%. These revenue sources are restricted, and the City is working towards developing an Affordable Housing Plan to utilize these funds appropriately.

### **Floor Area Ratio (FAR) Funds**

Accounts for payments from developers to add density above the base level specified in the Winslow Master Plan. Funds may be used to preserve agricultural land and develop public amenities and/or infrastructure in Winslow.

The 2025 Adopted Budget shows no significant change to fund balance for these funds.

### **Tree Fund**

Accounts for revenue from certain developer permits and is restricted to supporting the City's tree program.

The 2025 Adopted Budget shows no significant change to fund balance for this fund.

### **Transportation Benefit Fund**

Accounts for revenue received through a vehicle licensing fee, which is restricted to funding certain transportation improvements. An increase in the tab fee from \$30 to \$40 took effect in mid-2023 and the new \$10 component is restricted for use on Sustainable Transportation projects.

The 2025 Adopted Budget shows a decrease of \$200,000 or 18%, from \$1.1 million to \$900,000. The decrease is due to an increase in Street fund operating support from \$500,000 to \$1.0 million. As with the REET fund, this increase is intended to reduce the burden of support from the General fund.

### **Transportation Impact Fee Fund**

Accounts for revenue from impact fees levied on certain types of development, which is restricted to funding transportation improvements that increase capacity.

The 2025 Adopted Budget shows a beginning fund balance increase of \$169,000 or 30% for this fund. A transportation impact fee study was conducted in 2023 to create an eligible list of projects for this revenue source, and it is expected the balance will be used on eligible projects in the next biennium.

### **General Obligation (GO) Bond Fund**



Accounts for revenues and expenditures of GO debt. Each debt issue is accounted for in a separate sub-fund. This fund receives the special levy for the Open Space Bonds.

The 2025 Adopted Budget shows no significant change to fund balance for this fund.

### **Local Improvement District (LID) Bond Fund**

This fund receives LID assessments and pays principal and interest due on LID debt while keeping necessary reserves to ensure timely bond payments.

The 2025 Adopted Budget shows no significant change to fund balance for this fund.

### **Capital Construction**

Accounts for all major capital construction projects except those paid for with Local Improvement District (LID) debt proceeds or the City's Water, Sewer or Storm and Surface Water Management utility resources.

The 2025 Adopted Budget shows a planned decrease in the beginning fund balance of \$5.8 million, or 98% for this fund. The budget shows significant progress of all funded capital projects from 2024. Substantial progress and spending are attributed to the Eagle Harbor/Wyatt Way Non-Motorized Improvements, Sound-to-Olympic Trail Long Range Plan, and Country Club Road Reconstruction projects.

### **Building & Development Services Fund**

Segregates revenues and costs associated with the permitting of building and development. The City classifies its Building and Development Services fund as an enterprise fund for accounting and financial statement purposes because most of the land use and building permitting costs are recovered through user charges. However, for budgeting purposes, it is considered a "Tax-Supported" fund because costs not covered by user charges are funded through transfers from the General Fund. The Building and Development Services Fund consists of two sub-funds for these activities that separately track costs and related revenues.

The 2025 Adopted Budget reflects the City's practice of only utilizing City supplemental funding to maintain a \$10,000 fund balance in the Building and Development Fund.



## UTILITY FUNDS

### **Water Fund (Major Fund)**

Accounts for all activities related to the City's water utility.

The 2025 Adopted Budget shows an increase in fund balance of \$2.3 million, or 377%, from \$620,000 to \$2.9 million. The City is in the process of conducting a water, sewer, and stormwater utility rate study which began in 2024. The study is not expected to be completed until sometime in 2025 and thus unable to inform the budget process. The 2025-2030 Capital Improvement Plan includes the completion of the Water Tank replacement project, which has diminished fund balance throughout 2024 and will continue into 2025, requiring the issuance of a revenue bond to fund the remainder of the project, and future Water fund projects. Project details can be found in the Capital Improvements section of the Adopted Budget.

### **Sewer Fund (Major Fund)**

Accounts for all activities related to the City's sewer utility.

The 2025 Adopted Budget shows a decrease in fund balance of \$900,000 or 25%, from \$3.5 million to \$2.6 million. The City is in the process of conducting a water, sewer, and stormwater utility rate study in 2024, however this study is still in its early stages and is not expected to be completed in time to inform the 2025-2026 budget. The decrease in fund balance in 2025 is due to a substantial list of Capital Improvement Plan projects, both new and continuing, requiring the issuance of a revenue bond. Project details can be found in the Capital Improvements section of the Adopted Budget.

### **Storm & Surface Water Management Fund (Major Fund)**

Accounts for all activities related to the City's storm and surface water management utility.

The 2025 Adopted Budget shows a decrease of \$2.7 million, or 40%, from \$6.8 million to \$4.1 million. This is the result of significant spending on capital projects. Project details can be found in the Capital Improvements Plan summary section of the Adopted Budget.

## INTERNAL SERVICE FUNDS

### **Equipment Rental and Revolving Fund**

Accounts for revenues for equipment rental from other City funds and for expenditures for the purchase of replacement capital equipment.



The 2025 Adopted Budget shows a decrease of \$410,000, or 21%, from \$2 million to \$1.5 million. This is the result of planned fleet purchases as shown in the following table.

**2025-2026 Biennial Budget Vehicle Purchase Summary**

Vehicle	Status	Purchase Year	Make*	Model*	Cost	Fund
Police Vehicle 1 - (Electric)	Replace Existing	2025	Ford	Lightning	\$ 110,000	Equip, Rental Revolving
Police Vehicle 2 - (Electric)	Replace Existing	2025	Chevy	Blazer	\$ 110,000	Equip, Rental Revolving
Medium Duty Pickup - (Electric)	Replace Existing	2025	Ford	Lightning	\$ 100,000	Equip, Rental Revolving
Heavy Duty Pickup	Replace Existing	2025	Ford	F-450	\$ 175,000	Equip, Rental Revolving
<b>2025 Total</b>					<b>\$ 495,000</b>	
Police Vehicle 3 - (Electric)	Replace Existing	2026	Chevy	Blazer	\$ 115,000	Equip, Rental Revolving
Police Vehicle 4 - (Electric)	Replace Existing	2026	Chevy	Blazer	\$ 115,000	Equip, Rental Revolving
Medium Pick-up - (Electric)	New	2026	Ford	Lightning	\$ 100,000	Split - GF, Streets, Utilities
<b>2026 Total</b>					<b>\$ 330,000</b>	

\* Purchase depends on availability

**UNAPPROPRIATED FUNDS**

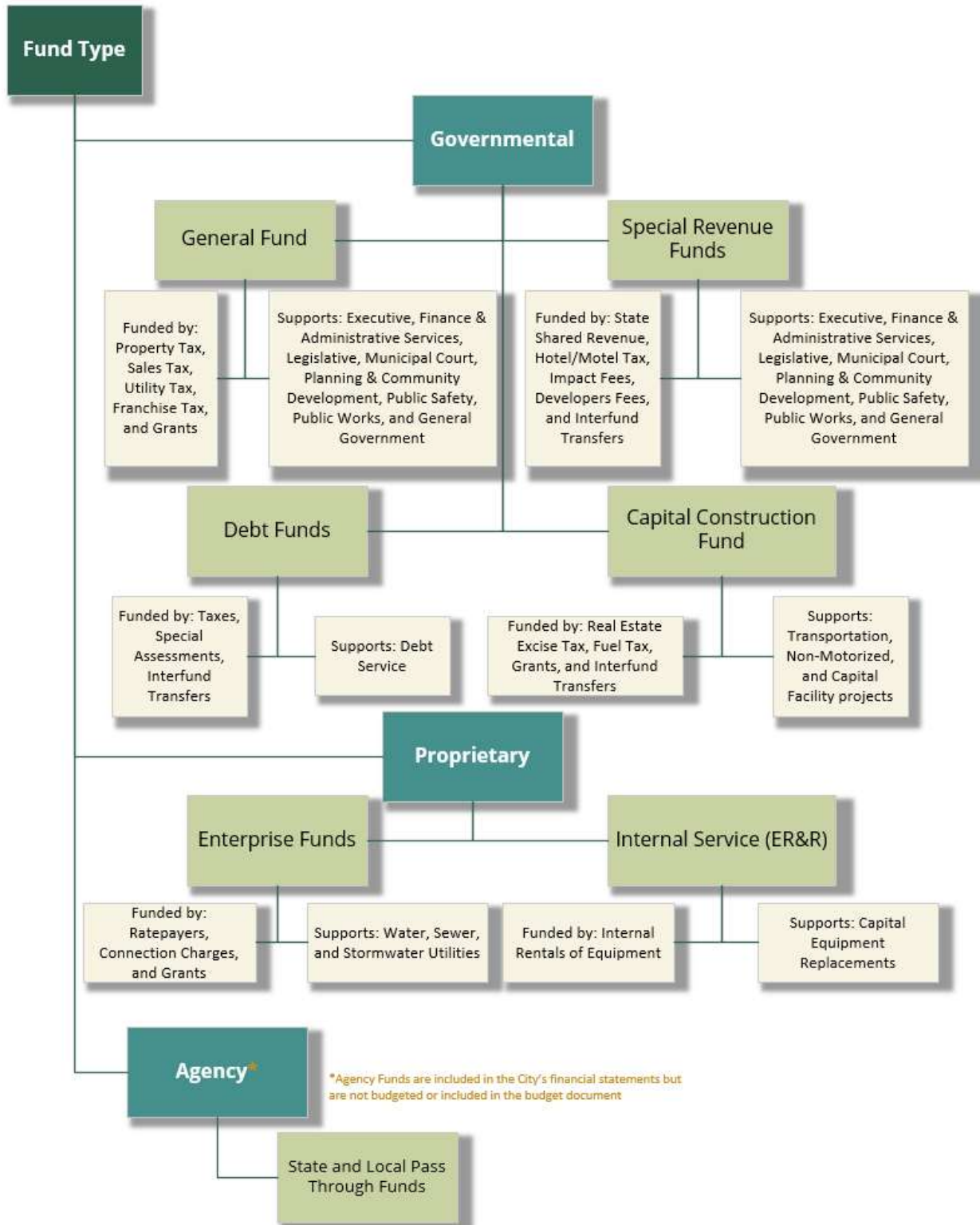
**Agency Fund and Expendable Trust Fund**

For budget purposes, the City has combined several distinct funds and sub-funds. These funds share the characteristic that the money accounted for in them belongs to someone other than the City or that the City has a junior claim on the money. Included are construction retainage accounts, performance bonds and guarantees, court trust funds and money held in transit to the State of Washington.

**Clearing Fund**

An accounting mechanism for funds that will be allocated as part of the monthly close process.

# City of Bainbridge Island Fund Types Chart



## CITY OF BAINBRIDGE ISLAND - 2025 ADOPTED BUDGET

	General	Streets	Special Revenue & Internal Services	Bonds	Capital & LID Construction	Water, Sewer, & SSWM Utilities	Building & Development Services	Total
<b>BEGINNING FUND BALANCE</b>								
Beginning Balance	16,873,000	10,000	10,545,000	97,000	5,969,000	10,954,000	10,000	44,458,000
<b>REVENUES</b>								
Taxes	21,151,500	665,060	5,421,500	-	-	-	-	27,238,060
Fees & Service Charges	930,000	35,700	451,560	-	-	-	1,792,682	3,209,942
Intergovernment Revenue	332,520	480,600	-	-	1,590,000	-	-	2,403,120
Fines & Forfeits	50,000	-	-	-	-	-	-	50,000
Charges for Utility Services	-	-	-	-	-	11,054,850	-	11,054,850
Miscellaneous	209,200	-	-	-	-	1,260,760	-	1,469,960
Assessments	-	-	-	-	-	50,000	-	50,000
Investment Revenue	925,000	-	423,685	-	-	695,300	-	2,043,985
<b>TOTAL REVENUES</b>	<b>23,598,220</b>	<b>1,181,360</b>	<b>6,296,745</b>	<b>-</b>	<b>1,590,000</b>	<b>13,060,910</b>	<b>1,792,682</b>	<b>47,519,917</b>
<b>OTHER SOURCES</b>								
Loans/Sale of Bonds	-	-	-	-	-	24,935,980	-	24,935,980
From other Funds and Sub-Funds	-	3,116,996	-	924,005	1,259,948	8,750	1,734,363	7,044,062
<b>TOTAL RESOURCES</b>	<b>40,471,220</b>	<b>4,308,356</b>	<b>16,841,745</b>	<b>1,021,005</b>	<b>8,818,948</b>	<b>48,959,640</b>	<b>3,537,045</b>	<b>123,957,959</b>
<b>EXPENDITURES</b>								
Salaries	9,139,478	1,429,366	58,400	-	26,219	3,190,492	2,130,871	15,974,826
Benefits	3,502,988	570,709	26,999	-	10,417	1,306,572	819,640	6,237,324
Supplies	601,550	229,800	-	-	-	421,050	4,000	1,256,400
Professional Services	2,034,284	195,900	500,000	-	-	279,950	217,300	3,227,434
Community Services	572,000	-	25,000	-	-	35,000	-	632,000
Other Services & Charges	3,212,136	1,821,581	75,000	-	-	2,301,738	355,234	7,765,689
Intergovernmental Services	690,000	1,000	-	-	-	1,284,600	-	1,975,600
<b>TOTAL OPERATING EXPENDITURES</b>	<b>19,752,436</b>	<b>4,248,356</b>	<b>685,399</b>	<b>-</b>	<b>36,636</b>	<b>8,819,402</b>	<b>3,527,045</b>	<b>37,069,273</b>
<b>NON-OPERATING EXPENDITURES</b>								
Capital Equipment	-	50,000	820,000	-	-	-	-	870,000
Capital Projects	-	-	-	-	8,687,663	27,879,969	-	36,567,632
Debt Service	1,000	-	-	924,005	-	2,613,745	-	3,538,750
<b>TOTAL EXPENDITURES</b>	<b>19,753,436</b>	<b>4,298,356</b>	<b>1,505,399</b>	<b>924,005</b>	<b>8,724,299</b>	<b>39,313,116</b>	<b>3,527,045</b>	<b>78,045,655</b>
<b>OTHER USES</b>								
To Other Funds and Sub-Funds	3,515,109	-	3,528,953	-	-	-	-	7,044,062
<b>ENDING FUND BALANCE</b>	<b>17,202,675</b>	<b>10,000</b>	<b>11,807,393</b>	<b>97,000</b>	<b>94,649</b>	<b>9,646,524</b>	<b>10,000</b>	<b>38,868,242</b>
<b>TOTAL USES</b>	<b>40,471,220</b>	<b>4,308,356</b>	<b>16,841,745</b>	<b>1,021,005</b>	<b>8,818,948</b>	<b>48,959,640</b>	<b>3,537,045</b>	<b>123,957,959</b>

## CITY OF BAINBRIDGE ISLAND - 2025 ADOPTED BUDGET

	Water	Sewer	SSWM	Total
<b>BEGINNING FUND BALANCE</b>				
Beginning Balance	620,000	3,515,000	6,819,000	10,954,000
<b>REVENUES</b>				
Charges for Utility Services	2,618,750	4,972,500	3,463,600	11,054,850
Miscellaneous	1,024,120	236,640	-	1,260,760
Assessments	-	50,000	-	50,000
Investment Revenue	132,000	313,300	250,000	695,300
<b>TOTAL REVENUES</b>	<b>3,774,870</b>	<b>5,572,440</b>	<b>3,713,600</b>	<b>13,060,910</b>
<b>OTHER SOURCES</b>				
Loans/Sale of Bonds	15,430,000	9,505,980	-	24,935,980
From other Funds and Sub-Funds	8,750	-	-	8,750
<b>TOTAL RESOURCES</b>	<b>19,833,620</b>	<b>18,593,420</b>	<b>10,532,600</b>	<b>48,959,640</b>
<b>EXPENDITURES</b>				
Salaries	974,418	1,234,732	981,343	3,190,492
Benefits	397,941	505,482	403,149	1,306,572
Supplies	135,950	183,800	101,300	421,050
Professional Services	106,550	115,500	57,900	279,950
Community Services	35,000	-	-	35,000
Other Services & Charges	555,216	1,114,844	631,679	2,301,738
Intergovernmental Services	261,100	737,500	286,000	1,284,600
<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,466,174</b>	<b>3,891,857</b>	<b>2,461,370</b>	<b>8,819,402</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Projects	13,000,000	10,905,142	3,974,827	27,879,969
Debt Service	1,410,000	1,162,087	41,658	2,613,745
<b>TOTAL EXPENDITURES</b>	<b>16,876,174</b>	<b>15,959,086</b>	<b>6,477,855</b>	<b>39,313,116</b>
<b>OTHER USES</b>				
<b>ENDING FUND BALANCE</b>	<b>2,957,446</b>	<b>2,634,334</b>	<b>4,054,745</b>	<b>9,646,524</b>
<b>TOTAL USES</b>	<b>19,833,620</b>	<b>18,593,420</b>	<b>10,532,600</b>	<b>48,959,640</b>

## CITY OF BAINBRIDGE ISLAND - 2025 ADOPTED BUDGET

	<u>Capital Construction</u>
BEGINNING FUND BALANCE	
Beginning Balance	5,969,000
REVENUES	
Intergovernment Revenue	1,590,000
TOTAL REVENUES	<u>1,590,000</u>
OTHER SOURCES	
From other Funds and Sub-Funds	1,259,948
TOTAL RESOURCES	<u>8,818,948</u>
EXPENDITURES	
Salaries	26,219
Benefits	10,417
TOTAL OPERATING EXPENDITURES	<u>36,636</u>
NON-OPERATING EXPENDITURES	
Capital Projects	8,687,663
TOTAL EXPENDITURES	<u>8,724,299</u>
OTHER USES	
ENDING FUND BALANCE	<u>94,649</u>
TOTAL USES	<u><u>8,818,948</u></u>

## CITY OF BAINBRIDGE ISLAND - 2025 ADOPTED BUDGET

	Internal Services
BEGINNING FUND BALANCE	
Beginning Balance	1,967,000
REVENUES	
Fees & Service Charges	300,000
Investment Revenue	110,000
TOTAL REVENUES	410,000
TOTAL RESOURCES	410,000
EXPENDITURES	
NON-OPERATING EXPENDITURES	
Capital Equipment	820,000
TOTAL EXPENDITURES	820,000
OTHER USES	
ENDING FUND BALANCE	1,557,000
TOTAL USES	2,377,000

**CITY OF BAINBRIDGE ISLAND 2025 ADOPTED BUDGET  
SUMMARY BY FUND**

CITY FUNDS		ESTIMATED BEGINNING BALANCE	REVENUES	NON-REV & TRANSFERS	OPERATING EXPENDITURES	NON-OP EXPENDITURES & TRANSFERS	ENDING BALANCE
001	GENERAL FUND	16,873,000	23,598,220	-	19,752,436	3,516,109	17,202,675
101	STREET FUND	10,000	1,181,360	3,116,996	4,248,356	50,000	10,000
103	REAL ESTATE EXCISE TAX FUND	2,835,000	3,491,500	-	-	2,528,953	3,797,547
104	CIVIC IMPROVEMENT FUND	784,000	378,580	-	400,000	-	762,580
108	AFFORDABLE HOUSING FUND	3,212,000	938,500	-	185,399	-	3,965,102
151	FAR-PUBLIC AMENITIES	15,000	665	-	-	-	15,665
152	FAR-FARMLAND/AGRICULTURE	96,000	4,140	-	-	-	100,140
161	TREE FUND	2,000	-	-	-	-	2,000
171	TRANSP BEN FUND	1,070,000	904,500	-	100,000	1,000,000	874,500
173	TRANSPORTATION IMPACT FEE FUND	564,000	168,860	-	-	-	732,860
201	GO BOND FUND	8,000	-	924,005	-	924,005	8,000
203	LID BOND FUND	89,000	-	-	-	-	89,000
301	CAPITAL CONSTRUCTION FUND	5,969,000	1,590,000	1,259,948	36,636	8,687,663	94,649
302	LID CAPITAL CONSTRUCTION FUND	-	-	-	-	-	-
401	WATER OPERATING FUND	620,000	3,774,870	15,438,750	2,466,174	14,410,000	2,957,446
402	SEWER OPERATING FUND	3,515,000	5,572,440	9,505,980	3,891,857	12,067,229	2,634,334
403	STORM & SURFACE WATER FUND	6,819,000	3,713,600	-	2,461,370	4,016,485	4,054,745
407	BUILDING & DEVELOPMENT FUND	10,000	1,792,682	1,734,363	3,527,045	-	10,000
501	EQUIPMENT RENTAL & REVOLVING	1,967,000	410,000	-	-	820,000	1,557,000
<b>TOTAL CITY FUNDS</b>		<b>44,458,000</b>	<b>47,519,917</b>	<b>31,980,042</b>	<b>37,069,273</b>	<b>48,020,444</b>	<b>38,868,242</b>

## CITY OF BAINBRIDGE ISLAND - 2026 ADOPTED BUDGET

	General	Streets	Special Revenue & Internal Services	Bonds	Capital & LID Construction	Water, Sewer, & SSWM Utilities	Building & Development Services	Total
<b>BEGINNING FUND BALANCE</b>								
Beginning Balance	17,202,675	10,000	11,807,394	97,000	94,649	9,646,525	10,000	38,868,243
<b>REVENUES</b>								-
Taxes	21,701,052	678,362	5,550,400	-	-	-	-	27,929,814
Fees & Service Charges	942,240	36,414	453,121	-	-	-	1,846,967	3,278,742
Intergovernment Revenue	339,170	481,212	-	-	1,000,000	5,911,655	-	7,732,037
Fines & Forfeits	51,000	-	-	-	-	-	-	51,000
Charges for Utility Services	-	-	-	-	-	11,962,621	-	11,962,621
Miscellaneous	213,400	-	-	-	-	367,975	-	581,375
Assessments	-	-	-	-	-	50,000	-	50,000
Investment Revenue	630,000	-	371,660	-	-	241,680	-	1,243,340
<b>TOTAL REVENUES</b>	<b>23,876,862</b>	<b>1,195,988</b>	<b>6,375,181</b>	<b>-</b>	<b>1,000,000</b>	<b>18,533,931</b>	<b>1,846,967</b>	<b>52,828,929</b>
<b>OTHER SOURCES</b>								
From other Funds and Sub-Funds	-	3,521,966	-	909,545	380,000	8,750	1,792,714	6,612,975
<b>TOTAL RESOURCES</b>	<b>41,079,537</b>	<b>4,727,954</b>	<b>18,182,575</b>	<b>1,006,545</b>	<b>1,474,649</b>	<b>28,189,206</b>	<b>3,649,681</b>	<b>98,310,147</b>
<b>EXPENDITURES</b>								
Salaries	9,605,193	1,507,887	62,458	-	22,798	3,364,740	2,189,546	16,752,623
Benefits	3,666,345	599,936	28,438	-	7,982	1,378,866	857,151	6,538,717
Supplies	608,410	233,010	-	-	-	421,550	4,000	1,266,970
Professional Services	2,099,086	209,990	500,000	-	-	285,510	219,700	3,314,286
Community Services	572,000	-	25,000	-	-	35,000	-	632,000
Other Services & Charges	3,340,007	1,991,131	75,000	-	-	2,343,138	369,284	8,118,559
Intergovernmental Services	709,000	1,000	-	-	-	1,367,500	-	2,077,500
<b>TOTAL OPERATING EXPENDITURES</b>	<b>20,600,041</b>	<b>4,542,954</b>	<b>690,896</b>	<b>-</b>	<b>30,781</b>	<b>9,196,304</b>	<b>3,639,681</b>	<b>38,700,656</b>
<b>NON-OPERATING EXPENDITURES</b>								
Capital Equipment	20,000	175,000	330,000	-	-	135,000	-	660,000
Capital Projects	-	-	-	-	1,349,200	7,712,500	-	9,061,700
Debt Service	1,000	-	-	909,545	-	3,510,869	-	4,421,414
<b>TOTAL EXPENDITURES</b>	<b>20,621,041</b>	<b>4,717,954</b>	<b>1,020,896</b>	<b>909,545</b>	<b>1,379,981</b>	<b>20,554,673</b>	<b>3,639,681</b>	<b>52,843,770</b>
<b>OTHER USES</b>								
To Other Funds and Sub-Funds	3,453,430	-	3,159,545	-	-	-	-	6,612,975
<b>ENDING FUND BALANCE</b>	<b>17,005,066</b>	<b>10,000</b>	<b>14,002,135</b>	<b>97,000</b>	<b>94,668</b>	<b>7,634,533</b>	<b>10,000</b>	<b>38,853,402</b>
<b>TOTAL USES</b>	<b>41,079,537</b>	<b>4,727,954</b>	<b>18,182,575</b>	<b>1,006,545</b>	<b>1,474,649</b>	<b>28,189,206</b>	<b>3,649,681</b>	<b>98,310,147</b>

## CITY OF BAINBRIDGE ISLAND - 2026 ADOPTED BUDGET

	Water	Sewer	SSWM	Total
<b>BEGINNING FUND BALANCE</b>				
Beginning Balance	2,957,446	2,634,334	4,054,745	9,646,525
<b>REVENUES</b>				
Intergovernment Revenue	-	-	5,911,655	5,911,655
Charges for Utility Services	3,273,438	5,121,675	3,567,508	11,962,621
Miscellaneous	126,602	241,373	-	367,975
Assessments	-	50,000	-	50,000
Investment Revenue	56,500	73,180	112,000	241,680
<b>TOTAL REVENUES</b>	<b>3,456,540</b>	<b>5,486,228</b>	<b>9,591,163</b>	<b>18,533,931</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	8,750	-	-	8,750
<b>TOTAL RESOURCES</b>	<b>6,422,736</b>	<b>8,120,562</b>	<b>13,645,908</b>	<b>28,189,206</b>
<b>EXPENDITURES</b>				
Salaries	1,031,702	1,286,357	1,046,681	3,364,740
Benefits	420,486	528,486	429,895	1,378,866
Supplies	136,450	182,300	102,800	421,550
Professional Services	107,240	117,400	60,870	285,510
Community Services	35,000	-	-	35,000
Other Services & Charges	559,766	1,125,244	658,129	2,343,138
Intergovernmental Services	318,500	756,000	293,000	1,367,500
<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,609,143</b>	<b>3,995,787</b>	<b>2,591,374</b>	<b>9,196,304</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	20,000	20,000	95,000	135,000
Capital Projects	100,000	552,000	7,060,500	7,712,500
Debt Service	1,926,000	1,584,369	500	3,510,869
<b>TOTAL EXPENDITURES</b>	<b>4,655,143</b>	<b>6,152,156</b>	<b>9,747,374</b>	<b>20,554,673</b>
<b>OTHER USES</b>				
<b>ENDING FUND BALANCE</b>	<b>1,767,593</b>	<b>1,968,406</b>	<b>3,898,534</b>	<b>7,634,533</b>
<b>TOTAL USES</b>	<b>6,422,736</b>	<b>8,120,562</b>	<b>13,645,908</b>	<b>28,189,206</b>

## CITY OF BAINBRIDGE ISLAND - 2026 ADOPTED BUDGET

	<u>Capital Construction</u>
BEGINNING FUND BALANCE	
Beginning Balance	94,649
REVENUES	
Intergovernment Revenue	1,000,000
TOTAL REVENUES	1,000,000
OTHER SOURCES	
From other Funds and Sub-Funds	380,000
TOTAL RESOURCES	1,474,649
EXPENDITURES	
Salaries	22,798
Benefits	7,982
TOTAL OPERATING EXPENDITURES	30,781
NON-OPERATING EXPENDITURES	
Capital Projects	1,349,200
TOTAL EXPENDITURES	1,379,981
OTHER USES	
ENDING FUND BALANCE	94,668
TOTAL USES	1,474,649

## CITY OF BAINBRIDGE ISLAND - 2026 ADOPTED BUDGET

	Internal Services
BEGINNING FUND BALANCE	
Beginning Balance	1,557,000
REVENUES	
Fees & Service Charges	300,000
Investment Revenue	81,000
TOTAL REVENUES	381,000
TOTAL RESOURCES	1,938,000
EXPENDITURES	
NON-OPERATING EXPENDITURES	
Capital Equipment	330,000
TOTAL EXPENDITURES	330,000
OTHER USES	
ENDING FUND BALANCE	1,608,000
TOTAL USES	1,938,000

**CITY OF BAINBRIDGE ISLAND 2026 ADOPTED BUDGET  
SUMMARY BY FUND**

CITY FUNDS		ESTIMATED BEGINNING BALANCE	REVENUES	NON-REV & TRANSFERS	OPERATING EXPENDITURES	NON-OP EXPENDITURES & TRANSFERS	ENDING BALANCE
001	GENERAL FUND	17,202,675	23,876,862	-	20,600,041	3,474,430	17,005,066
101	STREET FUND	10,000	1,195,988	3,521,966	4,542,954	175,000	10,000
103	REAL ESTATE EXCISE TAX FUND	3,797,547	3,561,000	-	-	2,159,545	5,199,002
104	CIVIC IMPROVEMENT FUND	762,580	404,660	-	400,000	-	767,240
108	AFFORDABLE HOUSING FUND	3,965,102	950,900	-	190,896	-	4,725,107
151	FAR-PUBLIC AMENITIES	15,665	500	-	-	-	16,165
152	FAR-FARMLAND/AGRICULTURE	100,140	3,000	-	-	-	103,140
161	TREE FUND	2,000	-	-	-	-	2,000
171	TRANSP BEN FUND	874,500	903,500	-	-	1,100,000	678,000
173	TRANSPORTATION IMPACT FEE FUND	732,860	170,621	-	-	-	903,481
201	GO BOND FUND	8,000	-	909,545	-	909,545	8,000
203	LID BOND FUND	89,000	-	-	-	-	89,000
301	CAPITAL CONSTRUCTION FUND	94,649	1,000,000	380,000	30,781	1,349,200	94,668
302	LID CAPITAL CONSTRUCTION FUND	-	-	-	-	-	-
401	WATER OPERATING FUND	2,957,446	3,456,540	8,750	2,609,143	2,046,000	1,767,593
402	SEWER OPERATING FUND	2,634,334	5,486,228	-	3,995,787	2,156,369	1,968,406
403	STORM & SURFACE WATER FUND	4,054,745	9,591,163	-	2,591,374	7,156,000	3,898,534
407	BUILDING & DEVELOPMENT FUND	10,000	1,846,967	1,792,714	3,639,681	-	10,000
501	EQUIPMENT RENTAL & REVOLVING	1,557,000	381,000	-	-	330,000	1,608,000
<b>TOTAL CITY FUNDS</b>		<b>38,868,243</b>	<b>52,828,929</b>	<b>6,612,975</b>	<b>38,600,656</b>	<b>20,856,089</b>	<b>38,853,402</b>

CITY OF BAINBRIDGE ISLAND  
2025 AND 2026 ADOPTED BUDGET  
BUDGET COMPARISON - CITYWIDE

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	26,468,851	25,280,500	27,238,060	27,929,814
Fees & Service Charges	3,126,918	3,187,900	3,209,942	3,278,742
Intergovernment Revenue	6,002,559	6,223,200	2,403,120	7,732,037
Fines & Forfeits	65,923	23,500	50,000	51,000
Charges for Utility Services	9,208,457	10,247,000	11,054,850	11,962,621
Miscellaneous	973,364	489,500	1,469,960	581,375
Assessments	74,126	75,000	50,000	50,000
Investment Revenue	2,883,811	2,000,000	2,043,985	1,243,340
Gain on Sale of Fixed Assets	33,366	-	-	-
<b>TOTAL REVENUES</b>	<b>48,837,374</b>	<b>47,526,600</b>	<b>47,519,917</b>	<b>52,828,929</b>
<b>OTHER SOURCES</b>				
Loans/Sale of Bonds	563,673	13,004,078	24,935,980	-
From other Funds and Sub-Funds	11,078,874	11,698,579	7,044,062	6,612,975
Beginning Fund Balance	56,454,889	53,866,408	44,458,000	38,868,243
<b>TOTAL RESOURCES</b>	<b>116,934,811</b>	<b>126,095,665</b>	<b>123,957,959</b>	<b>98,310,147</b>
<b>EXPENDITURES</b>				
Salaries	13,959,422	15,768,552	15,974,826	16,752,623
Benefits	5,200,598	5,577,165	6,237,324	6,538,718
Supplies	1,777,347	1,400,640	1,256,400	1,266,970
Professional Services	3,965,188	5,510,774	2,752,580	2,847,037
Community Services	968,907	1,031,800	1,032,000	1,022,000
Other Services & Charges	5,424,059	8,839,374	7,840,543	8,195,809
Intergovernmental Services	1,935,108	2,062,800	1,975,600	2,077,500
<b>TOTAL OPERATING EXPENDITURES</b>	<b>33,230,630</b>	<b>40,191,105</b>	<b>37,069,273</b>	<b>38,700,656</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	327,976	770,000	870,000	660,000
Capital Projects	11,467,179	15,767,600	36,567,633	9,061,700
Debt Service	3,017,068	3,151,077	3,538,750	4,421,414
<b>TOTAL EXPENDITURES</b>	<b>48,042,852</b>	<b>59,879,782</b>	<b>78,045,656</b>	<b>52,843,770</b>
<b>OTHER USES</b>				
To Other Funds and Sub-Funds	11,077,368	11,698,579	7,044,062	6,612,975
<b>TOTAL USES</b>	<b>59,120,220</b>	<b>71,578,361</b>	<b>85,089,718</b>	<b>59,456,745</b>
<b>Ending Fund Balance</b>	<b>57,814,591</b>	<b>54,517,304</b>	<b>38,868,241</b>	<b>38,853,402</b>

CITY OF BAINBRIDGE ISLAND

2025 AND 2026

REVENUES BY FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>TAX SUPPORTED REVENUES</b>				
<b>GENERAL FUND</b>				
Property Taxes	8,291,475	8,425,000	8,573,000	8,723,490
Sales and Use Tax	6,833,892	7,070,000	7,035,300	7,246,000
Sales Tax - Criminal Justice	563,049	530,000	529,500	545,250
B&O Tax and Penalties	802,463	750,000	863,300	906,472
Utility Tax on Private Utilities	3,039,606	2,811,000	3,240,000	3,280,500
Utility Tax on City Utilities	671,322	675,000	884,400	972,840
Leasehold & Other Taxes	23,046	14,500	26,000	26,500
<b>Taxes</b>	<b>20,224,854</b>	<b>20,275,500</b>	<b>21,151,500</b>	<b>21,701,052</b>
Business License & Penalties	236,696	180,000	184,500	186,300
Franchise Fees on Cable TV	410,369	395,000	404,500	408,400
Franchise Fees on Cable TV - PEG Ca	23,703	25,000	26,000	26,240
Other Licenses & Permits	2,906	3,000	4,500	4,575
Adult Probation Fees	15,058	25,000	25,500	26,010
Court Fees & Law Enforcement Charge	369	1,200	1,200	1,230
All Other Taxes	81,966	37,000	38,200	38,955
Interfund Rent	247,539	241,000	245,600	250,530
<b>Fees &amp; Service Charges</b>	<b>1,018,605</b>	<b>907,200</b>	<b>930,000</b>	<b>942,240</b>
Criminal Justice	95,353	80,200	57,520	58,670
Liquor Excise	175,707	172,000	125,000	127,500
Liquor Profits	191,605	191,000	139,000	141,780
Law Enforcement/Homeland Security Grants	35,393	80,000	-	-
Planning and Other Operating Grants	3,687,406	-	-	-
Vessel Registration	-	15,000	11,000	11,220
Other Intergovernmental Revenue	16,395	-	-	-
<b>Intergovernment Revenue</b>	<b>4,201,858</b>	<b>538,200</b>	<b>332,520</b>	<b>339,170</b>
Traffic Fines	33,703	15,000	20,000	20,400
Parking Fines	26,463	5,000	25,000	25,500
D.U.I. Penalties	1,047	2,000	3,500	3,570
Other Traffic Misdemeanors	388	500	500	510
Non-Traffic Misdemeanors	3,873	-	-	-
Court Recoupments	-	500	500	510
All Other Fines & Forfeits	450	500	500	510
<b>Fines &amp; Forfeits</b>	<b>65,923</b>	<b>23,500</b>	<b>50,000</b>	<b>51,000</b>
Facilities Rental	24,850	9,000	12,500	12,750
Dock Use Charges	88,131	72,000	98,500	100,490
Private Donations/Sales of PDRs/FAR	20,000	-	-	-
All Other Miscellaneous	28,341	25,000	95,200	97,100
Electric Car Charger Revenue	3,177	2,000	3,000	3,060
<b>Miscellaneous</b>	<b>164,499</b>	<b>108,000</b>	<b>209,200</b>	<b>213,400</b>
Interest	1,725,754	1,220,000	925,000	630,000
<b>Investment Revenue</b>	<b>1,725,754</b>	<b>1,220,000</b>	<b>925,000</b>	<b>630,000</b>
Gain on Sale of Fixed Assets	11,136	-	-	-
<b>Gain on Sale of Fixed Assets</b>	<b>11,136</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL GENERAL FUND</b>	<b>27,412,629</b>	<b>23,072,400</b>	<b>23,598,220</b>	<b>23,876,862</b>

CITY OF BAINBRIDGE ISLAND

2025 AND 2026

REVENUES BY FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b><u>STREETS</u></b>				
Commercial Parking Lot Tax	624,453	600,000	665,060	678,362
Right of Way Permits	28,850	35,000	35,700	36,414
Other Revenues-Streets	5,028	-	-	-
M.V. Fuel Tax - Streets & Arterials	464,017	450,000	450,000	450,000
Other Revenues-Streets	32,539	30,000	30,600	31,212
ARPA Grant Revenue	255,997	-	-	-
Other Revenues-Streets	72,230	-	-	-
<b>TOTAL STREETS</b>	<b>1,483,113</b>	<b>1,115,000</b>	<b>1,181,360</b>	<b>1,195,988</b>
<b><u>BUILDING &amp; DEVELOPMENT SERVICES</u></b>				
Building Permits & Inspections	528,981	500,000	650,000	669,500
Planning Review of Building Permits	86,851	100,000	50,000	51,500
Fire Inspections & Reviews	43,382	64,000	62,613	65,000
Engineering Fees	5,140	32,000	36,400	37,492
Zoning & Subdivision	261,540	261,000	343,775	354,095
Plan Checking Fees	302,632	375,000	390,000	401,700
Other Planning & Development Fees	169,103	203,700	259,894	267,680
ARPA Grant Revenue	521,011	-	-	-
Interest on Investments & Other Rev	250	-	-	-
<b>TOTAL BUILDING &amp; DEVELOPMENT SERVICES</b>	<b>1,918,890</b>	<b>1,535,700</b>	<b>1,792,682</b>	<b>1,846,967</b>
<b><u>SPECIAL REVENUE FUNDS</u></b>				
<b>REAL ESTATE EXCISE TAX FUND</b>				
Real Estate Excise Tax	2,910,207	2,500,000	3,365,000	3,432,000
Interest on Investments-Real Estate	77,754	50,000	126,500	129,000
	2,987,962	2,550,000	3,491,500	3,561,000
<b>CIVIC IMPROVEMENT FUND</b>				
Hotel/Motel Tax	429,222	330,000	350,000	380,000
Interest on Investments & Other Rev	28,080	18,000	28,580	24,660
	457,302	348,000	378,580	404,660
<b>AFFORDABLE HOUSING FUND</b>				
Sales and Use Tax-Affordable Housin	844,061	775,000	823,500	846,900
ARPA Grant Revenue	-	2,000,000	-	-
All Other Miscellaneous	52,045	-	-	-
Interest on Investments & Other Rev	82,837	55,000	115,000	104,000
	978,943	2,830,000	938,500	950,900
<b>FAR-PUBLIC AMENITIES</b>				
Interest on Investments & Other Rev	36	10,000	665	500
	36	10,000	665	500
<b>FAR-FARMLAND/AGRICULTURE</b>				
Interest on Investments & Other Rev	2,993	20,000	4,140	3,000
	2,993	20,000	4,140	3,000
<b>TREE FUND</b>				
Interest on Investments & Other Rev	69	-	-	-
	69	-	-	-
<b>TRANSP BEN FUND</b>				
Transportation Benefit	782,461	800,000	883,000	891,500
Interest	25,198	17,000	21,500	12,000

CITY OF BAINBRIDGE ISLAND  
2025 AND 2026  
REVENUES BY FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>TRANSPORTATION IMPACT FEE FUND</b>				
Transportation Impact Fee	807,658	817,000	904,500	903,500
Interest on Investments	151,233	110,000	151,560	153,121
	10,749	7,000	17,300	17,500
	161,982	117,000	168,860	170,621
<b>ARPA FUND</b>				
Interest on Investments	28,984	-	-	-
	28,984	-	-	-
<b>TOTAL SPECIAL REVENUE</b>	<b>5,425,930</b>	<b>6,692,000</b>	<b>5,886,745</b>	<b>5,994,181</b>

CITY OF BAINBRIDGE ISLAND  
2025 AND 2026  
REVENUES BY FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b><u>BOND FUNDS</u></b>				
<b>GO BOND FUND</b>				
Property Taxes - BOND LEVY	653,593	-	-	-
<b>TOTAL BOND FUNDS</b>	<b>653,593</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>CAPITAL &amp; LID CONSTRUCTION FUNDS</u></b>				
<b>CAPITAL CONSTRUCTION FUND</b>				
WA State & Local Grants & Donations	56,396	-	-	-
US Government Grants	42,198	2,435,000	1,590,000	1,000,000
ARPA Grant Revenue	237,302	-	-	-
<b>LID CAPITAL CONSTRUCTION FUND</b>				
<b>TOTAL CAPITAL &amp; LID CONSTRUCTION FUNDS</b>	<b>335,897</b>	<b>2,435,000</b>	<b>1,590,000</b>	<b>1,000,000</b>
<b>TOTAL TAX SUPPORTED REVENUES</b>	<b>37,230,051</b>	<b>34,850,100</b>	<b>34,049,007</b>	<b>33,913,998</b>

CITY OF BAINBRIDGE ISLAND

2025 AND 2026

REVENUES BY FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>UTILITY REVENUES</b>				
<b>UTILITY SUPPORTED FUNDS</b>				
<b>WATER OPERATING FUND</b>				
Water Charges	572	-	-	-
Water Charges	1,549,755	2,109,000	2,618,750	3,273,438
Grants & Donations	-	-	900,000	-
Connections & All Others	161,055	112,500	124,120	126,602
Interest on Investments-Utility	226,668	155,000	132,000	56,500
	<b>1,938,050</b>	<b>2,376,500</b>	<b>3,774,870</b>	<b>3,456,540</b>
<b>SEWER OPERATING FUND</b>				
COVID19-ARPA & CARES GRANTS	53,220	-	-	-
Sewer Charges	4,469,120	4,850,000	4,972,500	5,121,675
Connections & All Others	505,871	269,000	236,640	241,373
U.L.I.D. Assessments	74,126	75,000	50,000	50,000
U.L.I.D. Assessments	20,634	4,000	-	-
Interest on Investments-Utility	253,056	171,000	313,300	73,180
	<b>5,376,027</b>	<b>5,369,000</b>	<b>5,572,440</b>	<b>5,486,228</b>
<b>STORM &amp; SURFACE WATER FUND</b>				
Connections & All Others	138,020	770,000	-	5,911,655
Storm Water Management Charges	3,189,583	3,288,000	3,463,600	3,567,508
All Other Miscellaneous	17,414	-	-	-
Connections & All Others	22,230	-	-	-
Interest on Investments-Utility	272,675	185,000	250,000	112,000
	<b>3,639,922</b>	<b>4,243,000</b>	<b>3,713,600</b>	<b>9,591,163</b>
<b>TOTAL UTILITY REVENUES</b>	<b>10,953,998</b>	<b>11,988,500</b>	<b>13,060,910</b>	<b>18,533,931</b>
<b>Internal Services</b>				
<b>EQUIPMENT RENTAL &amp; REVOLVING</b>				
Equipment & Vehicle	525,000	600,000	300,000	300,000
Interest on Investments	128,325	88,000	110,000	81,000
<b>TOTAL INTERNAL SERVICES FUND</b>	<b>653,325</b>	<b>688,000</b>	<b>410,000</b>	<b>381,000</b>
<b>TOTAL REVENUE ALL FUNDS</b>	<b>48,837,374</b>	<b>47,526,600</b>	<b>47,519,917</b>	<b>51,029,933</b>

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 GENERAL FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	20,224,854	20,275,500	21,151,500	21,701,052
Fees & Service Charges	1,018,605	907,200	930,000	942,240
Intergovernment Revenue	4,201,858	538,200	332,520	339,170
Fines & Forfeits	65,923	23,500	50,000	51,000
Miscellaneous	164,499	108,000	209,200	213,400
Investment Revenue	1,725,754	1,220,000	925,000	630,000
Gain on Sale of Fixed Assets	11,136	-	-	-
<b>TOTAL REVENUES</b>	<b>27,412,629</b>	<b>23,072,400</b>	<b>23,598,220</b>	<b>23,876,862</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	140,144	-	-	-
Beginning Fund Balance	22,533,163	22,510,607	16,873,000	17,202,675
<b>TOTAL RESOURCES</b>	<b>50,085,936</b>	<b>45,583,007</b>	<b>40,471,220</b>	<b>41,079,537</b>
<b>EXPENDITURES</b>				
Salaries	8,098,590	8,973,313	9,139,478	9,605,193
Benefits	2,916,145	3,154,782	3,502,988	3,666,345
Supplies	958,649	799,438	601,550	608,410
Professional Services	3,130,078	2,704,474	2,034,284	2,031,837
Community Services	504,170	619,400	572,000	562,000
Other Services & Charges	2,716,522	3,878,730	3,212,136	3,417,256
Intergovernmental Services	760,448	918,300	690,000	709,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>19,084,602</b>	<b>21,048,437</b>	<b>19,752,436</b>	<b>20,600,041</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	-	-	-	20,000
Capital Projects	6,195	-	-	-
Debt Service	1,383	-	1,000	1,000
<b>TOTAL EXPENDITURES</b>	<b>19,092,180</b>	<b>21,048,437</b>	<b>19,753,436</b>	<b>20,621,041</b>
<b>OTHER USES</b>				
To Other Funds and Sub-Funds	7,211,366	7,868,179	3,515,109	3,453,430
<b>TOTAL USES</b>	<b>26,303,545</b>	<b>28,916,616</b>	<b>23,268,545</b>	<b>24,074,471</b>
 Ending Fund Balance	 23,782,391	 16,666,391	 17,202,675	 17,005,066

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 STREET FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	624,453	600,000	665,060	678,362
Fees & Service Charges	33,878	35,000	35,700	36,414
Intergovernment Revenue	752,552	480,000	480,600	481,212
Miscellaneous	50,000	-	-	-
Gain on Sale of Fixed Assets	22,230	-	-	-
<b>TOTAL REVENUES</b>	<b>1,483,113</b>	<b>1,115,000</b>	<b>1,181,360</b>	<b>1,195,988</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	1,613,630	3,178,936	3,116,996	3,521,966
Beginning Fund Balance	52,847	10,000	10,000	10,000
<b>TOTAL RESOURCES</b>	<b>3,149,590</b>	<b>4,303,936</b>	<b>4,308,356</b>	<b>4,727,954</b>
<b>EXPENDITURES</b>				
Salaries	1,215,167	1,294,166	1,429,366	1,507,887
Benefits	499,456	484,990	570,709	599,936
Supplies	335,256	227,586	229,800	233,010
Professional Services	202,267	219,060	195,900	209,990
Other Services & Charges	815,362	1,985,227	1,821,581	1,991,131
Intergovernmental Services	-	1,500	1,000	1,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>3,067,509</b>	<b>4,212,529</b>	<b>4,248,356</b>	<b>4,542,954</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	-	-	50,000	175,000
<b>TOTAL EXPENDITURES</b>	<b>3,067,509</b>	<b>4,212,529</b>	<b>4,298,356</b>	<b>4,717,954</b>
<b>TOTAL USES</b>	<b>3,067,509</b>	<b>4,212,529</b>	<b>4,298,356</b>	<b>4,717,954</b>
 Ending Fund Balance	 82,081	 91,407	 10,000	 10,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 REAL ESTATE EXCISE TAX FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	2,910,207	2,500,000	3,365,000	3,432,000
Investment Revenue	77,754	50,000	126,500	129,000
<b>TOTAL REVENUES</b>	<b>2,987,962</b>	<b>2,550,000</b>	<b>3,491,500</b>	<b>3,561,000</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	953	-	-	-
Beginning Fund Balance	2,145,584	2,428,160	2,835,000	3,797,547
<b>TOTAL RESOURCES</b>	<b>5,134,500</b>	<b>4,978,160</b>	<b>6,326,500</b>	<b>7,358,547</b>
<b>OTHER USES</b>				
To Other Funds and Sub-Funds	2,349,153	3,227,064	2,528,953	2,159,545
<b>TOTAL USES</b>	<b>2,349,153</b>	<b>3,227,064</b>	<b>2,528,953</b>	<b>2,159,545</b>
<b>Ending Fund Balance</b>	<b>2,785,347</b>	<b>1,751,096</b>	<b>3,797,547</b>	<b>5,199,002</b>

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 CIVIC IMPROVEMENT FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	429,222	330,000	350,000	380,000
Investment Revenue	28,080	18,000	28,580	24,660
<b>TOTAL REVENUES</b>	<b>457,302</b>	<b>348,000</b>	<b>378,580</b>	<b>404,660</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	551,280	441,500	784,000	762,580
<b>TOTAL RESOURCES</b>	<b>1,008,583</b>	<b>789,500</b>	<b>1,162,580</b>	<b>1,167,240</b>
<b>EXPENDITURES</b>				
Community Services	293,052	350,000	400,000	400,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>293,052</b>	<b>350,000</b>	<b>400,000</b>	<b>400,000</b>
<b>TOTAL EXPENDITURES</b>	<b>293,052</b>	<b>350,000</b>	<b>400,000</b>	<b>400,000</b>
<b>TOTAL USES</b>	<b>293,052</b>	<b>350,000</b>	<b>400,000</b>	<b>400,000</b>
Ending Fund Balance	715,531	439,500	762,580	767,240

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 AFFORDABLE HOUSING FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	844,061	775,000	823,500	846,900
Intergovernment Revenue	-	2,000,000	-	-
Miscellaneous	52,045	-	-	-
Investment Revenue	82,837	55,000	115,000	104,000
<b>TOTAL REVENUES</b>	<b>978,943</b>	<b>2,830,000</b>	<b>938,500</b>	<b>950,900</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	-	-	-	-
Beginning Fund Balance	1,432,435	2,191,867	3,212,000	3,965,102
<b>TOTAL RESOURCES</b>	<b>2,411,378</b>	<b>5,021,867</b>	<b>4,150,500</b>	<b>4,916,002</b>
<b>EXPENDITURES</b>				
Salaries	7,181	120,475	58,400	62,458
Benefits	3,047	48,190	26,999	28,438
Supplies	3,579	2,000	-	-
Professional Services	33	2,030,000	-	-
Community Services	79,737	27,400	25,000	25,000
Other Services & Charges	-	2,500	75,000	75,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>93,577</b>	<b>2,230,565</b>	<b>185,399</b>	<b>190,896</b>
<b>TOTAL EXPENDITURES</b>	<b>93,577</b>	<b>2,230,565</b>	<b>185,399</b>	<b>190,896</b>
<b>TOTAL USES</b>	<b>93,577</b>	<b>2,230,565</b>	<b>185,399</b>	<b>190,896</b>
Ending Fund Balance	2,317,801	2,791,302	3,965,102	4,725,107

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 FAR-PUBLIC AMENITIES FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Investment Revenue	36	10,000	665	500
<b>TOTAL REVENUES</b>	<b>36</b>	<b>10,000</b>	<b>665</b>	<b>500</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	21,770	38,800	15,000	15,665
<b>TOTAL RESOURCES</b>	<b>21,806</b>	<b>48,800</b>	<b>15,665</b>	<b>16,165</b>
<b>EXPENDITURES</b>				
Other Services & Charges	7,179	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>7,179</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>7,179</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL USES</b>	<b>7,179</b>	<b>-</b>	<b>-</b>	<b>-</b>
Ending Fund Balance	14,627	48,800	15,665	16,165

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 FAR-FARMLAND/AGRICULTURE FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Investment Revenue	2,993	20,000	4,140	3,000
<b>TOTAL REVENUES</b>	<b>2,993</b>	<b>20,000</b>	<b>4,140</b>	<b>3,000</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	98,870	126,500	96,000	100,140
<b>TOTAL RESOURCES</b>	<b>101,863</b>	<b>146,500</b>	<b>100,140</b>	<b>103,140</b>
<b>EXPENDITURES</b>				
Other Services & Charges	10,768	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>10,768</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>10,768</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL USES</b>	<b>10,768</b>	<b>-</b>	<b>-</b>	<b>-</b>
Ending Fund Balance	91,095	146,500	100,140	103,140

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 TREE FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Investment Revenue	69	-	-	-
<b>TOTAL REVENUES</b>	<b>69</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	1,552	1,500	2,000	2,000
<b>TOTAL RESOURCES</b>	<b>1,621</b>	<b>1,500</b>	<b>2,000</b>	<b>2,000</b>
Ending Fund Balance	1,621	1,500	2,000	2,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 TRANSPORTATION BENEFIT FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	782,461	800,000	883,000	891,500
Investment Revenue	25,198	17,000	21,500	12,000
<b>TOTAL REVENUES</b>	<b>807,658</b>	<b>817,000</b>	<b>904,500</b>	<b>903,500</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	1,461,319	846,742	1,070,000	874,500
<b>TOTAL RESOURCES</b>	<b>2,268,977</b>	<b>1,663,742</b>	<b>1,974,500</b>	<b>1,778,000</b>
<b>EXPENDITURES</b>				
Professional Services	88,019	-	100,000	100,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>88,019</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>TOTAL EXPENDITURES</b>	<b>88,019</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>
<b>OTHER USES</b>				
To Other Funds and Sub-Funds	1,377,258	603,337	1,000,000	1,000,000
<b>TOTAL USES</b>	<b>1,465,276</b>	<b>603,337</b>	<b>1,100,000</b>	<b>1,100,000</b>
 Ending Fund Balance	 803,701	 1,060,405	 874,500	 678,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 TRANSPORTATION IMPACT FEE FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Fees & Service Charges	151,233	110,000	151,560	153,121
Investment Revenue	10,749	7,000	17,300	17,500
<b>TOTAL REVENUES</b>	<b>161,982</b>	<b>117,000</b>	<b>168,860</b>	<b>170,621</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	200,076	279,600	564,000	732,860
<b>TOTAL RESOURCES</b>	<b>362,058</b>	<b>396,600</b>	<b>732,860</b>	<b>903,481</b>
Ending Fund Balance	362,058	396,600	732,860	903,481

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 GO BOND FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Taxes	653,593	-	-	-
<b>TOTAL REVENUES</b>	<b>653,593</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	935,175	927,665	924,005	909,545
Beginning Fund Balance	5,657	600	8,000	8,000
<b>TOTAL RESOURCES</b>	<b>1,594,424</b>	<b>928,265</b>	<b>932,005</b>	<b>917,545</b>
<b>EXPENDITURES</b>				
<b>NON-OPERATING EXPENDITURES</b>				
Debt Service	1,590,375	927,665	924,005	909,545
<b>TOTAL EXPENDITURES</b>	<b>1,590,375</b>	<b>927,665</b>	<b>924,005</b>	<b>909,545</b>
<b>TOTAL USES</b>	<b>1,590,375</b>	<b>927,665</b>	<b>924,005</b>	<b>909,545</b>
 Ending Fund Balance	 4,050	 600	 8,000	 8,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 LID BOND FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>OTHER SOURCES</b>				
Beginning Fund Balance	128,319	88,925	89,000	89,000
<b>TOTAL RESOURCES</b>	<b>128,319</b>	<b>88,925</b>	<b>89,000</b>	<b>89,000</b>
<b>EXPENDITURES</b>				
NON-OPERATING EXPENDITURES				
Debt Service	39,044	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>39,044</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL USES</b>	<b>39,044</b>	<b>-</b>	<b>-</b>	<b>-</b>
Ending Fund Balance	89,275	88,925	89,000	89,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 CAPITAL CONSTRUCTION FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Intergovernment Revenue	335,897	2,435,000	1,590,000	1,000,000
<b>TOTAL REVENUES</b>	<b>335,897</b>	<b>2,435,000</b>	<b>1,590,000</b>	<b>1,000,000</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	6,745,706	5,530,594	1,259,948	380,000
Beginning Fund Balance	8,177,257	8,100,500	5,969,000	94,649
<b>TOTAL RESOURCES</b>	<b>15,258,860</b>	<b>16,066,094</b>	<b>8,818,948</b>	<b>1,474,649</b>
<b>EXPENDITURES</b>				
<b>NON-OPERATING EXPENDITURES</b>				
Capital Projects	8,751,891	7,965,596	8,724,299	1,379,981
<b>TOTAL EXPENDITURES</b>	<b>8,751,891</b>	<b>7,965,596</b>	<b>8,724,299</b>	<b>1,379,981</b>
<b>OTHER USES</b>				
To Other Funds and Sub-Funds	110,607	-	-	-
<b>TOTAL USES</b>	<b>8,862,498</b>	<b>7,965,596</b>	<b>8,724,299</b>	<b>1,379,981</b>
 Ending Fund Balance	 6,396,362	 8,100,498	 94,649	 94,668

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 WATER FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Fees & Service Charges	572	-	-	-
Charges for Utility Services	1,549,755	2,109,000	2,618,750	3,273,438
Miscellaneous	161,055	112,500	1,024,120	126,602
Investment Revenue	226,668	155,000	132,000	56,500
<b>TOTAL REVENUES</b>	<b>1,938,050</b>	<b>2,376,500</b>	<b>3,774,870</b>	<b>3,456,540</b>
<b>OTHER SOURCES</b>				
Loans/Sale of Bonds	498,025	11,674,078	15,430,000	-
From other Funds and Sub-Funds	78,750	8,750	8,750	8,750
Beginning Fund Balance	5,677,082	4,913,901	620,000	2,957,446
<b>TOTAL RESOURCES</b>	<b>8,191,907</b>	<b>18,973,229</b>	<b>19,833,620</b>	<b>6,422,736</b>
<b>EXPENDITURES</b>				
Salaries	663,893	852,405	952,814	1,016,340
Benefits	261,591	309,179	390,610	415,083
Supplies	181,066	99,419	135,950	136,450
Professional Services	107,559	108,750	106,550	107,240
Community Services	35,000	35,000	35,000	35,000
Other Services & Charges	335,644	602,369	555,216	559,766
Intergovernmental Services	178,787	160,000	261,100	318,500
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,763,541</b>	<b>2,167,121</b>	<b>2,437,240</b>	<b>2,588,378</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	-	-	-	20,000
Capital Projects	1,316,747	1,255,571	13,028,934	120,765
Debt Service	33,904	757,000	1,410,000	1,926,000
<b>TOTAL EXPENDITURES</b>	<b>3,114,192</b>	<b>4,179,692</b>	<b>16,876,174</b>	<b>4,655,143</b>
<b>TOTAL USES</b>	<b>3,114,192</b>	<b>4,179,692</b>	<b>16,876,174</b>	<b>4,655,143</b>
 Ending Fund Balance	 5,077,716	 14,793,537	 2,957,446	 1,767,593

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 SEWER FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Intergovernment Revenue	53,220	-	-	-
Charges for Utility Services	4,469,120	4,850,000	4,972,500	5,121,675
Miscellaneous	505,871	269,000	236,640	241,373
Assessments	74,126	75,000	50,000	50,000
Investment Revenue	273,690	175,000	313,300	73,180
<b>TOTAL REVENUES</b>	<b>5,376,027</b>	<b>5,369,000</b>	<b>5,572,440</b>	<b>5,486,228</b>
<b>OTHER SOURCES</b>				
Loans/Sale of Bonds	65,648	1,330,000	9,505,980	-
From other Funds and Sub-Funds	126,000	-	-	-
Beginning Fund Balance	5,576,585	4,924,651	3,515,000	2,634,334
<b>TOTAL RESOURCES</b>	<b>11,144,260</b>	<b>11,623,651</b>	<b>18,593,420</b>	<b>8,120,562</b>
<b>EXPENDITURES</b>				
Salaries	903,176	1,311,817	1,210,495	1,280,161
Benefits	351,673	475,249	496,931	526,334
Supplies	212,183	169,780	183,800	182,300
Professional Services	178,057	132,740	115,500	117,400
Other Services & Charges	911,360	1,437,914	1,114,844	1,125,244
Intergovernmental Services	697,668	718,000	737,500	756,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>3,254,117</b>	<b>4,245,500</b>	<b>3,859,070</b>	<b>3,987,438</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	-	-	-	20,000
Capital Projects	714,283	4,110,724	10,937,930	560,349
Debt Service	1,300,947	1,415,250	1,162,087	1,584,369
<b>TOTAL EXPENDITURES</b>	<b>5,269,347</b>	<b>9,771,474</b>	<b>15,959,086</b>	<b>6,152,156</b>
<b>TOTAL USES</b>	<b>5,269,347</b>	<b>9,771,474</b>	<b>15,959,086</b>	<b>6,152,156</b>
 Ending Fund Balance	 5,874,913	 1,852,177	 2,634,334	 1,968,406

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 STORM & SURFACE WATER FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Intergovernment Revenue	138,020	770,000	-	5,911,655
Charges for Utility Services	3,189,583	3,288,000	3,463,600	3,567,508
Miscellaneous	39,644	-	-	-
Investment Revenue	272,675	185,000	250,000	112,000
<b>TOTAL REVENUES</b>	<b>3,639,922</b>	<b>4,243,000</b>	<b>3,713,600</b>	<b>9,591,163</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	-	176,000	-	-
Beginning Fund Balance	5,536,097	3,739,555	6,819,000	4,054,745
<b>TOTAL RESOURCES</b>	<b>9,176,018</b>	<b>8,158,555</b>	<b>10,532,600</b>	<b>13,645,908</b>
<b>EXPENDITURES</b>				
Salaries	722,191	847,742	953,469	1,009,021
Benefits	268,657	284,074	392,098	413,642
Supplies	80,788	90,951	101,300	102,800
Professional Services	190,360	84,950	57,900	60,870
Other Services & Charges	350,221	633,831	631,679	658,129
Intergovernmental Services	297,982	265,000	286,000	293,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,910,200</b>	<b>2,206,548</b>	<b>2,422,446</b>	<b>2,537,461</b>
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	-	-	-	95,000
Capital Projects	978,723	2,753,792	4,013,751	7,114,413
Debt Service	51,416	51,162	41,658	500
<b>TOTAL EXPENDITURES</b>	<b>2,940,339</b>	<b>5,011,502</b>	<b>6,477,855</b>	<b>9,747,374</b>
<b>TOTAL USES</b>	<b>2,940,339</b>	<b>5,011,502</b>	<b>6,477,855</b>	<b>9,747,374</b>
Ending Fund Balance	6,235,679	3,147,053	4,054,745	3,898,534

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 BUILDING & DEVELOPMENT FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Fees & Service Charges	1,397,629	1,535,700	1,792,682	1,846,967
Intergovernment Revenue	521,011	-	-	-
Miscellaneous	250	-	-	-
<b>TOTAL REVENUES</b>	<b>1,918,890</b>	<b>1,535,700</b>	<b>1,792,682</b>	<b>1,846,967</b>
<b>OTHER SOURCES</b>				
From other Funds and Sub-Funds	1,438,516	1,876,634	1,734,363	1,792,714
Beginning Fund Balance	10,000	10,000	10,000	10,000
<b>TOTAL RESOURCES</b>	<b>3,367,406</b>	<b>3,422,334</b>	<b>3,537,045</b>	<b>3,649,681</b>
<b>EXPENDITURES</b>				
Salaries	2,159,144	2,130,606	2,130,871	2,189,546
Benefits	791,841	740,645	819,640	857,151
Supplies	3,433	11,466	4,000	4,000
Professional Services	125,764	230,800	217,300	219,700
Other Services & Charges	277,002	298,803	355,234	369,284
Intergovernmental Services	222	-	-	-
<b>TOTAL OPERATING EXPENDITURES</b>	<b>3,357,406</b>	<b>3,412,320</b>	<b>3,527,045</b>	<b>3,639,681</b>
<b>TOTAL EXPENDITURES</b>	<b>3,357,406</b>	<b>3,412,320</b>	<b>3,527,045</b>	<b>3,639,681</b>
<b>TOTAL USES</b>	<b>3,357,406</b>	<b>3,412,320</b>	<b>3,527,045</b>	<b>3,639,681</b>
Ending Fund Balance	10,000	10,014	10,000	10,000

CITY OF BAINBRIDGE ISLAND  
 FY 2025 & 2026 ADOPTED BUDGET  
 EQUIPMENT RENTAL & REVOLVING FUND

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>REVENUES</b>				
Fees & Service Charges	525,000	600,000	300,000	300,000
Investment Revenue	128,325	88,000	110,000	81,000
<b>TOTAL REVENUES</b>	<b>653,325</b>	<b>688,000</b>	<b>410,000</b>	<b>381,000</b>
<b>OTHER SOURCES</b>				
Beginning Fund Balance	2,844,995	3,213,000	1,967,000	1,557,000
<b>TOTAL RESOURCES</b>	<b>3,498,319</b>	<b>3,901,000</b>	<b>2,377,000</b>	<b>1,938,000</b>
<b>EXPENDITURES</b>				
<b>NON-OPERATING EXPENDITURES</b>				
Capital Equipment	327,976	770,000	820,000	330,000
<b>TOTAL EXPENDITURES</b>	<b>327,976</b>	<b>770,000</b>	<b>820,000</b>	<b>330,000</b>
<b>TOTAL USES</b>	<b>327,976</b>	<b>770,000</b>	<b>820,000</b>	<b>330,000</b>
Ending Fund Balance	3,170,344	3,131,000	1,557,000	1,608,000

**COMMUNITY SERVICES**

**EXECUTIVE DEPARTMENT**

**Executive Department-Community Services**

**Health Housing & Human Services:**

	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Community Funding	330,000	330,000	330,000
Facilitation: 2025-26 cycle	5,000	5,000	5,000
Subtotal	335,000	335,000	335,000

**Affordable Housing:**

Housing Resource Board (HRB)-IMHP Management	9,000	5,000	5,000
Housing Resource Board (HRB)-IMHP Rent Default	13,400	15,000	15,000
Housing Resource Board (HRB)-Income Verification	5,000	5,000	5,000
Subtotal	27,400	25,000	25,000

**Cultural Element Implementation:**

Community Funding	150,000	150,000	150,000
Facilitation: 2025-26 cycle	5,000	5,000	5,000
Subtotal	155,000	155,000	155,000

**Public Art Program:**

General Fund Support to Public Art Subfund (Project)	77,400	50,000	50,000
General Fund Support to Public Art Subfund (Admin)	12,000	12,000	12,000
Subtotal	89,400	62,000	62,000

**Community & Economic Development:**

Kitsap Economic Development Alliance (KEDA)	10,000	20,000	10,000
Transfer to BIDA via Water	35,000	35,000	35,000
Economic Development	30,000	-	-
Subtotal Community & Economic Development	75,000	55,000	45,000

EXECUTIVE DEPARTMENT SUBTOTAL	681,800	632,000	622,000
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**General Government-Community Services-Civic Improvement Fund Supported**

**Economic Development:**

Economic Development	350,000	400,000	400,000
Subtotal Civic Improvement Fund-General Government	350,000	400,000	400,000

**TOTAL COMMUNITY SERVICES**

<b>\$ 1,031,800</b>	<b>\$ 1,032,000</b>	<b>\$ 1,022,000</b>
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## OUTSIDE PROFESSIONAL SERVICES

	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>LEGISLATIVE DEPARTMENT</b>			
Lobbying Services	50,000	52,000	53,820
Legislative - Outside Professional Services Tax Supported	25,000	15,000	15,000
<b>Total Legislative Outside Professional Services</b>	<b>75,000</b>	<b>67,000</b>	<b>68,820</b>
<b>MUNICIPAL COURT</b>			
<b>Municipal Court - Outside Professional Services-Tax Supported</b>			
Court Security	-	12,480	12,917
Judge Pro-Tem	4,000	6,000	6,000
Interpreters & Expert Witnesses	3,000	3,000	3,000
Investigator	1,000	1,500	1,500
<b>Total Municipal Court Outside Professional Services</b>	<b>8,000</b>	<b>22,980</b>	<b>23,417</b>
<b>EXECUTIVE DEPARTMENT</b>			
<b>Executive - Outside Professional Services-Tax Supported</b>			
Legal - City Attorney Services	369,000	411,000	444,290
Legal - Outside Legal Services	269,090	195,000	165,000
Legal - Outside Attorney Labor Negotiations	-	30,000	30,000
Legal - Litigation	150,000	60,000	60,000
Prosecuting Attorney	144,500	141,200	146,800
Public Defender/Conflict Public Defender	79,380	82,600	85,500
Subtotal Legal Tax Supported	1,011,970	919,800	931,590
<b>Executive - Outside Professional Services-Utility Supported</b>			
Legal - City Attorney Services	52,000	62,000	63,860
Subtotal Legal Utility Supported	52,000	62,000	63,860
<b>Hearing Examiner</b>			
Hearing Examiner	50,000	50,000	50,000
Subtotal Hearing Examiner	50,000	50,000	50,000
Climate Change Efforts	100,000	-	-
Sustainable Transportation	-	100,000	100,000
City Website Redesign	-	100,000	-
Community Survey	-	-	25,000
Executive Contracts	275,758	165,000	165,000
Community Outreach	135,000	109,750	112,000
Human Resources	20,000	20,000	20,000
City Clerk	25,000	12,000	12,000
Emergency Preparedness	55,000	28,000	30,000
Diversity, Equity, & Inclusion	-	4,000	4,000
Public Access Television	45,068	69,604	72,249
Subtotal General Executive Contracts	655,826	608,354	540,249
<b>Total Executive Outside Professional Services</b>	<b>1,769,796</b>	<b>1,640,154</b>	<b>1,585,699</b>
<b>FINANCE DEPARTMENT</b>			
<b>Finance - Outside Professional Services-Tax Supported</b>			
Financial Reporting	22,500	10,000	10,000
MUNIS/Crystal Report Development	9,000	10,000	10,000
Housing Resources Bainbridge Contribution (ARPA)	2,000,000	-	-
Subtotal Tax Supported	2,031,500	20,000	20,000
<b>Finance - Outside Professional Services-Utility Supported</b>			
Water/Sewer Administration	57,780	67,000	67,000
Subtotal Utility Supported	57,780	67,000	67,000
<b>Total Finance Outside Professional Services</b>	<b>2,089,280</b>	<b>87,000</b>	<b>87,000</b>

**OUTSIDE PROFESSIONAL SERVICES**

	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>PUBLIC SAFETY</b>			
<b>Public Safety - Outside Professional Services-Tax Supported</b>			
Prisoner Detention Medical Services	5,000	3,500	4,000
Search and Rescue K9 Services	5,000	2,000	2,000
Security and Monitoring Services	10,000	10,000	10,000
Community Outreach	7,000	6,000	6,000
Derelict Vessel Removal Program	46,000	26,700	26,600
Investigative Professional Services	7,500	4,500	5,000
Patrol Professional Services	7,800	6,000	6,000
VenTek Electronic Dock Payment Service	3,200	3,300	3,400
<b>Total Public Safety Outside Professional Services</b>	<b>91,500</b>	<b>62,000</b>	<b>63,000</b>
<b>PLANNING &amp; COMMUNITY DEVELOPMENT</b>			
<b>Planning &amp; Community Development - Outside Professional Services-Tax Supported</b>			
Comprehensive Plan Update	62,500	62,500	62,500
Emerging Issues	25,000	25,000	25,000
Permit/Plan Reviews	26,000	-	-
Winslow Subarea Planning	201,200	-	150,000
<b>Total Planning &amp; Community Development Outside Professional Services</b>	<b>314,700</b>	<b>87,500</b>	<b>237,500</b>
<b>PUBLIC WORKS</b>			
<b>Public Works - Outside Professional Services-Tax Supported</b>			
Janitorial Contract	215,500	235,000	245,000
Eel Grass Survey and Mitigation	40,000	35,000	-
Noxious Weed Control	20,000	25,000	25,000
Water Quality and Flow Monitoring Program	7,750	7,750	7,750
Decant Facility Vincent Road Landfill Monitoring	70,000	10,000	10,000
Waypoint Well Monitoring	15,000	10,000	10,000
Groundwater Management	12,000	5,000	5,000
Groundwater Management Plan	144,378	-	-
Annual Fire Sprinkler/Alarm Testing	9,200	13,800	13,900
Facilities Alarm Services (O&M)	2,400	2,550	2,550
Misc. Building & Development Professional Services	300	300	300
On Call Testing Services	11,200	16,000	16,300
On Call Surveying Services	10,000	5,000	5,000
General Fund Professional Services - General	104,400	10,500	10,800
Street Fund Professional Services - General	15,260	10,500	10,600
Park Maintenance Professional Services	1,800	1,800	1,800
Trails Maintenance Professional Services	30,000	25,000	25,000
Development Standards Update Support	25,000	-	-
GEO Tech Professional Services	10,000	7,500	7,500
Bridge Inspection	10,000	-	12,000
Tree Care (O&M)	2,000	2,100	2,200
Comprehensive Plan Update - Transportation	75,000	-	-
Focused Traffic Study	7,500	-	-
Country Club Bulkhead Ongoing Mitigation	-	70,000	70,000
Traffic Calming	-	25,000	25,000
Subtotal Tax Supported	838,688	517,800	505,700

## OUTSIDE PROFESSIONAL SERVICES

	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>Public Works - Outside Professional Services-Utility Supported</b>			
Water Quality and Flow Monitoring Program	7,750	7,750	7,750
Development Standards Update Support	75,000	-	-
Professional Service-Utility Maintenance: Water	5,600	15,600	15,600
Professional Service-Utility Maintenance: Sewer	14,000	20,400	20,800
Professional Service-Utility Maintenance: Stormwater	8,300	2,400	2,500
Water Lab Services-O&M	12,240	10,200	10,200
Rockaway Beach Lab Services	1,600	1,700	1,800
Sewer Lab Services-O&M	24,000	12,000	12,000
Stormwater Lab Services-O&M	1,500	1,600	1,700
Backflow testing	18,000	25,000	25,000
Locate Services (O&M)	2,420	2,600	2,600
Stormwater Illicit Discharge Laboratory Services	2,500	2,500	2,500
Stormwater Technical Assistance	1,000	-	-
Spill Testing & Clean Up Services-Engineering	10,000	10,000	12,000
Janitorial Contract	6,000	6,200	6,400
West Sound Storm Water Outreach	15,500	10,000	10,000
Subtotal Utility Supported	205,410	127,950	130,850
<b>Total Public Works Outside Professional Services</b>	<b>1,044,098</b>	<b>645,750</b>	<b>636,550</b>
<b>GENERAL GOVERNMENT</b>			
<b>General Government - Outside Professional Services-Tax Supported</b>			
Financial Audit Services	92,800	97,000	100,500
Commons Maintenance	2,000	1,800	1,800
Civil Service	15,000	15,000	15,000
Animal Control	85,050	81,000	85,000
WestSound Wildlife Shelter	8,550	10,000	10,000
Green Team	5,000	5,000	5,000
<b>Total General Government Outside Professional Services</b>	<b>208,400</b>	<b>209,800</b>	<b>217,300</b>
<b>CITYWIDE TOTAL OUTSIDE PROFESSIONAL SERVICES</b>	<b>5,600,774</b>	<b>2,822,184</b>	<b>2,919,286</b>

**Intergovernmental Services**

	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
<b>MUNICIPAL COURT</b>			
<b>Municipal Court - Intergovernmental Services-Tax Supported</b>			
Kitsap County-Jury Panels	2,000	3,000	3,000
<b>Total Municipal Intergovernmental Services</b>	<b>2,000</b>	<b>3,000</b>	<b>3,000</b>
<b>EXECUTIVE</b>			
<b>Executive-Intergovernmental Services-Tax Supported</b>			
Recordings with County Auditor	1,000	-	-
<b>Total Executive Intergovernmental Services</b>	<b>1,000</b>	<b>-</b>	<b>-</b>
<b>PUBLIC SAFETY</b>			
<b>Public Safety - Intergovernmental Services-Tax Supported</b>			
Kitsap County-Prisoner Detention	110,000	75,000	75,000
Kitsap County Task Force Support	3,000	3,000	3,000
BI Fire District-Fire Prevention	214,000	210,000	215,000
Cencom Investigations	50,000	30,000	33,000
Cencom Patrol	120,000	70,000	77,000
<b>Total Public Safety Intergovernmental Services</b>	<b>497,000</b>	<b>388,000</b>	<b>403,000</b>
<b>PUBLIC WORKS</b>			
<b>Public Works - Intergovernmental Services-Utility</b>			
Kitsap County Recording	1,500	1,000	1,000
Kitsap County Conservation District	50,000	50,000	50,000
O&M Sewer Operations S/D #7	288,000	299,500	310,000
<b>Total Public Works Intergovernmental Services</b>	<b>339,500</b>	<b>350,500</b>	<b>361,000</b>
<b>GENERAL GOVERNMENT</b>			
<b>General Government - Intergovernmental Services-Tax Supported</b>			
Election Costs	57,000	40,000	40,000
Kitsap County-Voter Registration	77,000	95,000	95,000
Kitsap Sound Regional Council-Regional Planning	15,000	15,000	15,000
Kitsap County Health District-Public Health	90,000	83,700	86,600
Subtotal Tax Supported Intergovernmental Services	239,000	233,700	236,600
<b>Intergovernmental-Taxes and Assessments</b>			
Puget Sound Clean Air Authority	32,100	32,300	33,400
Kitsap County-Detox Support	10,000	8,000	8,000
Utilities External Taxes	208,000	214,100	217,500
Subtotal Tax Supported Intergovernmental & Interfund	250,100	254,400	258,900
<b>Interfund-Taxes and Assessments</b>			
Interfund-Taxes and Assessments (Fire Flow)	112,200	-	-
Interfund-Utility Taxes and Assessments	622,000	746,000	815,000
Subtotal Utility Supported Intergovernmental Taxes	734,200	746,000	815,000
<b>Total General Government Intergovernmental Services</b>	<b>1,223,300</b>	<b>1,234,100</b>	<b>1,310,500</b>
<b>TOTAL INTERGOVERNMENTAL SERVICES</b>	<b>\$ 2,062,800</b>	<b>\$ 1,975,600</b>	<b>\$ 2,077,500</b>



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# Section 4



# Summary by Department



## Section 4: Summary by Department

Total Expenditures by Department & Fund – 2025 & 2026.....	127
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**CITY OF BAINBRIDGE ISLAND - 2025 & 2026 ADOPTED BUDGET  
2025 TOTAL EXPENDITURES BY DEPARTMENT & FUND / 2026 TOTAL**

CITY FUNDS	Legislative	Municipal Court	Executive	Finance, IT & Admin Services	Police	Planning & Community Development	Public Works	General Government	Total 2025 ADOPTED	Total 2026 ADOPTED	Variance 2025 to 2026	% Variance
GENERAL FUND	573,382	569,743	5,717,312	4,392,695	6,718,155	1,194,249	3,046,471	1,056,538	23,268,545	24,074,471	805,927	3.5%
STREET FUND	-	-	231,460	154,113	-	-	3,668,758	244,025	4,298,356	4,717,954	419,597	9.8%
REAL ESTATE EXCISE TAX FUND	-	-	-	2,528,953	-	-	-	-	2,528,953	2,159,545	(369,408)	-14.6%
CIVIC IMPROVEMENT FUND	-	-	-	-	-	-	-	400,000	400,000	400,000	-	0.0%
AFFORDABLE HOUSING FUND	-	-	185,399	-	-	-	-	-	185,399	190,896	5,497	3.0%
TRANSP BEN FUND	-	-	100,000	1,000,000	-	-	-	-	1,100,000	1,100,000	-	0.0%
GO BOND FUND	-	-	-	-	-	-	-	924,005	924,005	909,545	(14,460)	-1.6%
CAPITAL CONSTRUCTION FUND	-	-	-	-	-	-	8,724,299	-	8,724,299	1,379,981	(7,344,319)	-84.2%
BUILDING & DEVELOPMENT FUND	-	-	466,055	110,181	-	2,110,195	640,182	200,432	3,527,045	3,639,681	112,636	3.2%
EQUIPMENT RENTAL & REVOLVING	-	-	-	-	-	-	820,000	-	820,000	330,000	(490,000)	-59.8%
<b>TAX SUPPORTED FUNDS</b>	<b>573,382</b>	<b>569,743</b>	<b>6,700,225</b>	<b>8,185,942</b>	<b>6,718,155</b>	<b>3,304,444</b>	<b>16,899,710</b>	<b>2,825,000</b>	<b>45,776,601</b>	<b>38,902,072</b>	<b>(6,874,530)</b>	<b>-15.0%</b>
WATER OPERATING FUND	-	-	149,842	207,962	-	15,913	14,600,214	1,902,243	16,876,174	4,655,143	(12,221,031)	-72.4%
SEWER OPERATING FUND	-	-	169,708	237,597	-	15,913	13,594,006	1,941,862	15,959,086	6,152,156	(9,806,931)	-61.5%
STORM & SURFACE WATER FUND	-	-	118,302	72,071	-	21,003	5,850,551	415,927	6,477,855	9,747,374	3,269,519	50.5%
<b>UTILITY SUPPORTED FUNDS</b>	<b>-</b>	<b>-</b>	<b>437,853</b>	<b>517,630</b>	<b>-</b>	<b>52,829</b>	<b>34,044,772</b>	<b>4,260,032</b>	<b>39,313,116</b>	<b>20,554,673</b>	<b>(18,758,443)</b>	<b>-47.7%</b>
<b>TOTAL CITY FUNDS</b>	<b>573,382</b>	<b>569,743</b>	<b>7,138,078</b>	<b>8,703,572</b>	<b>6,718,155</b>	<b>3,357,273</b>	<b>50,944,482</b>	<b>7,085,032</b>	<b>85,089,717</b>	<b>59,456,745</b>	<b>(25,632,973)</b>	<b>-30.1%</b>



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# City Council

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**CITY COUNCIL**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	264,000	264,000	264,000	264,000
Benefits	26,752	23,914	31,632	31,632
<b>Salaries &amp; Benefits</b>	<b>290,752</b>	<b>287,914</b>	<b>295,632</b>	<b>295,632</b>
Supplies	5,480	10,000	6,500	6,500
<b>Supplies</b>	<b>5,480</b>	<b>10,000</b>	<b>6,500</b>	<b>6,500</b>
Professional Services	8,681	75,000	67,000	68,820
Communication	155	1,000	750	750
Travel	1,716	1,000	1,000	1,000
Training	3,037	10,500	10,500	10,500
Advertising	4,364	7,000	7,000	7,000
All Other Miscellaneous	386	1,000	1,000	1,000
Contingency & Settlement	-	200,000	184,000	184,000
<b>Services &amp; Charges</b>	<b>18,338</b>	<b>295,500</b>	<b>271,250</b>	<b>273,070</b>
<b>TOTAL EXPENDITURES</b>	<b>314,571</b>	<b>593,414</b>	<b>573,382</b>	<b>575,202</b>



## CITY COUNCIL

The City Council is the legislative and policy-making body of the government. City Council members are the elected representatives of the residents of Bainbridge Island. The Council represents the public interest in developing public policy, establishes the goals and priorities that provide the framework for the City's budget, and adopts the City's budget.

The Council's \$1.1 Million 2025-2026 Biennial budget was reduced by 3.5% across the biennium as compared to the 2025-2026 calculated status quo budget.

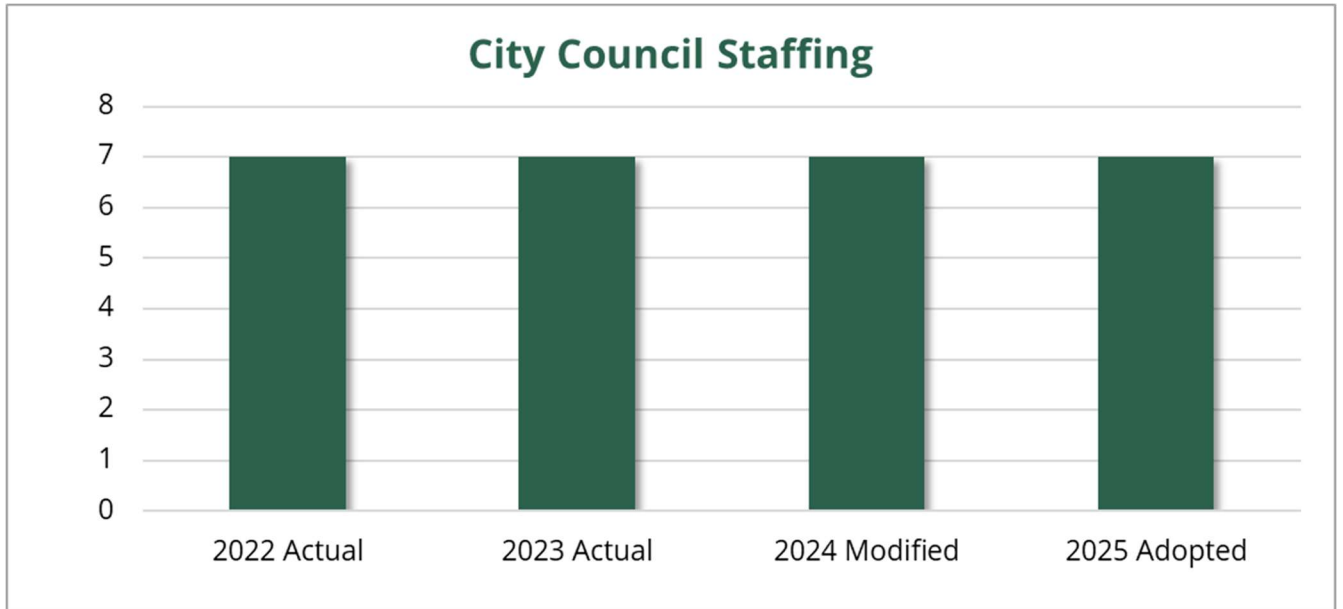
There are seven seats on the City Council. There are two seats for each ward on the Island: Central, North, South, and one at-large seat. Citizens elect council members for four-year terms, with elections held every two years. The City Council elects a mayor from within its members to direct the administrative management of the Council.

### BUDGET NOTES AND CHANGES – CITY COUNCIL

- Reduction of annual council contingency from \$200,000 to \$184,000.
- Maintain training budget of \$1,500 per council member, per policy.



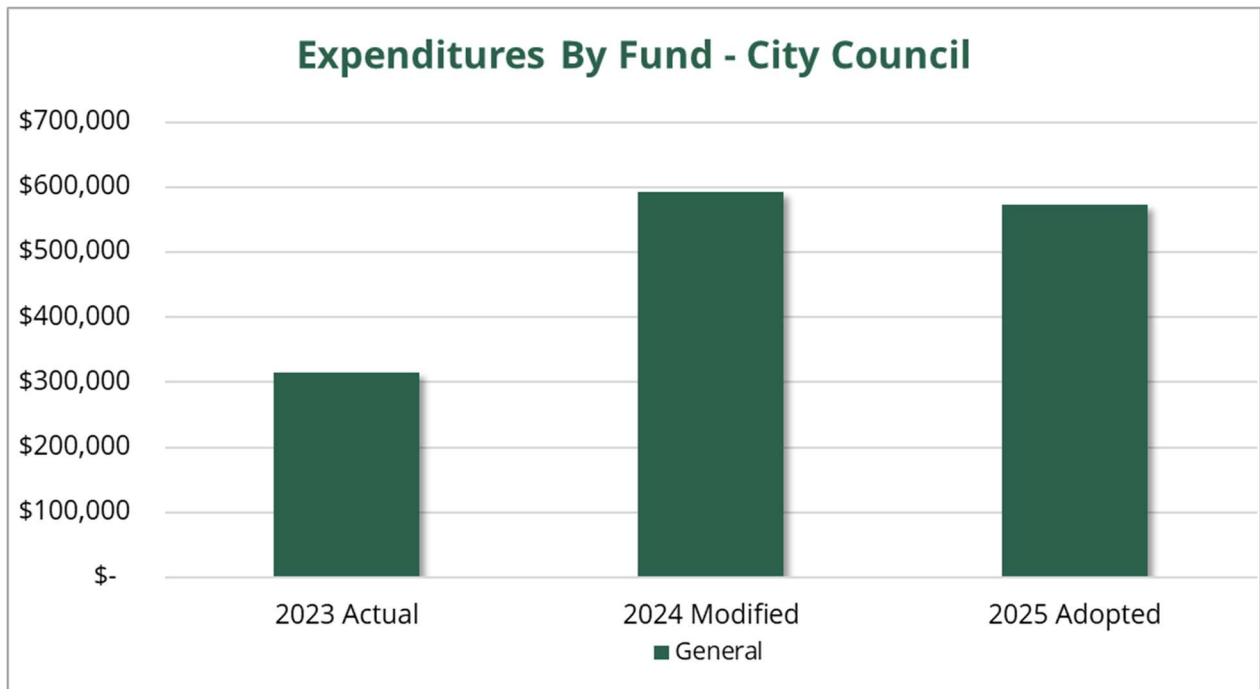
**DEPARTMENT SUMMARY – CITY COUNCIL**





**EXPENDITURES BY FUND - CITY COUNCIL**

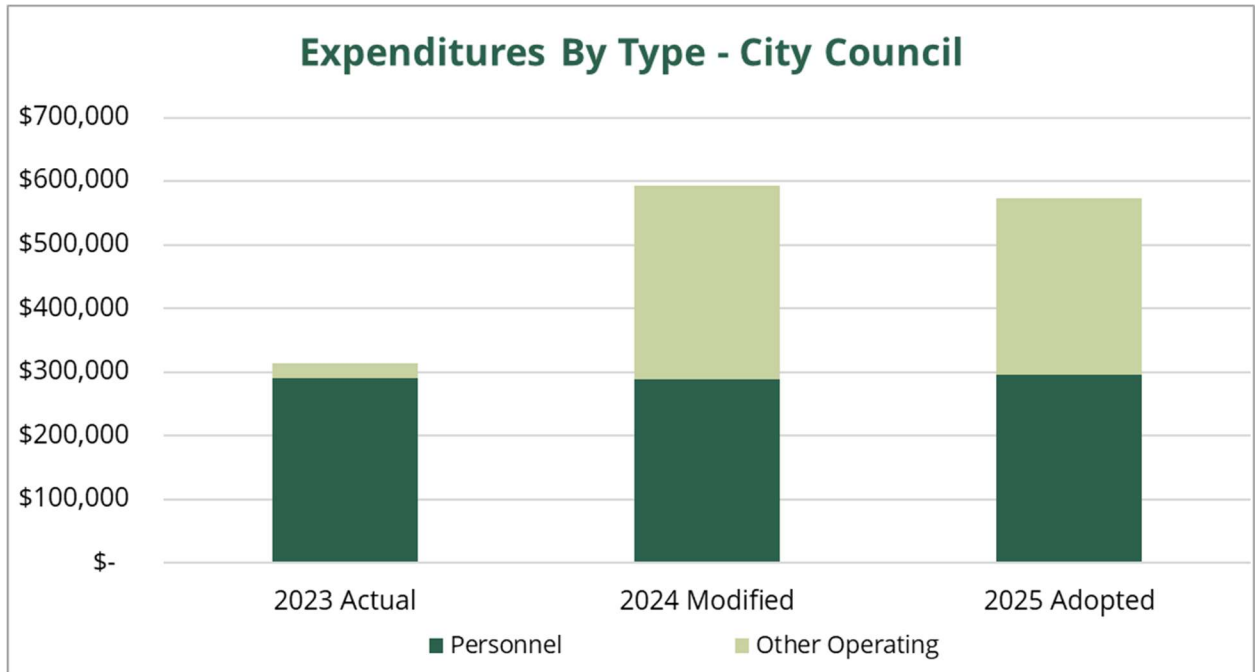
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 314,571	\$ 593,414	\$ 573,382	\$ (20,032)
Streets	\$ -	\$ -	\$ -	\$ -
Building & Dev. Svcs.	\$ -	\$ -	\$ -	\$ -
Water Utility	\$ -	\$ -	\$ -	\$ -
Sewer Utility	\$ -	\$ -	\$ -	\$ -
SSWM Utility	\$ -	\$ -	\$ -	\$ -
Other Funds	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 314,571</b>	<b>\$ 593,414</b>	<b>\$ 573,382</b>	<b>\$ (20,032)</b>





**EXPENDITURES BY TYPE - CITY COUNCIL**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 290,752	\$ 287,914	\$ 295,632	\$ 7,718
Other Operating	\$ 23,819	\$ 305,500	\$ 277,750	\$ (27,750)
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 314,571</b>	<b>\$ 593,414</b>	<b>\$ 573,382</b>	<b>\$ (20,032)</b>





# Executive

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**EXECUTIVE DEPARTMENT**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	2,183,601	2,573,355	2,556,852	2,697,784
Benefits	788,287	867,529	928,802	973,937
<b>Salaries &amp; Benefits</b>	<b>2,971,888</b>	<b>3,440,884</b>	<b>3,485,654</b>	<b>3,671,721</b>
Supplies	204,768	77,112	66,150	66,150
Computer Equipment & Software	248,558	219,026	203,250	193,250
<b>Supplies</b>	<b>453,326</b>	<b>296,138</b>	<b>269,400</b>	<b>259,400</b>
Professional Services	1,617,732	1,769,796	1,570,550	1,503,450
Community Services	618,907	681,800	632,000	632,000
Communication	66,894	41,535	134,854	141,749
Travel	1,914	12,622	13,500	15,728
Training	65,037	41,945	52,300	55,300
Advertising	20,755	25,000	15,000	15,000
Operating Leases	63,597	48,502	64,114	64,232
Insurance	45	-	-	-
Repair & Maintenance	635,673	752,849	751,065	779,351
All Other Miscellaneous	40,138	102,578	149,641	145,662
<b>Services &amp; Charges</b>	<b>3,130,692</b>	<b>3,476,628</b>	<b>3,383,024</b>	<b>3,352,472</b>
Intergovernmental Services	222	1,000	-	-
<b>Intergovernmental &amp; Interfund</b>	<b>222</b>	<b>1,000</b>	<b>-</b>	<b>-</b>
Capital Projects	-	780,000	-	-
<b>Other Expenditures</b>	<b>-</b>	<b>780,000</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>6,556,129</b>	<b>7,994,649</b>	<b>7,138,078</b>	<b>7,283,592</b>

## EXECUTIVE

### BUDGET NOTES AND CHANGES – EXECUTIVE

The Executive Department's \$14.2 million 2025-26 biennial budget meets the overall 8% budget reduction of \$720,000 across the biennium as compared to the 2025-26 calculated status quo budget. Community Services and Affordable Housing were not subjected to the reduction. The reduction responds to overall flat or decreasing revenues, particularly in the General Fund, which supports many of the programs and services provided by the Executive Department.

Increases to meet citywide operational goals include:

- \$100,000 in 2025 was added for website redesign. Ongoing costs will be assessed and may be added to future budgets.
- Added \$60,000 annually for farmland management.
- Added \$30,000 annually for short-term rental outside vendor. This cost is expected to be offset by revenues collected from short-term rental unit license fees.
- Added \$15,000 for offsite storage of City records.
- Added \$25,000 in 2026 for a planned update to a community survey.

Some noteworthy examples of reductions to meet citywide revenue estimates include:

- Reduced \$140,000 budget for outside legal services, outside communications services and outside emergency management services.
- Eliminate new funding for climate action plan implementation, while retaining previously authorized funding.
- Reduce \$70,000 budget for Executive Department and citywide internships

### DEPARTMENT SUMMARY – EXECUTIVE

The Executive Department establishes direction for the City organization as a whole and functions as a coordination and communication hub. The Executive Department implements the policy and operational decisions of the City Council. It also works to help City departments continually improve the way they do business with the public, expand the service delivery achieved by approved budgets, and produce positive results for key projects and initiatives. The Executive Department works to identify external trends that will impact



City operations in the future to anticipate potential impacts and develop proactive responses that will ensure long-term sustainability.

The department provides services in key areas: city management, legal, city clerk, public records, human resources, emergency preparedness, climate action including sustainable transportation programming, equity and inclusion, information technology, and communications.

The City Manager balances policy directives and resources to protect and preserve the health, safety, welfare, and quality of life for the community. From managing the day-to-day operations of the City organization to providing leadership and guidance on organizational policy and direction, this office serves as the City's chief executive officer and official spokesperson. The City Manager's office is also responsible for support and engagement related to City advisory committees, volunteers, and other community groups whose activities intersect with City functions.

The City Attorney provides legal advice to the City Manager, City Council, and City Departments. This office reviews ordinances, resolutions, contracts, and other legal documents for compliance with local, State and Federal law and to protect and advance the City's interests. The City Attorney also manages litigation and the retention of outside legal resources.

The Emergency Preparedness function organizes and implements training, planning, outreach, and other activities that encourage City staff readiness in the event of significant community events. This function also interacts extensively with community partners and the public to encourage a high level of resident readiness and awareness. The Emergency Preparedness Coordinator leads the effort to identify and provide necessary emergency supplies and equipment to City staff, and to recommend and implement the components and organization of the City's Emergency Operations Center (EOC). The Emergency Preparedness function has coordinated City and community response to the COVID pandemic.

The communications function manages the development, implementation, and control of effective communication with residents, staff, and Council, with the goal of increasing understanding of and support for city priorities, messages, and programs. Working with the City Manager, department directors and staff, proactive outreach strategies for public participation are initiated, designed, and implemented.



The climate action function coordinates implementation of the City's 2020 Climate Action Plan, including the Sustainable Transportation Plan. This function pertains to both interdepartmental coordination of City operations and engagement and partnerships with community organizations and the public to reduce greenhouse gas emissions and prepare the community for the impacts of climate change. This group develops programs, policies, and outreach events in support of the goals identified in the Climate Action Plan and Sustainable Transportation Plan.

The equity and inclusion function leads the City's efforts to provide equitable services to the community, with particular attention to historically marginalized or underserved populations. This function pertains to both interdepartmental coordination of city operations and engagement and partnerships with citizen advisory committees, community organizations, and the public; to align with the values of racial equity. The Equity and Inclusion Manager develops programs, policies, and outreach events in support of the values of diversity, equity, and inclusion.

The Public Records function manages City responses to requests for public records, record retention and records management. This area also works to provide citywide guidance on policies and practices related to public records and ensures compliance with State training requirements.

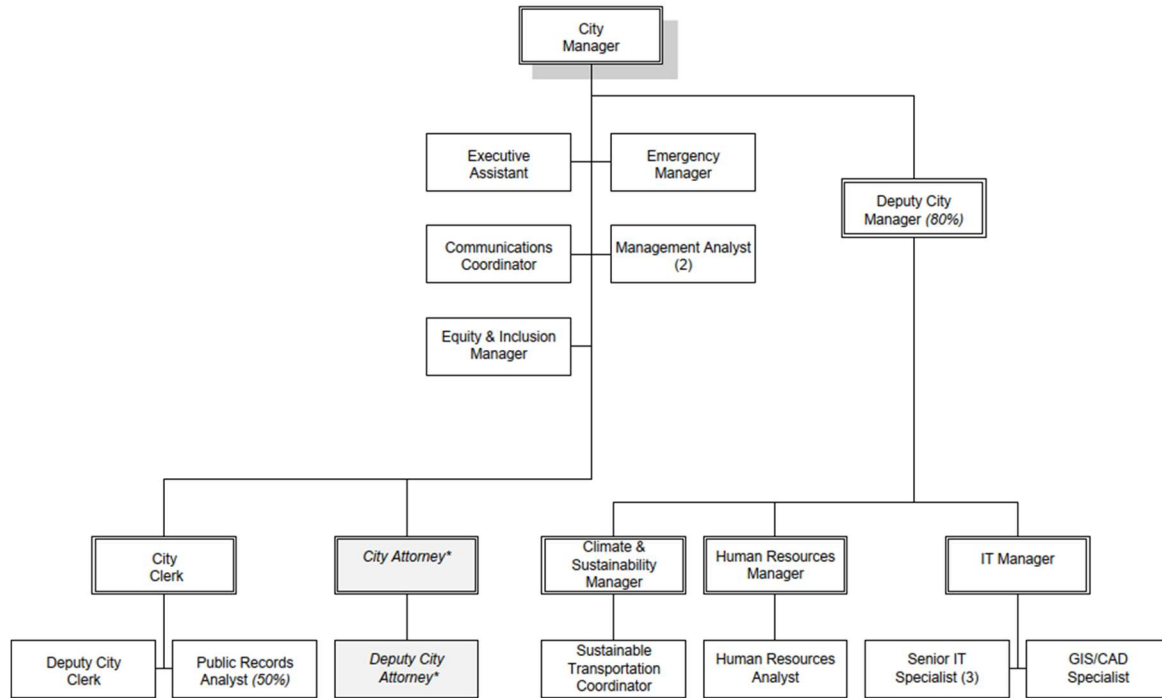
The City Clerk supports the City Council and administration. The City Clerk prepares and publishes a wide variety of official documents, including official legal notices for public hearings, City Council meetings, and advertisements for bids, City Council agenda materials and minutes, and updates to the Bainbridge Island Municipal Code.

The Human Resources function provides policy direction on human resource management issues and manages programs that attract, develop, retain, and engage a skilled and diverse workforce. Human Resources supports the City Manager and department directors to minimize risk and maximize employee productivity in areas including recruiting, retention, performance management, compensation, benefits, labor relations and training and development.

The Information Technology (IT) unit provides technical support, systems administration, web, and GIS/mapping maintenance services. IT manages and procures computers, phone, and software for all City departments, and sets the strategic direction for use of technology in the City's programs and services.



### ORGANIZATIONAL CHART - EXECUTIVE



\*City attorney services are currently being provided by a third-party legal firm



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## SERVICES PROVIDED – EXECUTIVE

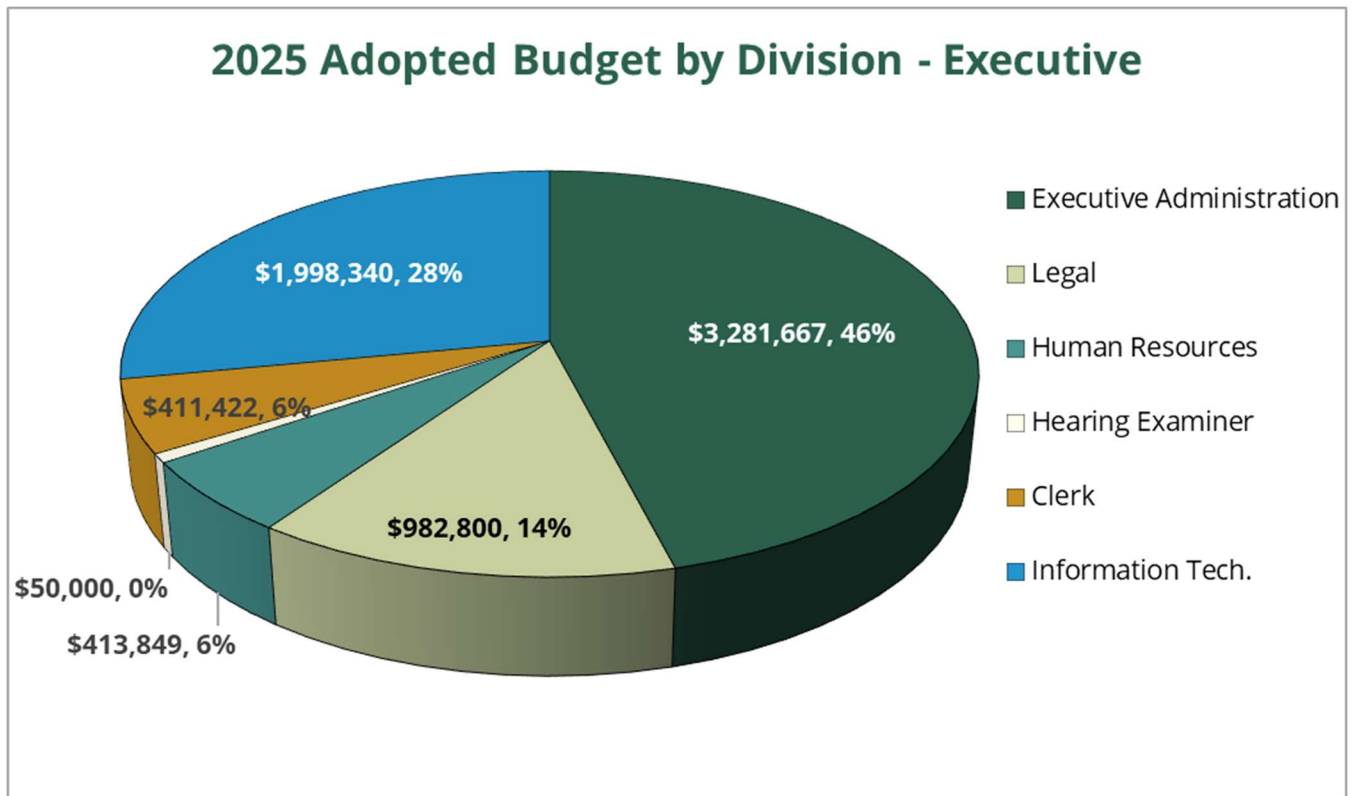
- Assist City Council in the development of the City's strategic goals and implement approved work programs.
- Manage the day-to-day operations of the City organization by directing and supervising all departments of the City.
- Oversee communication efforts citywide, to both internal and external audiences. Deliver content through a variety of channels, including social media.
- Facilitate emergency preparedness within the City organization and throughout the broader community.
- Support planning for and implementation of the City's Climate Action Plan.
- Coordinate the City's efforts related to equity and inclusion in the City organization and community.
- Support City volunteer efforts and actively seek opportunities to improve and expand resident engagement with City activities.
- Prepare City Council agenda packets and official City Council minutes.
- Oversee the preparation, publication, codification, and filing of legal notices and ordinances in accordance with established procedures and legal requirements.
- Support City committees and commissions, including annual appointments, public meeting notices, and publication of committee agendas and minutes.
- Manage and administer City funding to a wide range of community service programs including housing, human services, public art, and economic development.
- Provide legal advice to the City Manager, City Council, City Departments, and various boards, committees and commissions through direct consultations and written legal opinions.
- Manage litigation and supervise the preparation of ordinances, resolutions, contracts, and other legal documents ensuring compliance with local, State, and Federal law adequate for the protection of the City.
- Coordinate, monitor, and respond to public records requests pursuant to the Revised Code of Washington and City procedures, including review of records to determine responsiveness and need for redaction and privilege log.

- Plan, organize, control, and manage the Human Resources operations and programs of the City including recruitment/selection, compensation/classification, training/development, labor relations, safety, personnel records, policy development, and general management assistance.
- Manage, inventory, store, and dispose of City records in conformity with State law.
- Provide Information Technology backbone, systems administration, user support, and data security for the City.
- Manage City mapping and Geographic Information Systems (GIS) data, creating maps and datasets to support City and community objectives.

### **OBJECTIVES FOR 2025 – 2026 – EXECUTIVE**

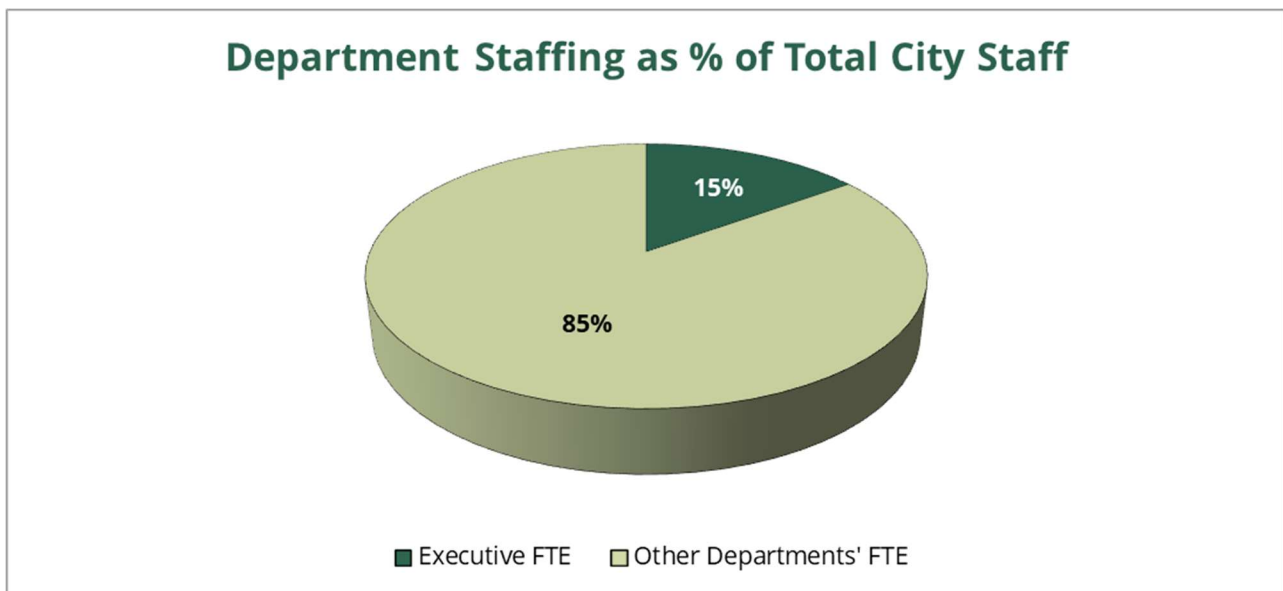
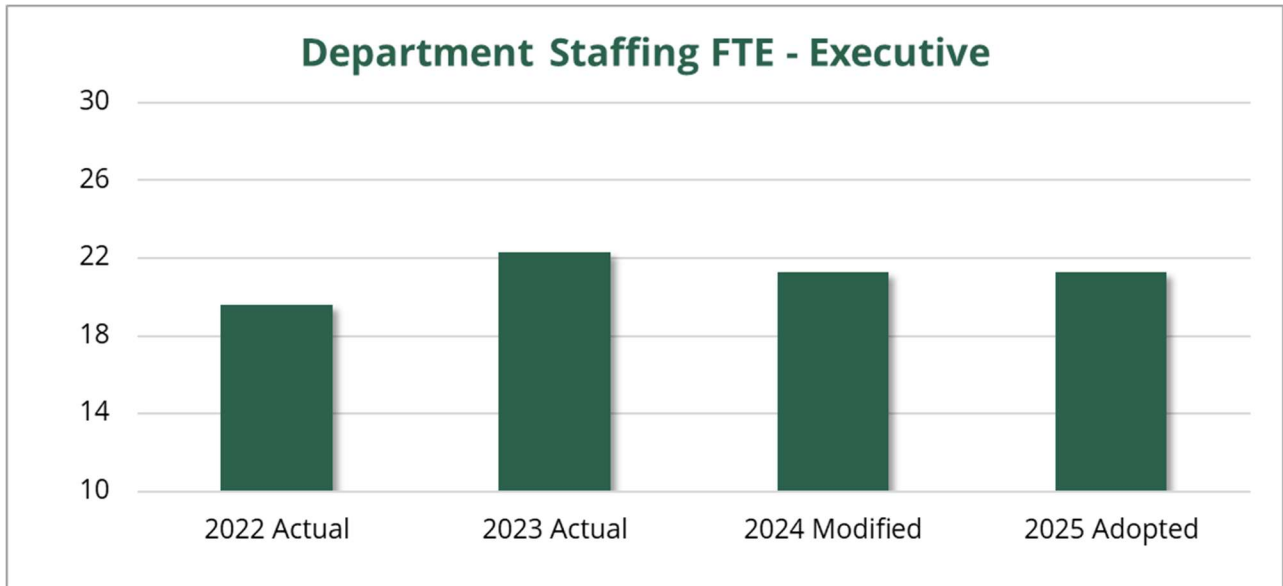
- Lead development of affordable housing project at 625 Winslow.
- Expand community outreach and communications activities, growing the social media and video presence in the community.
- Update the City's website content and structure.
- Expand diversity, equity, and inclusion education, programming, and opportunities for COBI staff and the Bainbridge Island community.
- Create and help implement a Racial Equity Lens for use by Council and staff in decision-making.
- Create and help implement a Climate lens for use by Council and staff in decision-making.
- Implement community heat pump pilot program for low- and moderate-income households.
- Complete Community Arts Plan.
- Continuing regional leadership in Emergency Management, including consideration of policy related to sea level rise and wildfire urban interface.
- Support Council consideration of significant transportation project portfolio and funding options.

**DEPARTMENT SUMMARY - EXECUTIVE**





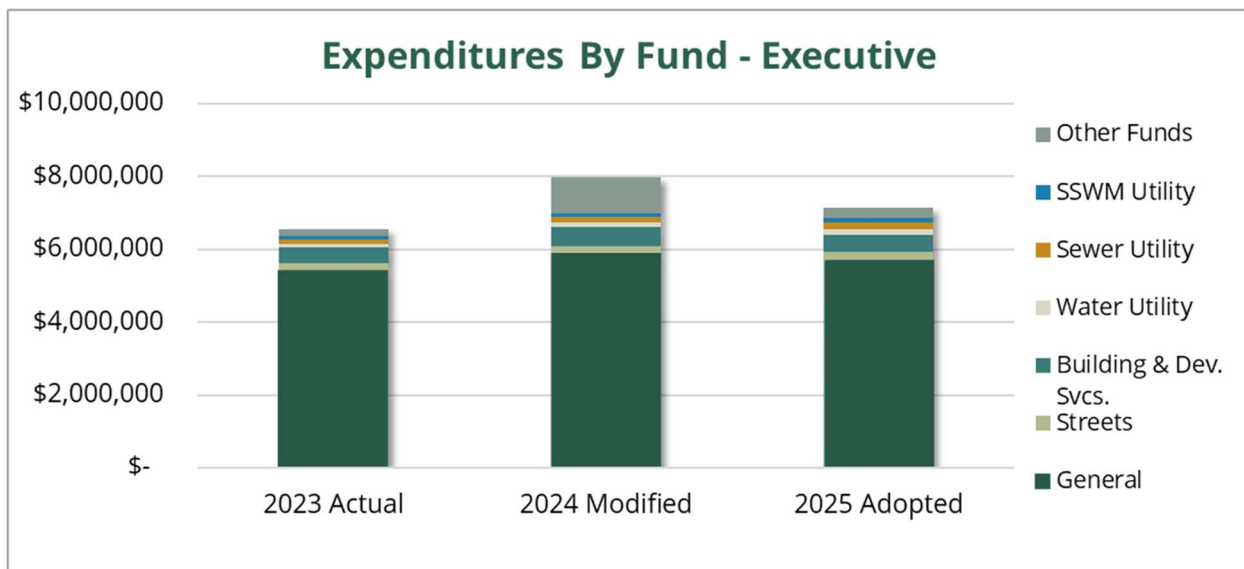
**DEPARTMENT STAFFING – EXECUTIVE**





EXPENDITURES BY FUND - EXECUTIVE

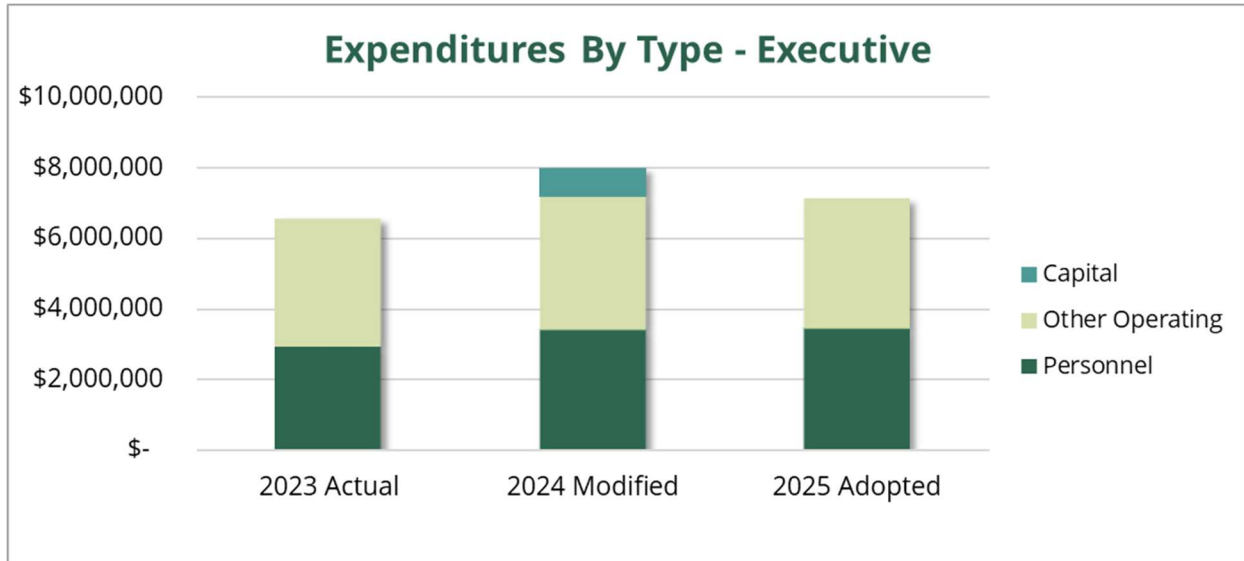
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 5,446,289	\$ 5,892,063	\$ 5,717,311	\$ (174,752)
Streets	\$ 175,045	\$ 208,915	\$ 231,460	\$ 22,545
Building & Dev. Svcs.	\$ 427,461	\$ 503,767	\$ 466,055	\$ (37,712)
Water Utility	\$ 117,119	\$ 129,422	\$ 149,842	\$ 20,420
Sewer Utility	\$ 123,919	\$ 148,113	\$ 169,708	\$ 21,595
SSWM Utility	\$ 90,223	\$ 106,304	\$ 118,303	\$ 11,999
Other Funds	\$ 178,864	\$ 1,006,065	\$ 285,399	\$ (720,666)
<b>Total</b>	<b>\$ 6,558,920</b>	<b>\$ 7,994,649</b>	<b>\$ 7,138,078</b>	<b>\$ (856,571)</b>





**EXPENDITURES BY TYPE - EXECUTIVE**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 2,971,889	\$ 3,440,884	\$ 3,485,655	\$ 44,771
Other Operating	\$ 3,587,031	\$ 3,773,765	\$ 3,652,423	\$ (121,342)
Capital	\$ -	\$ 780,000	\$ -	\$ (780,000)
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 6,558,920</b>	<b>\$ 7,994,649</b>	<b>\$ 7,138,078</b>	<b>\$ (856,571)</b>





**PERFORMANCE MEASURES – EXECUTIVE**

**COMMUNICATIONS/COMMUNITY ENGAGEMENT**

**TRADITIONAL MEDIA**

Indicators	2021	2022	2023	2024
Press Releases Issued	16	20	28	49

**SOCIAL MEDIA FOLLOWERS**

Indicators	2021	2022	2023	2024
X (formerlyTwitter)	2,031	2,099	2,106	2,126
City Highlight	1,091	1,271	1,388	1,595
Facebook	3,900	4,000	4,400	4,917
Nixle	12,650	12,941	13,437	14,251
Number of Hits on the Website	517,210	591,818	191,135	178,390

**EMERGENCY MANAGEMENT**

Indicator	2021*	2022	2023	2024
Number of Active Emergency Management Volunteers	446	690	742	742
Number of Volunteer Hours	38,000	14,500	7,900	8,400
Number of Emergency Hubs	8	10	12	14

\* 2021 volunteer hours primarily related to COVID-19 testing and vaccine clinics



**CLIMATE CHANGE**

Indicator	2021	2022	2023	2024
Number of Climate Action Events	2	31	15	11
Number of Climate Action Event Attendees	55**	720	660	520
Number of Electric Vehicles in Fleet	0	1	3	6
Number of City Fleet Electric Vehicle Charging Stations	0	1	1	1
Number of Public Electric Vehicle Charging Stations Operated by the City	1	1	1	1
See Public Works Section for information in electricification of hand tools				

\*No events held due to COVID-19 (2021)

\*\*Events held via Zoom due to COVID-19

**DIVERSITY, EQUITY, & INCLUSION**

Indicator	2021*	2022	2023	2024
Number of Diversity, Equity, & Inclusion (DEI) education opportunities for staff		4	6	7
Combined number of staff in attendance for all training opportunities**		126	357	145
Number of City programs/projects to which the draft Equity Lens has been applied		0	0	4

\*DEI program implemented in 2022

\*\*Staff count is aggregated from all available trainings and may include overlap



# Finance & Administrative Services

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**FINANCE**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	1,012,722	1,149,901	1,125,747	1,187,451
Benefits	395,782	383,853	421,326	441,791
<b>Salaries &amp; Benefits</b>	<b>1,408,504</b>	<b>1,533,754</b>	<b>1,547,073</b>	<b>1,629,242</b>
Supplies	5,582	10,000	4,000	4,000
<b>Supplies</b>	<b>5,582</b>	<b>10,000</b>	<b>4,000</b>	<b>4,000</b>
Professional Services	96,547	2,089,280	87,000	87,000
Communication	4,788	4,000	4,000	4,000
Travel	103	1,000	500	500
Training	10,083	11,000	8,000	8,000
Operating Leases	6,943	6,500	6,437	6,437
Insurance	15	-	-	-
Repair & Maintenance	10,494	-	-	-
All Other Miscellaneous	2,752	3,500	2,500	2,500
<b>Services &amp; Charges</b>	<b>131,725</b>	<b>2,115,280</b>	<b>108,437</b>	<b>108,437</b>
To Other Funds and Sub-Funds	10,899,890	11,698,579	7,044,062	6,612,975
<b>Other Uses</b>	<b>10,899,890</b>	<b>11,698,579</b>	<b>7,044,062</b>	<b>6,612,975</b>
<b>TOTAL EXPENDITURES</b>	<b>12,445,701</b>	<b>15,357,613</b>	<b>8,703,572</b>	<b>8,354,654</b>



## FINANCE & ADMINISTRATIVE SERVICES

### BUDGET NOTES AND CHANGES – FINANCE AND ADMINISTRATIVE SERVICES

- Hold Financial Analyst Position vacant for 2025 yielding a savings of \$103,000.
- Net decrease in non-labor spending by \$13,000 to align with spending trends and meet budget reduction goals for 2025-2026.

### DEPARTMENT SUMMARY – FINANCE AND ADMINISTRATIVE SERVICES

The Finance Department's \$17.1 Million 2025-26 Biennial budget meets the overall 8% budget reduction across the biennium as compared to the 2025-26 calculated status quo budget. Note that 80% or \$13.7 million of the department's \$17.1 million budget consists of City-wide interfund transfers which are excluded from the overall reduction.

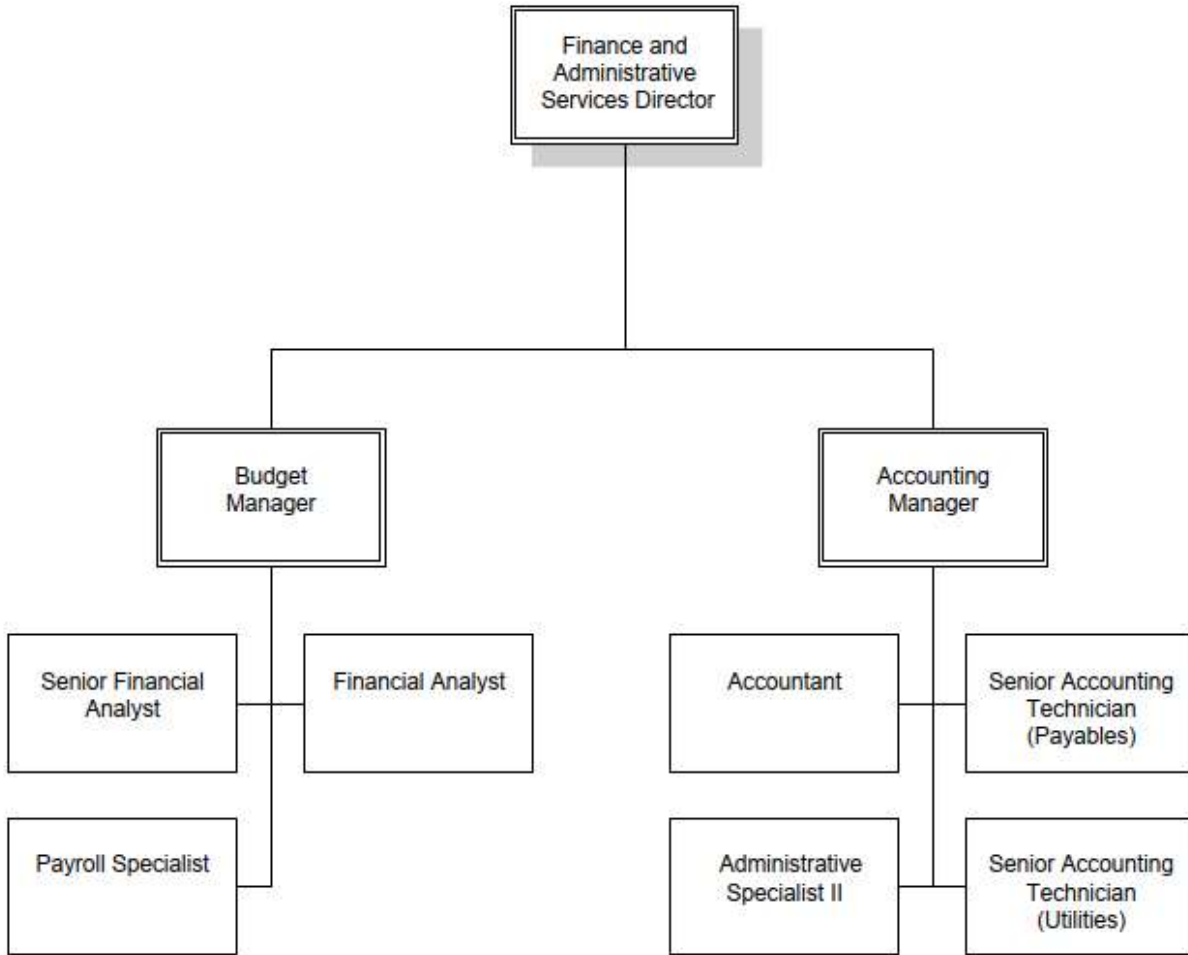
The Finance and Administrative Services Department provides financial services such as cashiering and utility billing to citizens as well as administrative support to the City's five operating departments. The Department has three primary functions: Accounting and Audit, Budget and Operations, Citywide financial planning.

The Accounting Team completes all required financial reporting and audit functions. Accounting also provides front desk reception and cashiering services, business license application review, processes payments for goods and services received by the City and collects money on behalf of the City through utility billing and accounts receivable.

The Budget Team provides payroll services and monitors financial performance throughout the year. The Budget Team also prepares adjustments as needed for Council and provides periodic financial reporting.

The Financial Planning staff work with both budget and accounting functions. This Team's primary focus includes forecasting revenue and monitoring capital and operating spending. Forecasting is done both for same-year analysis and with a two to six-year outlook.

**ORGANIZATIONAL CHART – FINANCE AND ADMINISTRATIVE SERVICES**





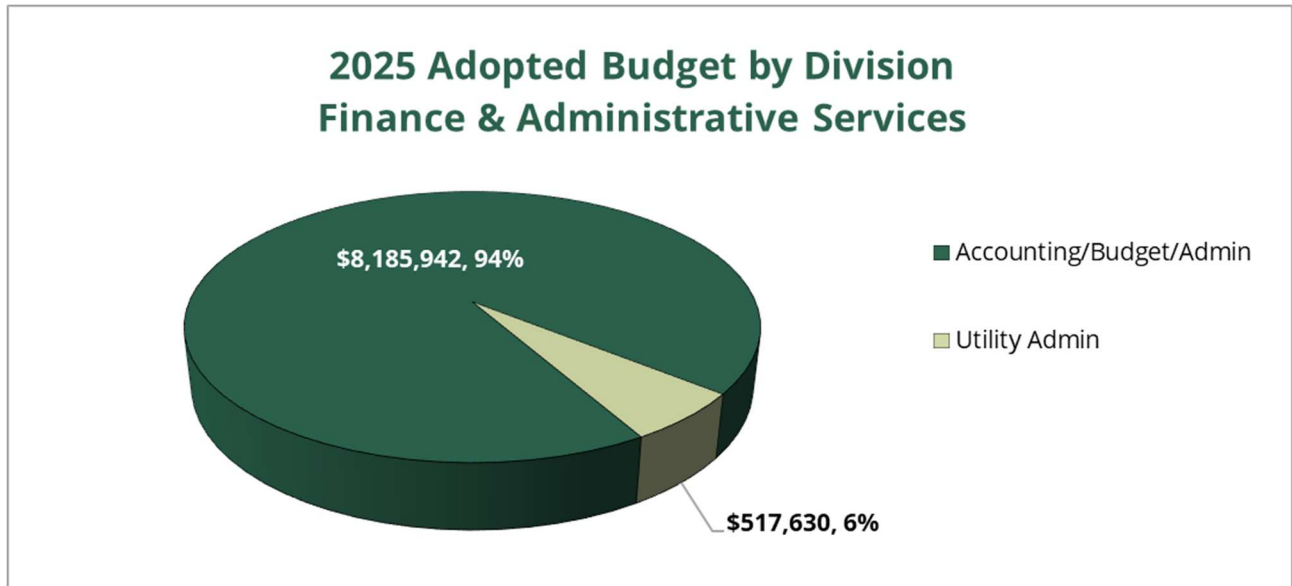
### **SERVICES PROVIDED – FINANCE AND ADMINISTRATIVE SERVICES**

- Maintains financial operations, policies, processes, and controls for the City.
- Staffs City Hall front desk, providing cashiering, information, and reception services.
- Manages and maintains financial records in conformity with Generally Accepted Accounting Principles (GAAP) and in compliance with local, state, and federal laws.
- Administers payroll, accounts payable, business licensing, utility billing, general ledger maintenance, cash management, long-term debt, and all internal financial controls.
- Prepares, monitors, and reports on the City's budget and Capital Improvement Plan.

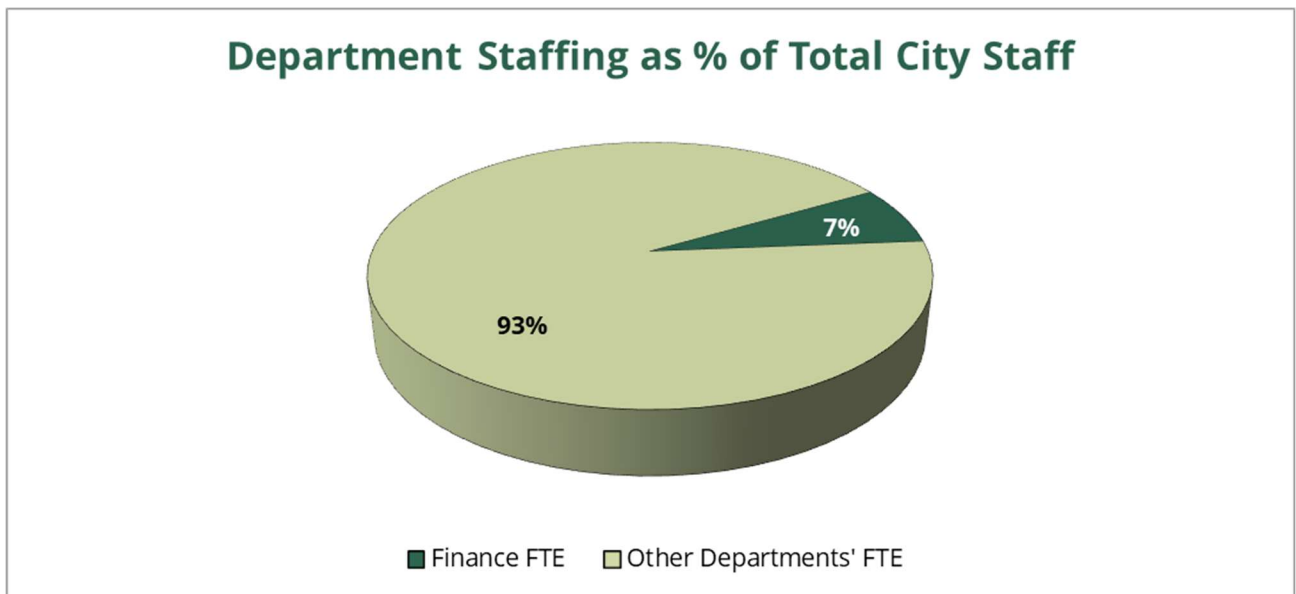
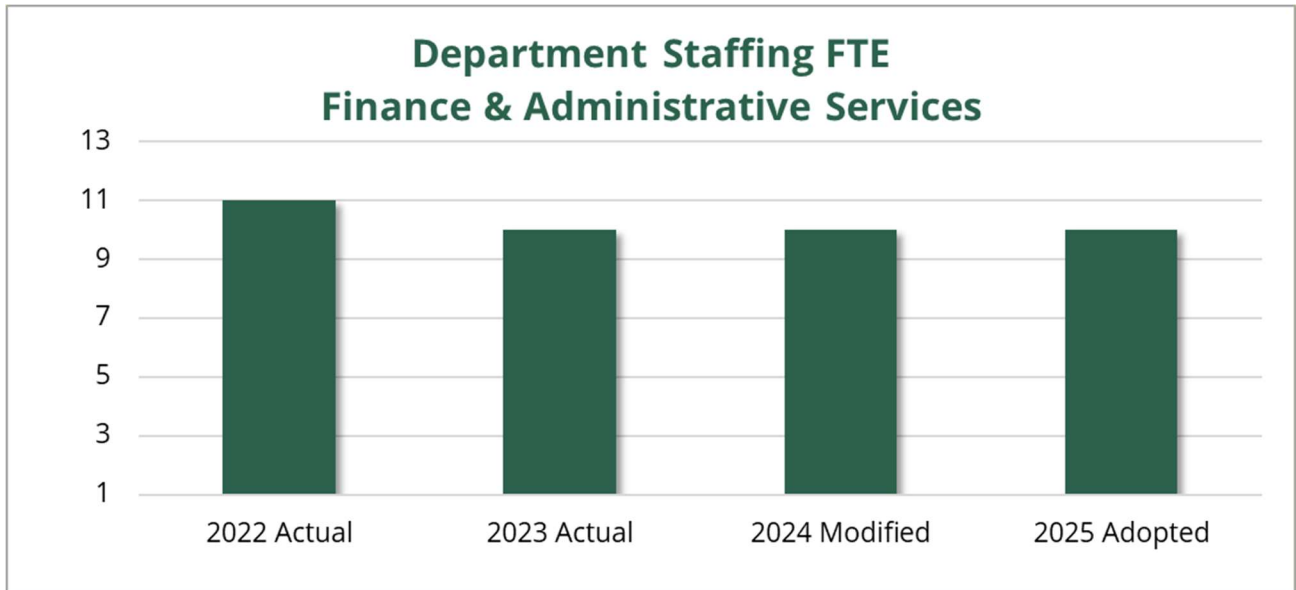
### **OBJECTIVES FOR 2025-2026 – FINANCE AND ADMINISTRATIVE SERVICES**

- Receive Certificate of Achievement for Excellence in Financial Reporting from GFOA for 2023 (results expected in early 2025) and 2024 Annual Comprehensive Financial Report (ACFR).
- Receive Distinguished 2025-2026 Budget Presentation Award from GFOA.
- Improve departmental reporting to support ongoing project planning and management.
- Deliver scheduled financial reporting and improve content and quality.
- Support completion of the utility and building and development services rates studies.
- Complete successful water and sewer bond issuance to support major capital infrastructure projects.

**DEPARTMENT SUMMARY – FINANCE AND ADMINISTRATIVE SERVICES**



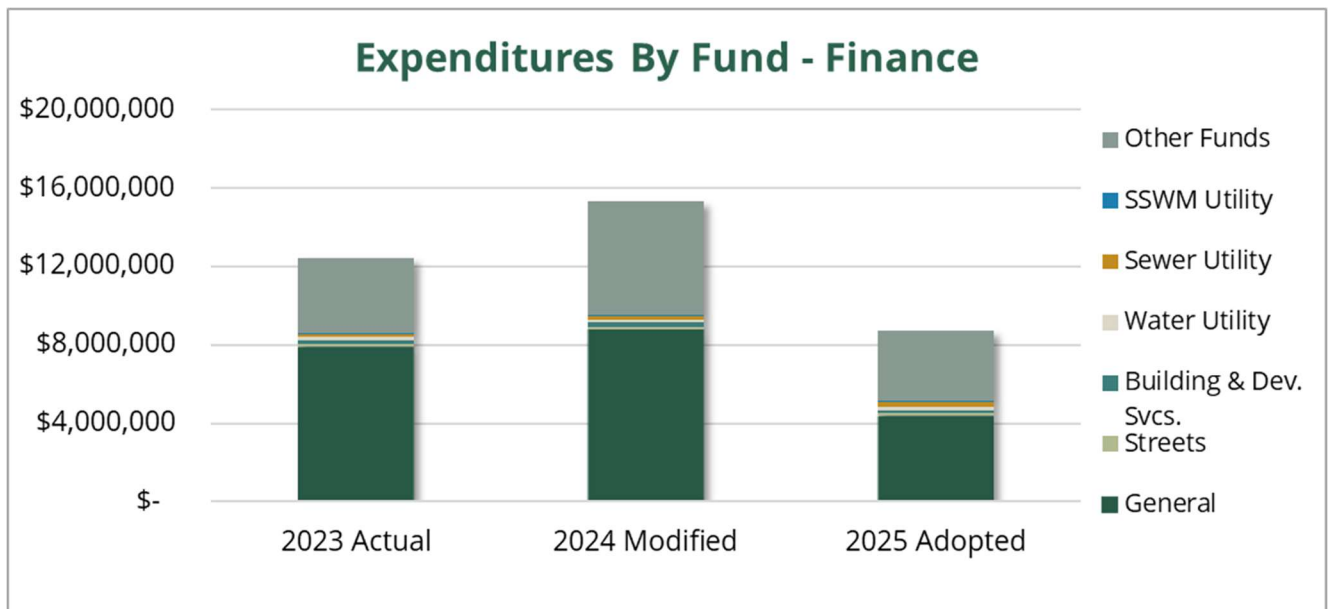
**DEPARTMENT STAFFING – FINANCE AND ADMINISTRATIVE SERVICES**





EXPENDITURES BY FUND – FINANCE AND ADMINISTRATIVE SERVICES

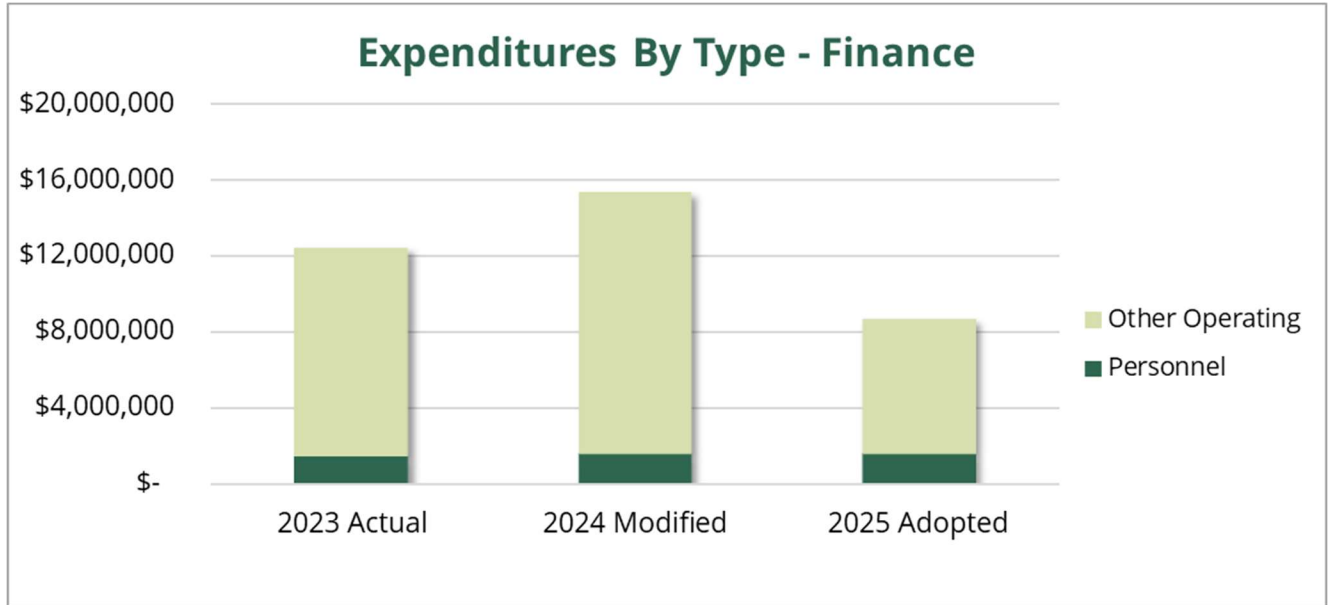
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 7,904,237	\$ 8,763,010	\$ 4,392,695	\$ (4,370,315)
Streets	\$ 141,430	\$ 156,769	\$ 154,113	\$ (2,656)
Building & Dev. Svcs.	\$ 216,362	\$ 242,305	\$ 110,181	\$ (132,124)
Water Utility	\$ 144,470	\$ 149,554	\$ 207,962	\$ 58,408
Sewer Utility	\$ 155,467	\$ 160,855	\$ 237,597	\$ 76,742
SSWM Utility	\$ 45,210	\$ 50,219	\$ 72,071	\$ 21,852
Other Funds	\$ 3,838,525	\$ 5,834,900	\$ 3,528,953	\$ (2,305,947)
<b>Total</b>	<b>\$ 12,445,701</b>	<b>\$ 15,357,612</b>	<b>\$ 8,703,572</b>	<b>\$ (6,654,040)</b>





**EXPENDITURES BY TYPE – FINANCE AND ADMINISTRATIVE SERVICES**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 1,408,504	\$ 1,533,754	\$ 1,547,073	\$ 13,319
Other Operating	\$ 11,037,197	\$ 13,823,858	\$ 7,156,499	\$ (6,667,359)
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 12,445,701</b>	<b>\$ 15,357,612</b>	<b>\$ 8,703,572</b>	<b>\$ (6,654,040)</b>





**PERFORMANCE MEASURES – FINANCE AND ADMINISTRATIVE SERVICES**

**ACCOUNTING**

Indicators	2021	2022	2023	2024
State Audit Results (for prior year report)	1 Finding	No Findings	No Findings	N/A
Number of Accounts Payable Invoices Processed	6,365	6,285	6,273	6,558
Number of Cash Receipt Transactions Processed	28,953	30,409	29,131	24,648
Number of Payroll Direct Deposits Processed	3,087	3,250	3,347	3,631
Number of Business Licenses Issued	4,227	4,088	4,180	3,364
Number of New Business Licenses Issued	881	916	899	654
Obtained Certificate of Achievement for Excellence in Financial Reporting from	Yes	Yes	Waiting	N/A

**BUDGET**

Indicators	2021	2022	2023	2024
Bond Rating Change over Time	Aaa	Aaa	Aaa	Aaa
Obtained Distinguished Budget Award from GFOA	Yes		Yes	



# Municipal Court

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**MUNICIPAL COURT**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	377,341	468,761	405,177	427,632
Benefits	125,852	134,213	106,981	111,406
<b>Salaries &amp; Benefits</b>	<b>503,193</b>	<b>602,974</b>	<b>512,158</b>	<b>539,038</b>
Supplies	6,037	6,000	6,500	6,500
<b>Supplies</b>	<b>6,037</b>	<b>6,000</b>	<b>6,500</b>	<b>6,500</b>
Professional Services	32,056	8,000	22,980	23,417
Communication	4,047	300	3,605	3,605
Travel	329	2,000	1,000	1,000
Training	3,176	3,500	4,500	4,500
Operating Leases	65,454	16,000	13,000	13,000
Repair & Maintenance	327	-	-	-
All Other Miscellaneous	25,078	3,000	3,000	3,000
<b>Services &amp; Charges</b>	<b>130,468</b>	<b>32,800</b>	<b>48,085</b>	<b>48,522</b>
Intergovernmental Services	-	2,000	3,000	3,000
<b>Intergovernmental &amp; Interfund</b>	<b>-</b>	<b>2,000</b>	<b>3,000</b>	<b>3,000</b>
<b>TOTAL EXPENDITURES</b>	<b>639,698</b>	<b>643,774</b>	<b>569,743</b>	<b>597,060</b>



## MUNICIPAL COURT

### BUDGET NOTES AND CHANGES – MUNICIPAL COURT

- Hold half-time Senior Judicial Specialist vacant in 2025 and 2026 yielding an annual savings of \$57,000.
- Increase \$13,000 annually for court security professional services.

### DEPARTMENT SUMMARY – MUNICIPAL COURT

The Municipal Court's \$1.2 Million 2025-26 Biennial budget meets the overall 8% budget reduction across the biennium as compared to the 2025-26 calculated status quo budget.

The Bainbridge Island Municipal Court provides a local forum for fair, accessible, and timely resolution of alleged violations of Washington State statutes and municipal ordinances that occur on Bainbridge Island.

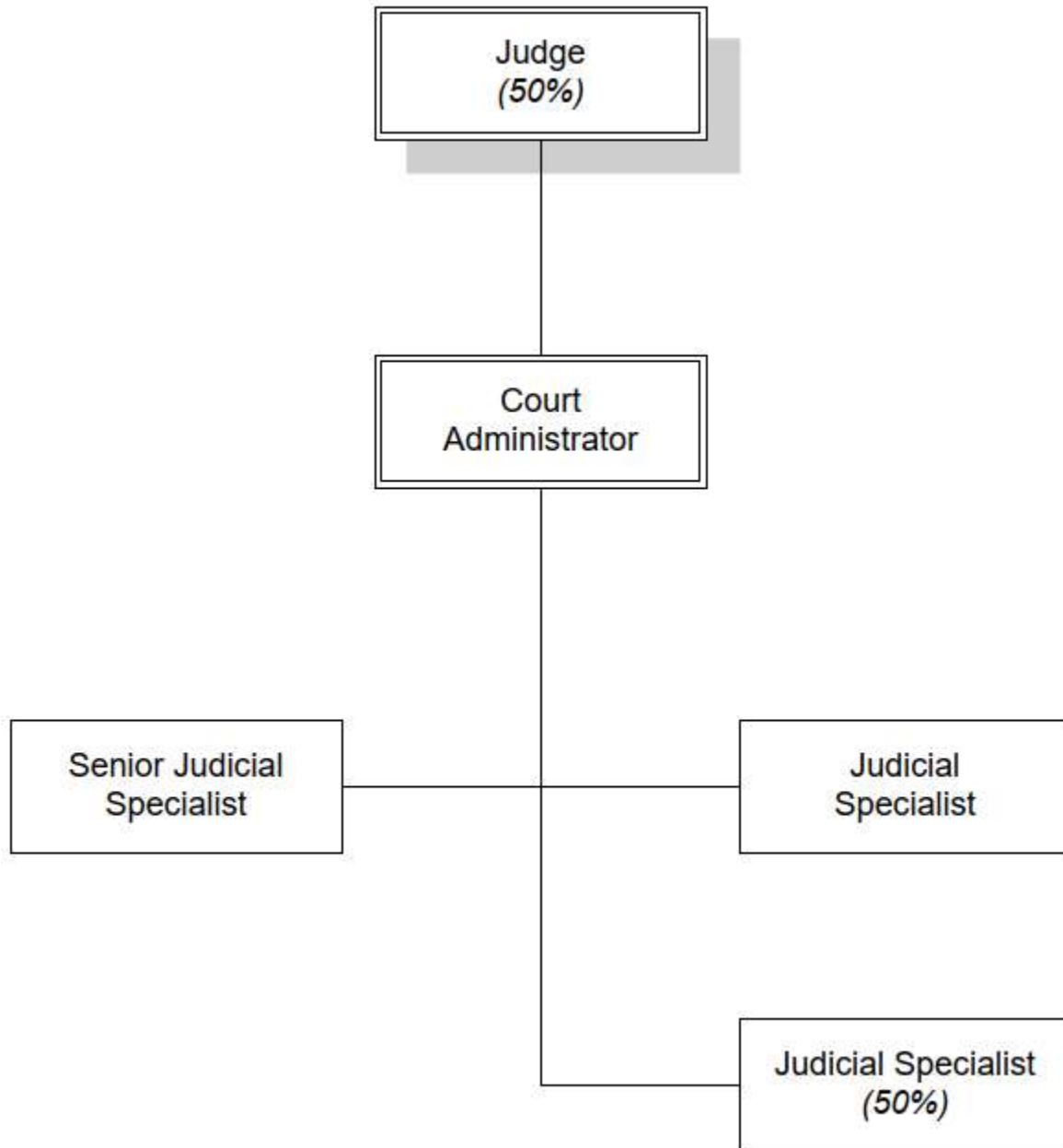
The Municipal Court has jurisdiction over misdemeanor criminal cases, traffic infractions, parking citations, and municipal code violations filed by the Bainbridge Island Police Department, the Prosecuting Attorney, animal control, and the City code compliance staff. Court administration oversees the Court's schedule and tracks fines and penalties paid to the Court.

The Court maintains a probation function to monitor defendants who are placed on probation or are subject to pre-trial diversion agreements. The judge conducts probation review hearings to ensure and support full compliance with these agreements.

The Court provides passport processing by appointment. The Court also provides passport photographs for a fee. Passport processing is one of the most asked for services by City residents.



**ORGANIZATIONAL CHART - MUNICIPAL COURT**



### **SERVICES PROVIDED – MUNICIPAL COURT**

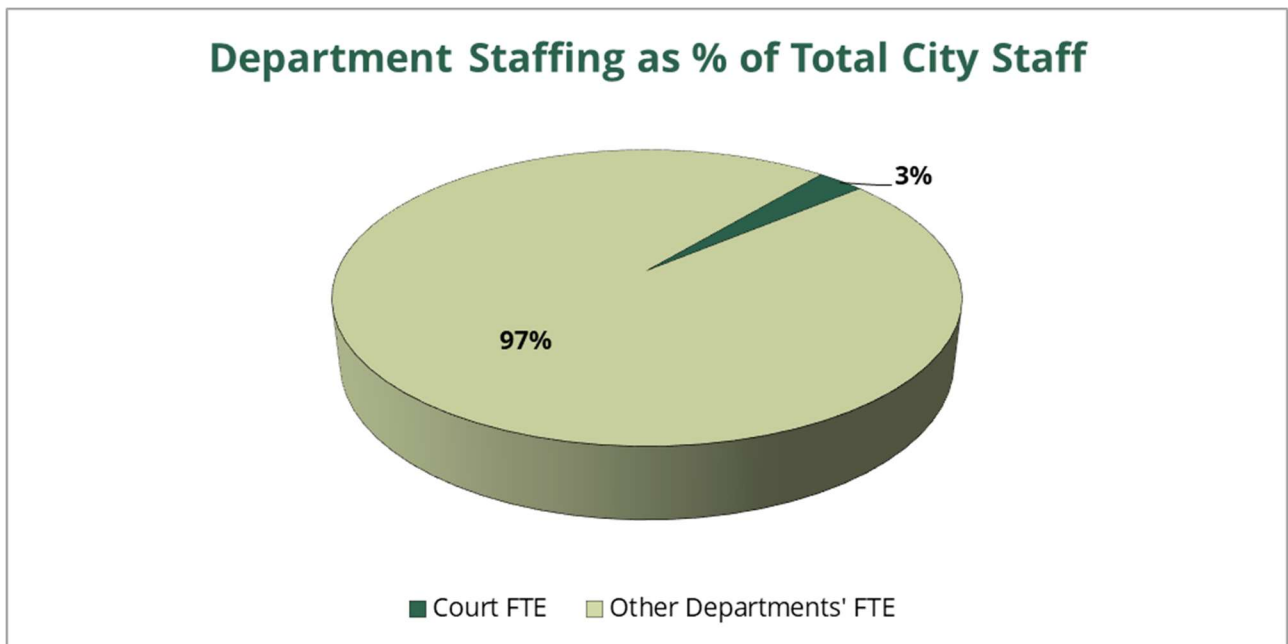
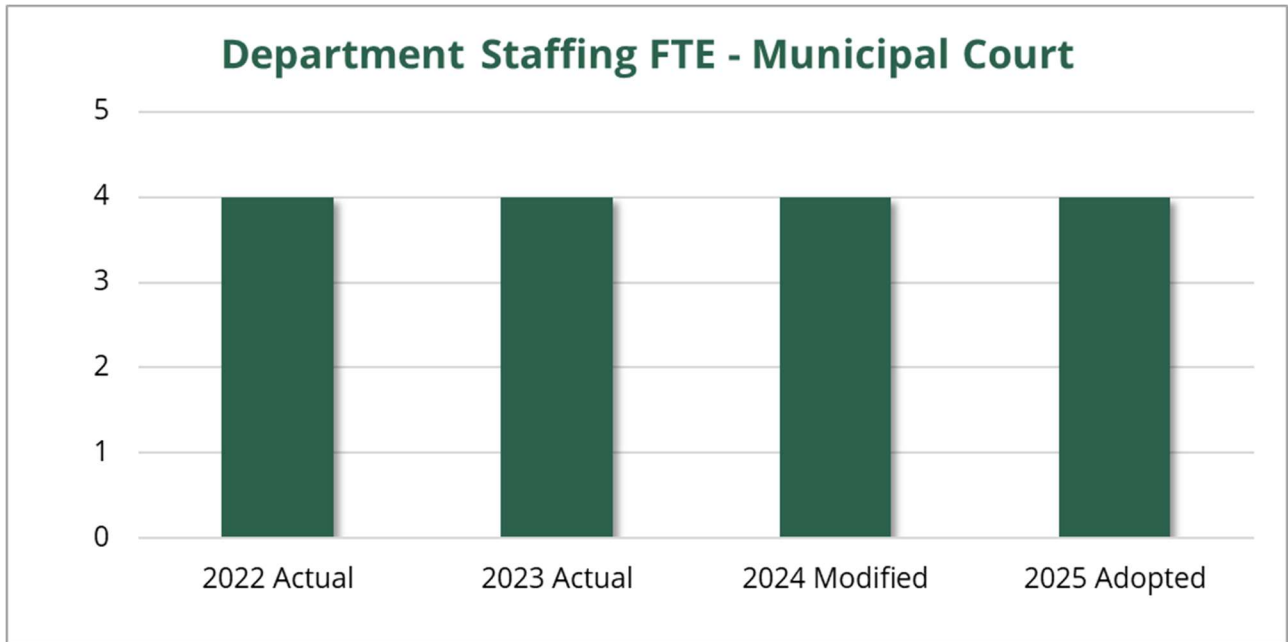
- Adjudication of criminal misdemeanor offenses such as domestic violence assault, driving under the influence of alcohol and drugs, hit and run, theft, and vehicle prowling.
- Mitigation and contested hearings for parking, traffic, animal control, and code violations.
- Probation monitoring for all pre-trial diversion agreements and misdemeanor sentencing conditions.
- Monitoring of offenders placed on electronic home detention, SCRAM alcohol monitoring devices, and GPS monitoring devices.
- YWCA domestic violence advocates. Advocates provide information and advocacy-based counseling for victims of domestic violence in criminal cases. The YWCA staff also assists victims with petitions for protection orders filed in District and Superior Courts.
- Passport application acceptance.

### **OBJECTIVES FOR 2025-2026 – MUNICIPAL COURT**

- Continue to provide court services both remotely and in-person. Members of the public may observe court by Zoom or attend in-person.
- Continue to develop website forms and resources to provide optimal services to the public.
- Provide passport appointments.



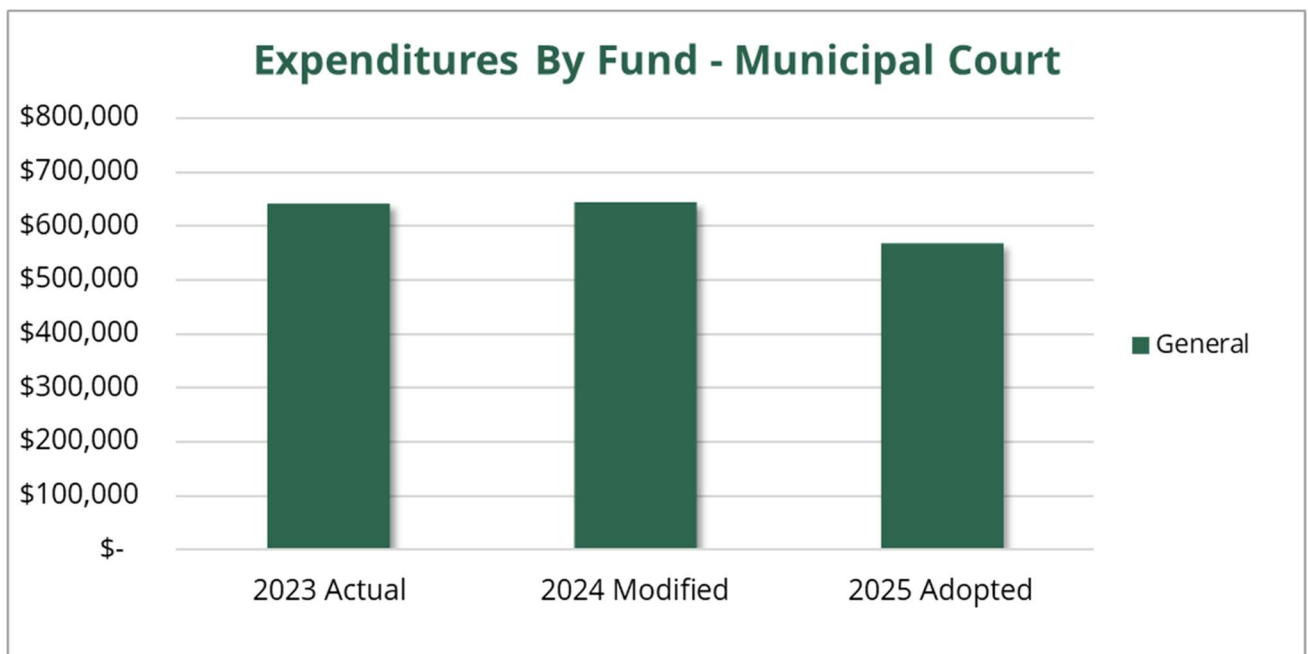
**DEPARTMENT STAFFING – MUNICIPAL COURT**





**EXPENDITURES BY FUND - MUNICIPAL COURT**

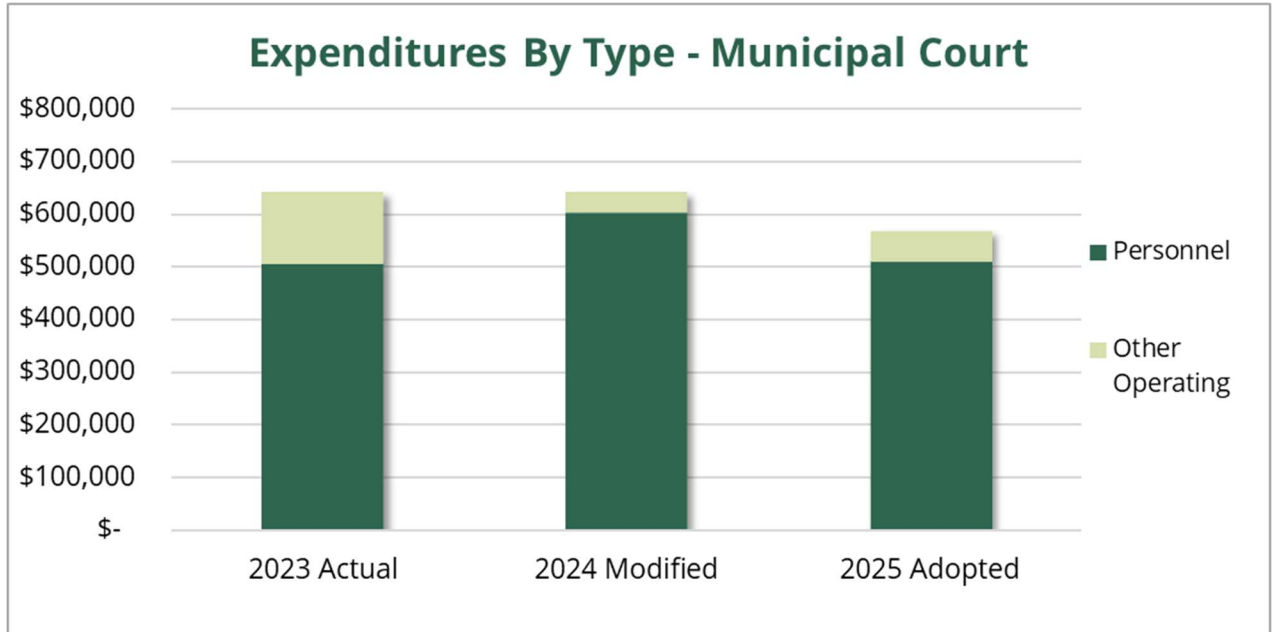
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 642,761	\$ 643,774	\$ 569,743	\$ (74,031)
Streets	\$ -	\$ -	\$ -	\$ -
Building & Dev. Svcs.	\$ -	\$ -	\$ -	\$ -
Water Utility	\$ -	\$ -	\$ -	\$ -
Sewer Utility	\$ -	\$ -	\$ -	\$ -
SSWM Utility	\$ -	\$ -	\$ -	\$ -
Other Funds	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 642,761</b>	<b>\$ 643,774</b>	<b>\$ 569,743</b>	<b>\$ (74,031)</b>





**EXPENDITURES BY TYPE - MUNICIPAL COURT**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 507,496	\$ 602,974	\$ 512,158	\$ (90,816)
Other Operating	\$ 135,265	\$ 40,800	\$ 57,585	\$ 16,785
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 642,761</b>	<b>\$ 643,774</b>	<b>\$ 569,743</b>	<b>\$ (74,031)</b>





**PERFORMANCE MEASURES**

Indicators	2021	2022	2023	2024
Cases Filed	367	467	1,250	1,466
Cases Disposed of	437	514	779	863
Hearings Held	1,454	1,023	1,900	1,546
Number of Passports Processed	57	1,014	1,315	547*

\* Passport services were limited in the first half of 2024 due to staffing shortages.



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# Planning & Community Development

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**PLANNING & COMMUNITY DEV**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	1,895,914	2,120,904	2,337,937	2,403,392
Benefits	681,259	706,541	858,371	902,928
<b>Salaries &amp; Benefits</b>	<b>2,577,173</b>	<b>2,827,445</b>	<b>3,196,308</b>	<b>3,306,320</b>
Supplies	8,075	15,500	8,000	8,000
<b>Supplies</b>	<b>8,075</b>	<b>15,500</b>	<b>8,000</b>	<b>8,000</b>
Professional Services	470,691	314,700	87,500	237,500
Communication	3,841	13,000	11,500	11,500
Travel	388	2,850	2,000	2,000
Training	11,860	13,900	12,450	12,450
Advertising	6,780	12,300	10,500	10,500
Operating Leases	35,696	35,056	24,200	24,200
Insurance	15	50	15	15
Repair & Maintenance	12,662	-	-	-
All Other Miscellaneous	10,800	12,300	4,800	8,800
<b>Services &amp; Charges</b>	<b>552,734</b>	<b>404,156</b>	<b>152,965</b>	<b>306,965</b>
<b>TOTAL EXPENDITURES</b>	<b>3,137,982</b>	<b>3,247,101</b>	<b>3,357,273</b>	<b>3,621,285</b>

## PLANNING & COMMUNITY DEVELOPMENT

### BUDGET NOTES AND CHANGES – PLANNING & COMMUNITY DEVELOPMENT

- Maintain budget of \$62,500 annually (\$125,000 over the biennium) for implementation of the Comprehensive Plan.
- Reduce amount needed for Winslow Subarea Plan in 2025 by \$137,000. Maintain \$150,000 in 2026 for continuing work on the Winslow Subarea Plan as existing appropriations are expected to be spent by the end of 2025.
- Hold Building Inspector position vacant for 2025 and 2026 yielding a savings of \$135,000 per year.

### DEPARTMENT SUMMARY – PLANNING & COMMUNITY DEVELOPMENT

The Planning and Community Development's \$7.0 Million 2025-26 Biennial budget meets the overall 8% budget reduction across the biennium as compared to the 2025-26 calculated status quo budget. A summary of the services provided is given below:

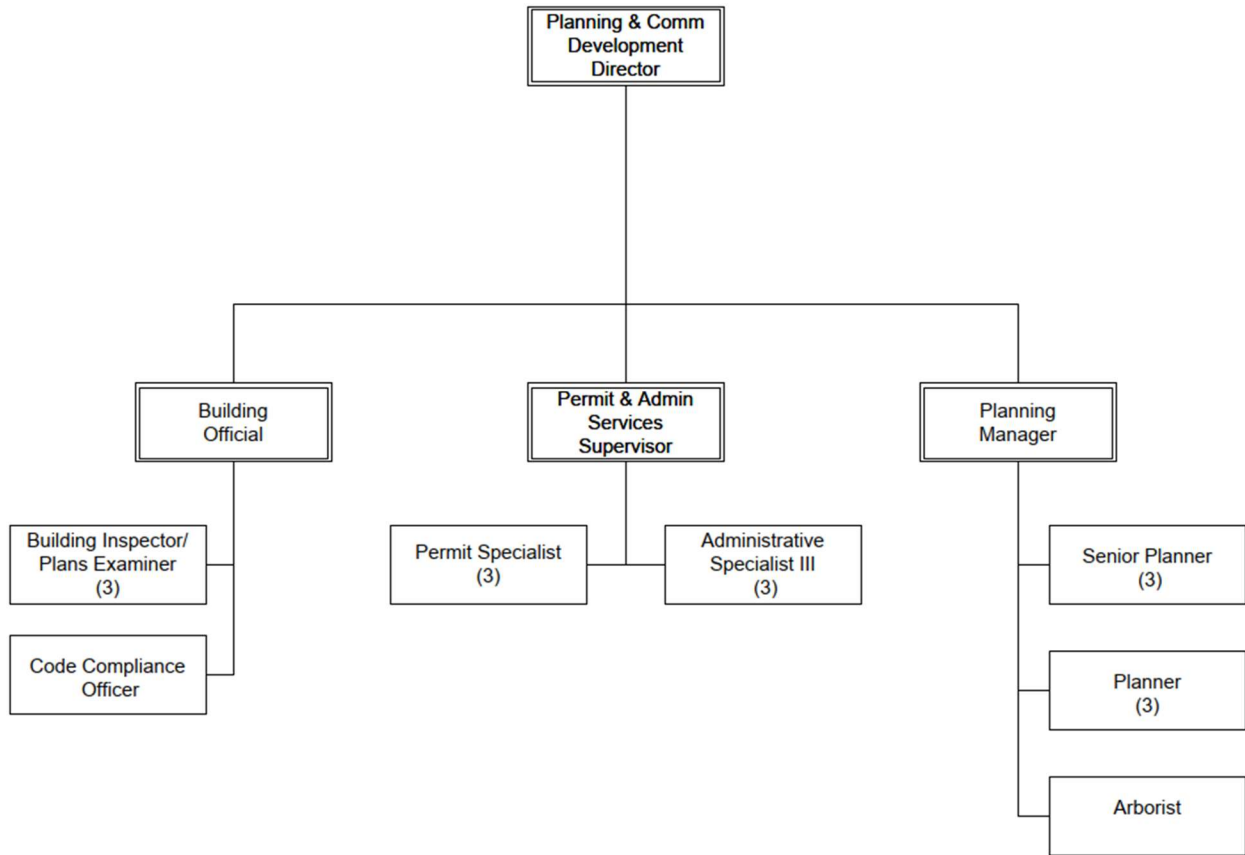
- The Planning and Community Development Department oversees the City's Comprehensive Plan and implements its land use and environmental policies and regulations through planning and building permit review, inspections, ordinance development and code compliance. The department engages the public through a variety of avenues intended to keep residents involved in long range planning projects, proposed development activities, regulatory changes, and citizen-appointed advisory boards and commissions. Department staff also engage the public through online and front counter customer service for Current and Long-Range planning, building and code compliance questions and permit procedures.
- Most staff time and expertise focus on reviewing development proposals for conformance with adopted municipal codes for both building safety and appropriate uses of land. Planning staff ensure development and land use proposals comply with applicable zoning, shoreline, critical areas, and environmental regulations.
- Planning staff are responsible for updating the municipal codes, maintaining and updating plan requirements such as the Comprehensive Plan, Shoreline Management Program, and specialized studies and plans for selected neighborhoods or selected

sections of the Comprehensive Plan such as the Winslow Subarea Plan. Adopted plans provide a basis for consistency and transparency in City services and decisions.

- Building services staff administer the International Building Codes for residential, commercial, and industrial structures through plan review, permitting and inspection services with the goal of protecting the health, safety, and welfare of homeowners and the community. The Building Division is also responsible for FEMA Floodplain Management and citywide parcel addressing coordination. Substantial efficiencies are gained since all building inspectors are certified plans examiners, which minimizes the need for both position types.
- The code compliance staff person investigates code violation complaints with the goal of working with residents to resolve code enforcement issues and bring properties into compliance while increasing awareness of the City's regulations.



### ORGANIZATIONAL CHART – PLANNING & COMMUNITY DEVELOPMENT



## SERVICES PROVIDED – PLANNING & COMMUNITY DEVELOPMENT

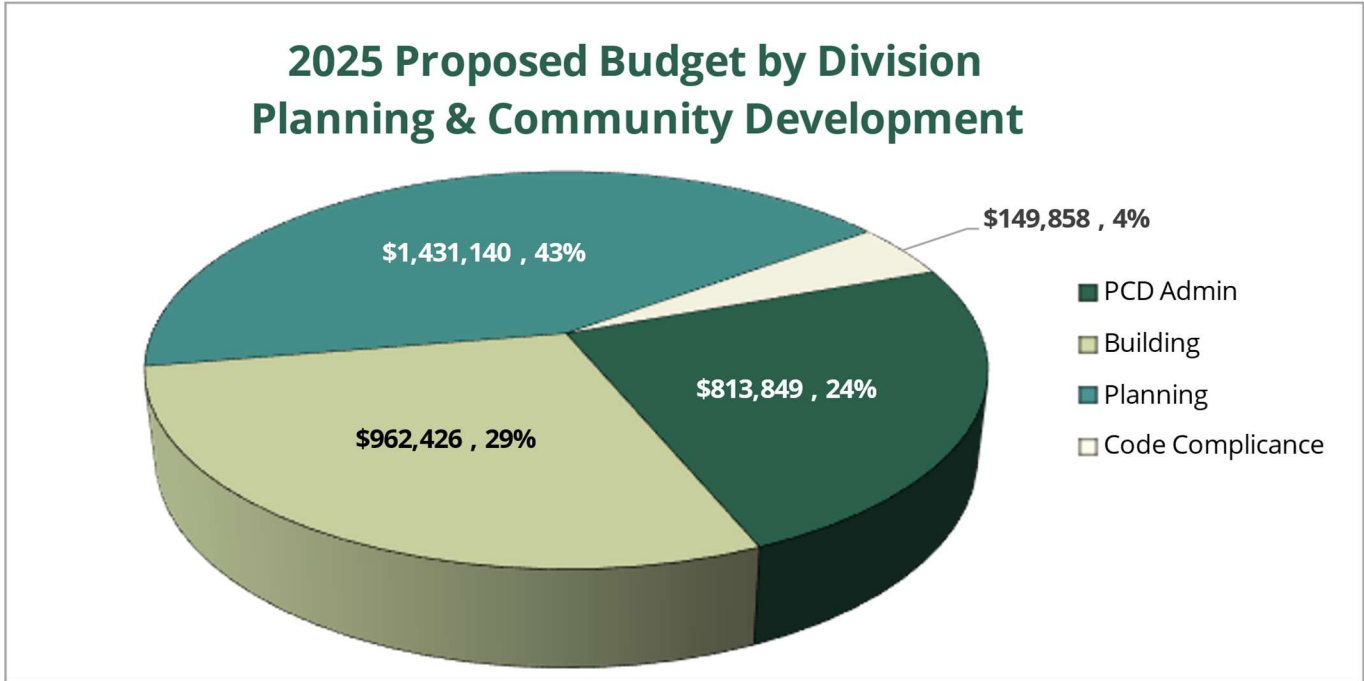
- Serve as a resource to the community for information on the municipal code (i.e., zoning, development regulations, building requirements, environmental, shoreline, trees and vegetation and critical areas) and City planning and permitting processes.
- Review and process applications for residential and commercial development permits and conduct site inspections.
- Coordinate with and apply state and local requirements for both internal and external agencies such as, but not limited to the City Public Works Departments, Bainbridge Island Fire Department and Metro Park and Recreation District, Kitsap Public Health District, Washington State Departments of Ecology, Labor and Industries, Natural Resources and Fish and Wildlife, Puget Sound Clean Air Agency, and the Federal Emergency Management Agency National Flood Insurance Program requirements.
- Review and process business licenses and special-event permits to ensure compliance with zoning regulations and to ensure public safety.
- Implement emergency operations through the Department of Health Services, WA-Safe Post Disaster preparedness program administered by the Washington Building Official Association (WABO) should an event occur wherein the need to the Applied Technologies Council (ATC-20 program is needed for earthquake or flood damage.
- Review and investigate alleged code violations while bringing violations into compliance.
- Review and process Comprehensive Plan and Zoning Map amendment requests and rezone requests.
- At the direction of City Council, develop and process ordinances amending the City's land use, environmental and zoning regulations.
- Provide staff time and resources to the Planning Commission and Design Review Board, and other advisory groups related to land use, development projects and environmental issues.
- Coordinate with the County and its cities on regional planning activities.
- Provide expert knowledge and advice on tree related issues while educating the community on the importance of stewardship of urban forests. Process tree-related

permits to ensure compliance with city tree and environmental codes, such as hazardous trees, shoreline pruning, and replanting.

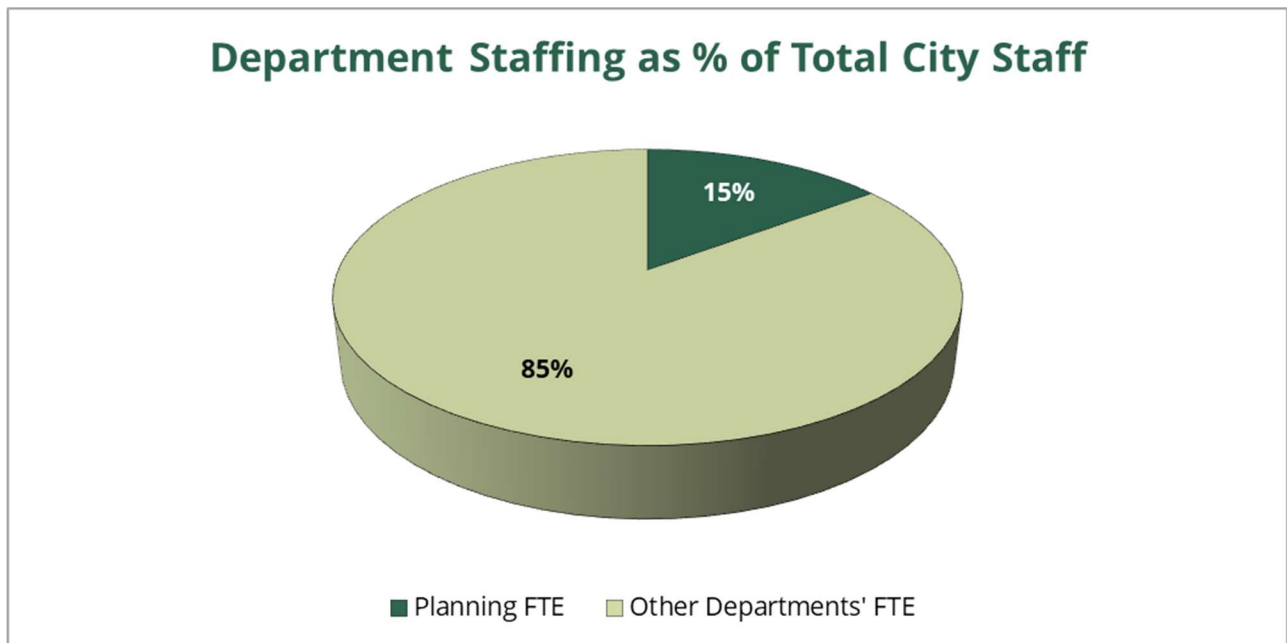
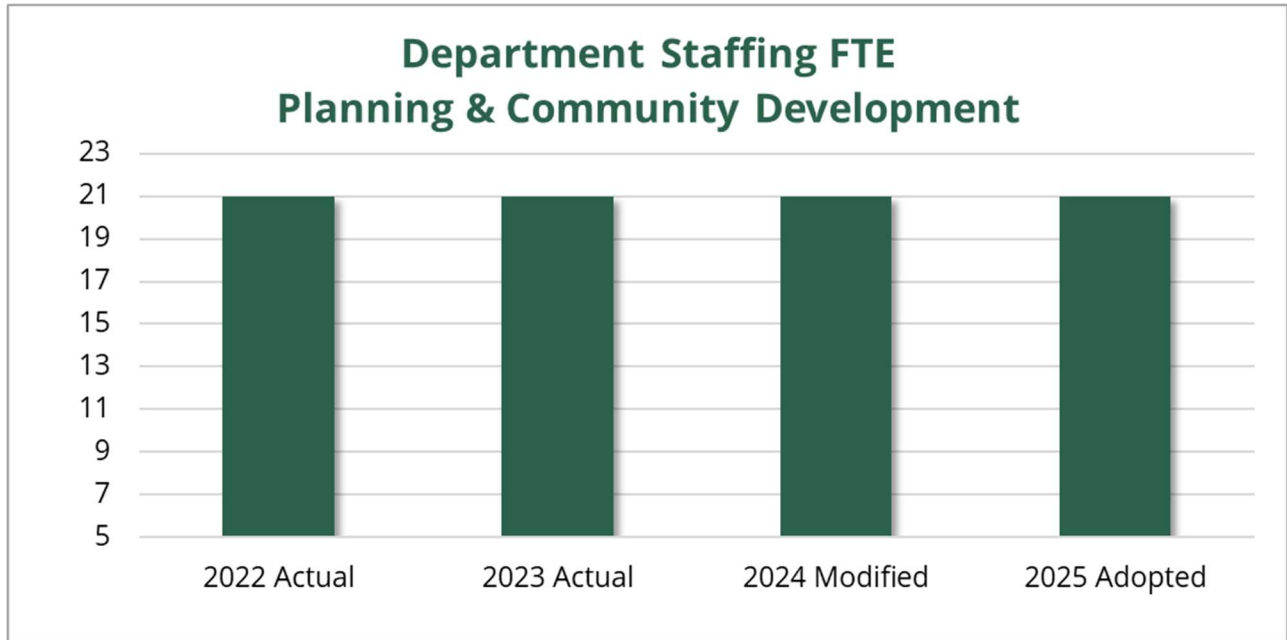
### **OBJECTIVES FOR 2025–2026 – PLANNING & COMMUNITY DEVELOPMENT**

- Ensure all staff are engaged and feel appreciated by maintaining an inclusive work environment where staff have access to appropriate professional development opportunities, including planning, customer service and DEI trainings over the biennium.
- Adopt and revise Standard Operating Procedures for permit review to meet new statutory timelines and reporting requirements under SB 5290.
- Initiate and complete the periodic update of the Critical Areas Ordinance.
- Complete the Winslow Subarea Plan update and the Comprehensive Plan periodic review and update, including promulgating implementing development regulations for the island and consideration of area-specific plans for the designated neighborhood centers.
- Implement the adopted Housing Action Plan and affordable housing initiatives through project development consultations, permit reviews and updates to city planning codes as directed by the City Council.
- Work cooperatively with public and private groups and individuals on shoreline management and environmental conservation.
- Provide staff assistance to City representatives on the Kitsap Regional Coordinating Council and as a member government to the Puget Sound Regional Council.
- Support implementation of Climate Action Plan and Race Equity Advisory Council recommendations as approved by Council.
- Initiate the periodic review and update of the Shoreline Master Program.
- Adopt the updated International Building Code which includes the Federal Emergency Management Agencies (FEMA) Flood Damage Prevention Ordinance as required by the National Flood Insurance Program (NFIP).

**DEPARTMENT SUMMARY – PLANNING & COMMUNITY DEVELOPMENT**



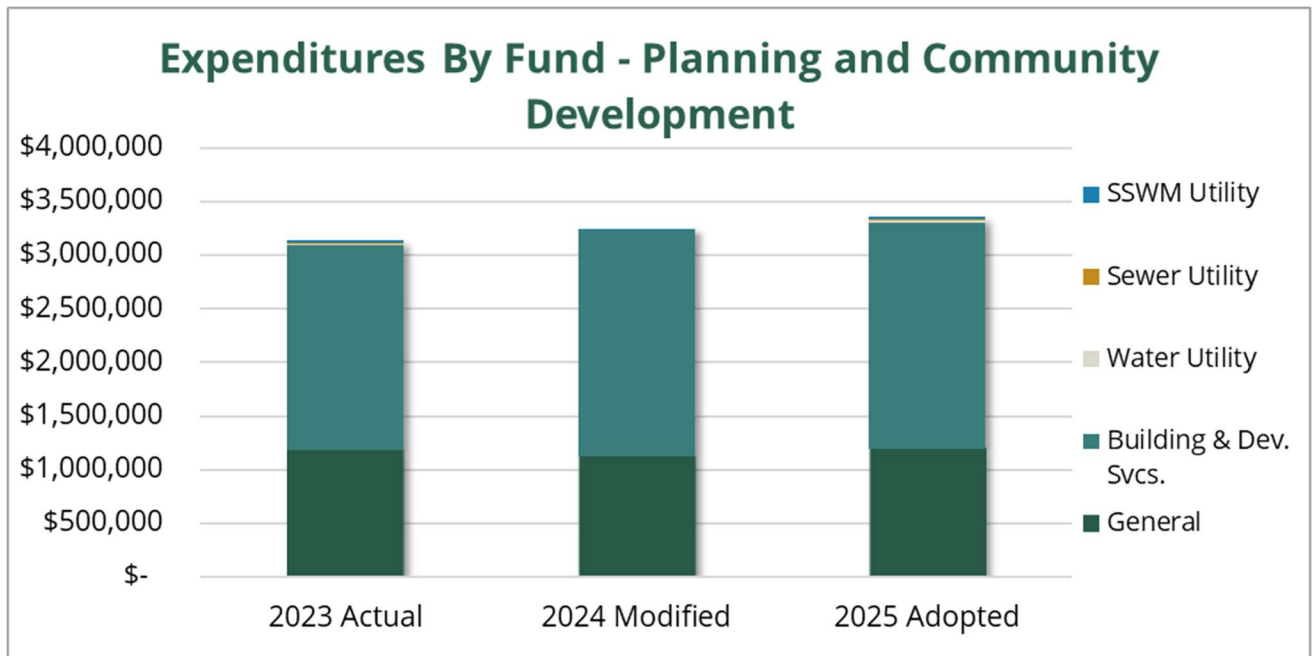
**DEPARTMENT STAFFING – PLANNING & COMMUNITY DEVELOPMENT**





**EXPENDITURES BY FUND - PLANNING & COMMUNITY DEVELOPMENT**

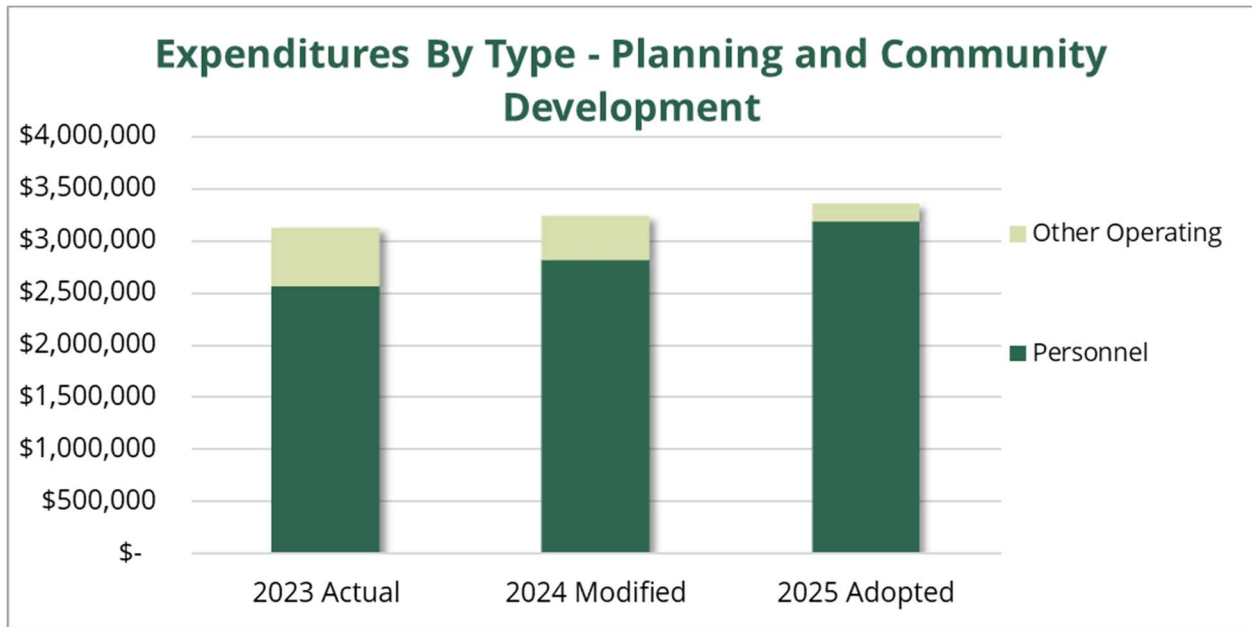
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 1,185,210	\$ 1,128,534	\$ 1,194,249	\$ 65,715
Streets	\$ -	\$ -	\$ -	\$ -
Building & Dev. Svcs.	\$ 1,910,398	\$ 2,098,563	\$ 2,110,195	\$ 11,632
Water Utility	\$ 12,596	\$ 3,017	\$ 15,913	\$ 12,896
Sewer Utility	\$ 12,596	\$ 3,017	\$ 15,913	\$ 12,896
SSWM Utility	\$ 17,181	\$ 13,970	\$ 21,003	\$ 7,033
Other Funds	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,137,981</b>	<b>\$ 3,247,101</b>	<b>\$ 3,357,273</b>	<b>\$ 110,172</b>





**EXPENDITURES BY TYPE – PLANNING & COMMUNITY DEVELOPMENT**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 2,577,173	\$ 2,827,445	\$ 3,196,308	\$ 368,863
Other Operating	\$ 560,808	\$ 419,656	\$ 160,965	\$ (258,691)
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 3,137,981</b>	<b>\$ 3,247,101</b>	<b>\$ 3,357,273</b>	<b>\$ 110,172</b>





**PERFORMANCE MEASURES**

**BUILDING SERVICES**

Indicator	2021	2022	2023	2024
Average Permit Turnaround (in days)	83	73	123	48
Percent of Construction Document Review Completed in 30 Days (1st Submittal)	37%	37%	58%	82%
Number of Building Plans Reviewed (including revisions)	298	403	333	385
Number of Building Site Inspections Performed	1,040	1,082	1,309	2,354
Commercial Permits Issued	44	66	65	60
Residential Permits Issued	737	721	690	626
Total Number of Building Permits Issued	781	787	755	686

**CURRENT PLANNING**

Indicators	2021	2022	2023	2024
Number of Planning Permits Submitted	305	317	307	276
Number of Planning Permits Completed	189	201	206	231
Average Days for Permit Completion*				129
Number of Clearing Permits Issued	69	49	49	56
Number of Appeals	0	2	1	3

\*Not measured by the existing software configuration until January 2024



### LONG-RANGE PLANNING

Indicators	2021	2022	2023	2024
Number of Ordinances in Legislative Process	2	0	0	1
Number of Approved Ordinances	10	6	8	9
Number of Approved Resolutions	4	2	2	1

### CODE COMPLIANCE

Indicators	2021	2022	2023	2024
See Click Fix notices	109	156	194	175
Service Request Converted to Full Cases	21	42	18	12
Cases Move Forward to Enforcement	0	5	14	4
Sign Permits Issued	5	3	11	9

### MAJOR PROJECTS & INITIATIVES

Indicator	Year Started	Complete as of Q4 2024 (%)
Winslow Subarea Plan Updates	2022	70%
Comprehensive Plan Review/Update	2023	70%
Housing Action Plan Implementation	2023	20%
Shoreline Master Program*	N/A	0%
Critical Areas	2025	0%

\* Shoreline Master Program is currently on hold due to staffing shortages



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# Public Safety

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**PUBLIC SAFETY**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	3,743,067	4,100,275	4,247,064	4,459,063
Benefits	1,338,814	1,341,858	1,487,577	1,557,089
<b>Salaries &amp; Benefits</b>	<b>5,081,880</b>	<b>5,442,133</b>	<b>5,734,641</b>	<b>6,016,152</b>
Supplies	130,686	218,400	139,400	151,950
Computer Equipment & Software	99,859	101,700	18,500	19,000
<b>Supplies</b>	<b>230,545</b>	<b>320,100</b>	<b>157,900</b>	<b>170,950</b>
Professional Services	34,781	91,500	62,000	63,000
Travel	6,319	17,000	12,900	13,950
Training	31,391	77,700	42,000	43,000
Advertising	669	4,500	1,500	1,500
Operating Leases	198,072	223,527	113,414	114,414
Repair & Maintenance	108,815	123,500	180,000	184,600
All Other Miscellaneous	12,899	23,450	25,800	26,750
<b>Services &amp; Charges</b>	<b>392,945</b>	<b>561,177</b>	<b>437,614</b>	<b>447,214</b>
Intergovernmental Services	375,036	497,000	388,000	403,000
<b>Intergovernmental &amp; Interfund</b>	<b>375,036</b>	<b>497,000</b>	<b>388,000</b>	<b>403,000</b>
<b>TOTAL EXPENDITURES</b>	<b>6,080,406</b>	<b>6,820,410</b>	<b>6,718,155</b>	<b>7,037,316</b>



## **PUBLIC SAFETY**

### **BUDGET NOTES AND CHANGES – PUBLIC SAFETY**

- Hold patrol position vacant.
- Decreased department-wide training budget by \$35,000 annually.
- Decreased derelict vessel removal budget by \$16,000 annually to align with recent spending trends.
- Decreased supplies/equipment budget department-wide by \$55,000 annually.
- Decreased fuel budget by \$25,000 annually based on analysis of prior year usage/spending.
- Decreased repairs budget by \$18,000 annually.
- Increased software budget by \$5,600 annually for evidence management program.

### **DEPARTMENT SUMMARY – PUBLIC SAFETY**

The Public Safety Department's \$13.7 million 2025-2026 biennial budget meets the overall 8% budget reductions across the biennium as compared to the estimated 2025-2026 status quo budget.

The Bainbridge Island Police Department serves and protects the residents, businesses, guests, and visitors to the Island. Members of the department work individually and collectively to promote peace and public safety through education, enforcement, and outreach. The department consists of four divisions: Administration, Patrol, Investigations and Marine.

The Administration division provides overall direction to the department through policy development, training, and financial management. The Chief and Deputy Chief provide oversight, assistance with capital projects, budgeting, emergency operations, intergovernmental relations, and work with community groups to improve the quality of life for all islanders. The Administration division also maintains records and evidence and responds to public records requests.

The Patrol division is responsible for proactive patrol, traffic enforcement, and is the first response to calls for service. Along with traditional vehicles, this group uses bicycle and foot patrols to serve the public and is the most frequently seen division of the department. Patrol responds to calls for service 24 hours a day to maintain peace and order on the Island.

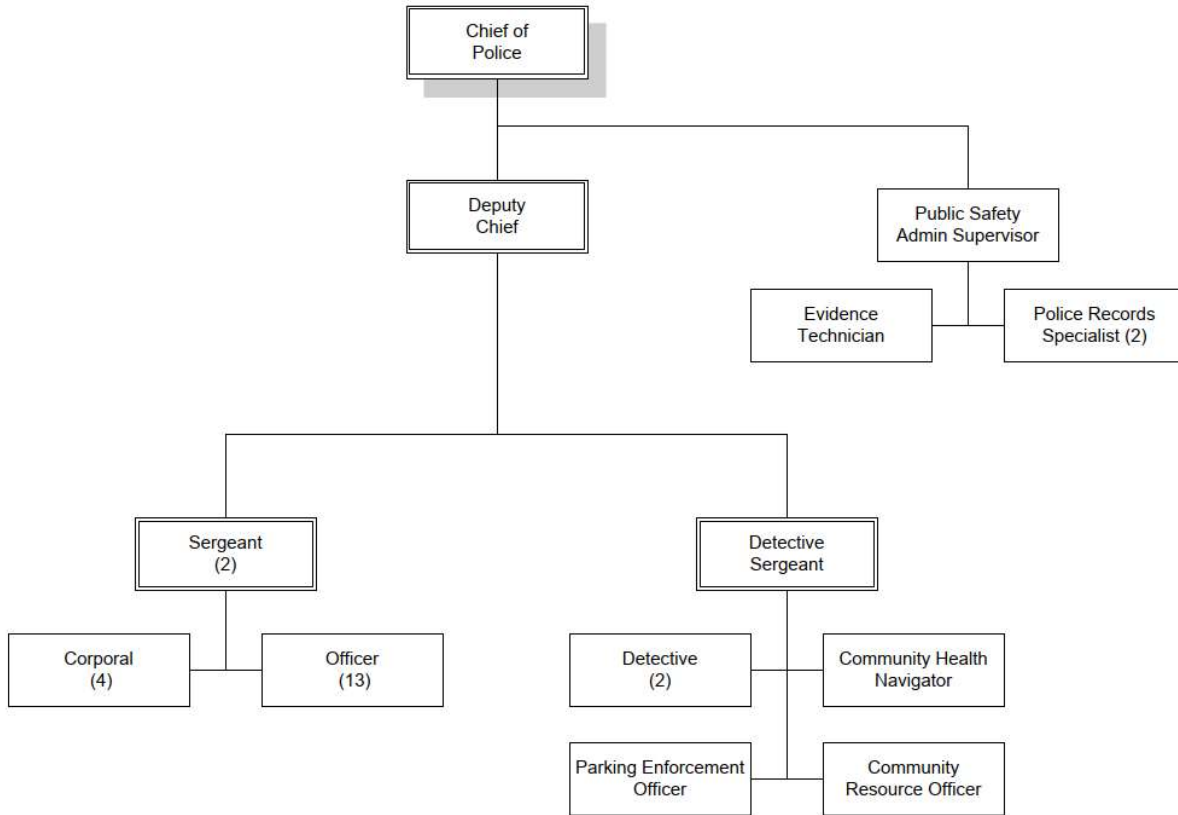
The Investigations division consists of detectives who are assigned cases based on reports received from residents, patrol, and outside agencies. They gather information through court-approved search warrants, witness interviews and other research. Detectives perform follow-up investigations on cases initially handled by patrol officers involving property crimes and crimes against persons and may also provide courtroom testimony and conduct background checks.

The Marine division provides enforcement and safety on the waters surrounding the Island. With 53 miles of Island shoreline the Marine division is a critical component of public safety. This division has several missions; namely the enforcement of marine laws, search and rescue calls for persons and vessels in distress, emergency environmental response, addressing derelict or abandoned vessels, and homeland security duties. Additionally, the Marine division participates in recreational boating enforcement, education, training, and provides vessel inspections.

The Community Health Navigator works with officers and community partners to connect community members in need to resources and support services. The Navigator also works as a system-based advocate to support victims of sexual assault and domestic violence through the criminal investigation and court process.

The Parking Enforcement Officer (PEO) performs field and office work relating to the enforcement of traffic and parking regulations.

**ORGANIZATIONAL CHART – PUBLIC SAFETY**





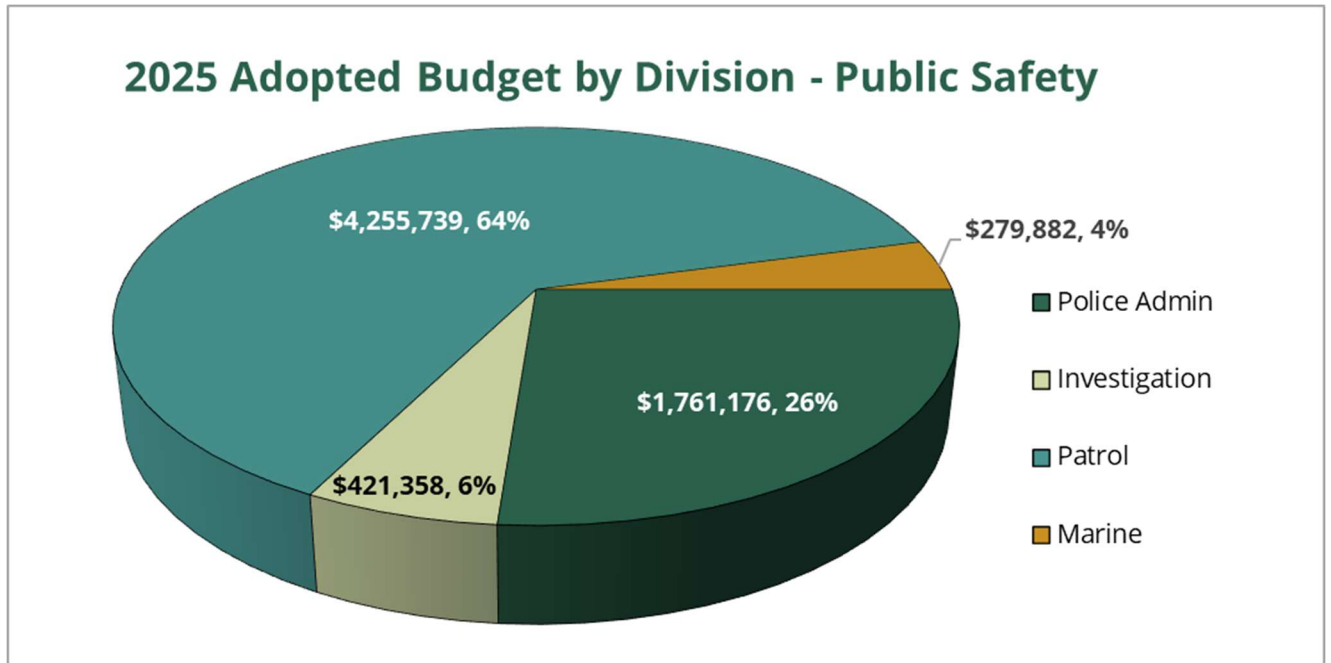
### **SERVICES PROVIDED – PUBLIC SAFETY**

- 911 Calls for service
- Traffic control
- Process protection orders and bench warrants
- Register stolen property
- Homeland and maritime security
- Emergency preparedness
- Animal licensing
- Concealed pistol licenses
- Special event permits
- Fingerprinting
- Found property
- Community outreach events and Community Police Academy
- Alarm registration and vacation house checks

### **OBJECTIVES FOR 2025-2026 – PUBLIC SAFETY**

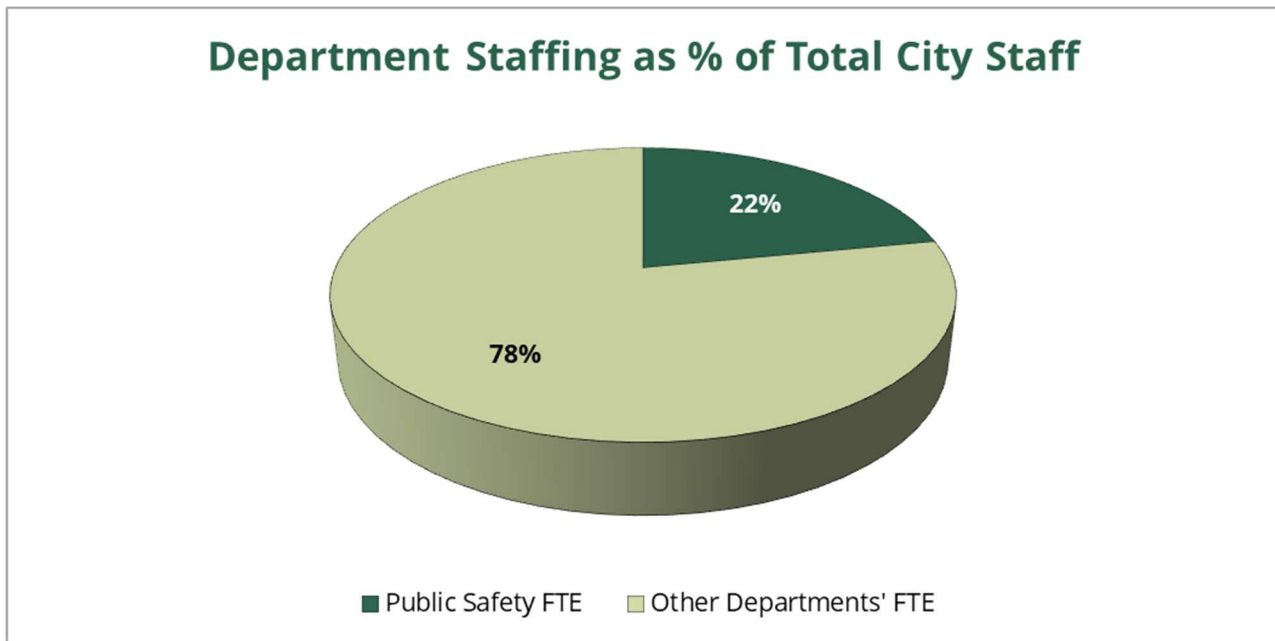
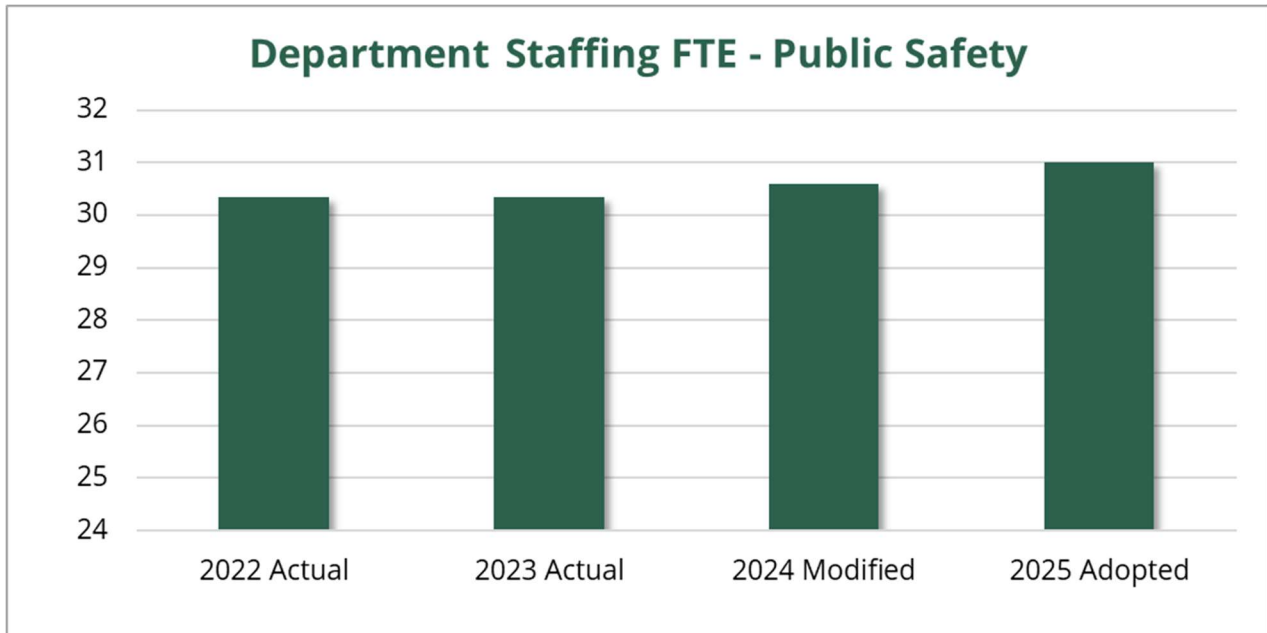
- Develop a comprehensive Strategic Plan with measurable results.
- Develop traffic emphasis program to address speed and collision prone areas by performing traffic stops, issuing traffic citations, and performing DUI arrests and monitoring traffic collision activity.
- Evaluate automated traffic safety cameras used for enforcement by implementing a camera monitoring system and using the system to review offenses and issue citations.
- Acquire equipment for electronic parking enforcement.
- Complete Washington State reaccreditation audit in 2025.
- Continue emphasis on training, leadership development, and professional growth.

**DEPARTMENT SUMMARY – PUBLIC SAFETY**





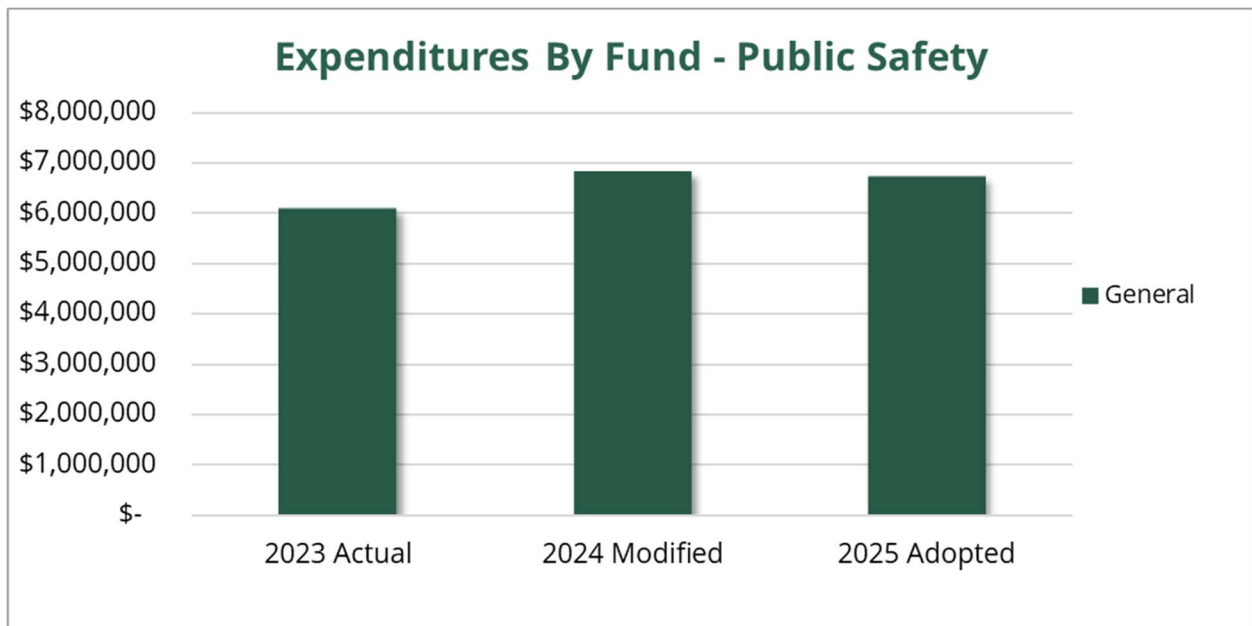
**DEPARTMENT STAFFING – PUBLIC SAFETY**





**EXPENDITURES BY FUND – PUBLIC SAFETY**

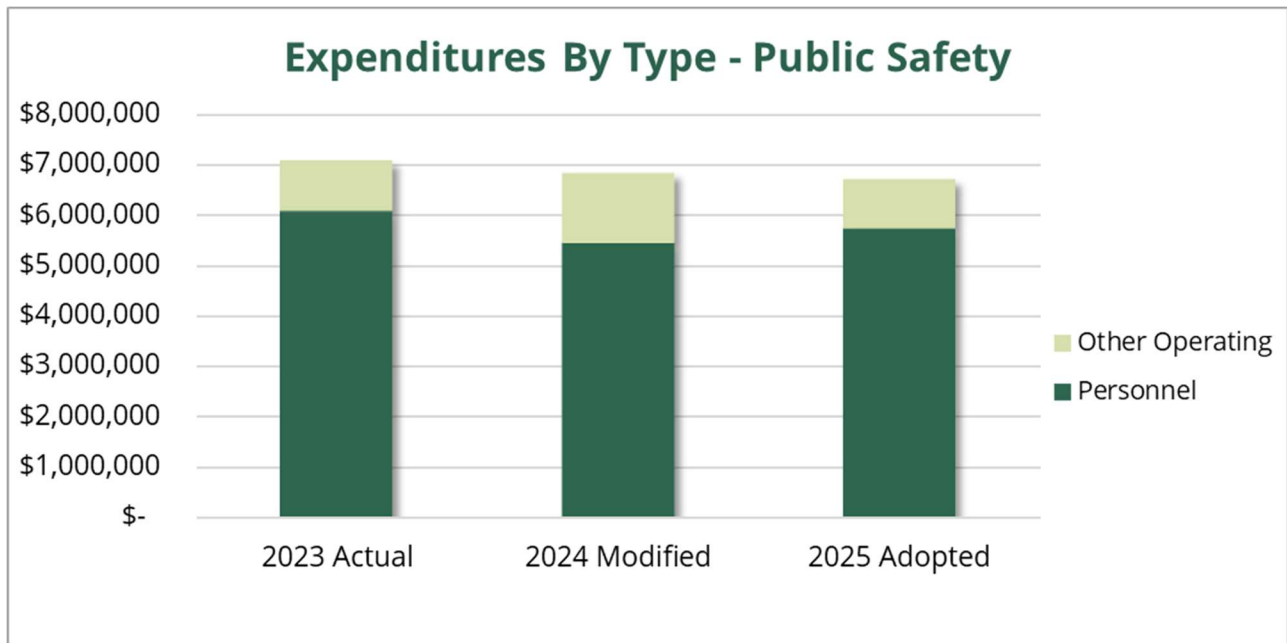
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 6,080,406	\$ 6,820,410	\$ 6,718,155	\$ (102,255)
Streets	\$ -	\$ -	\$ -	\$ -
Building & Dev. Svcs.	\$ -	\$ -	\$ -	\$ -
Water Utility	\$ -	\$ -	\$ -	\$ -
Sewer Utility	\$ -	\$ -	\$ -	\$ -
SSWM Utility	\$ -	\$ -	\$ -	\$ -
Other Funds	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 6,080,406</b>	<b>\$ 6,820,410</b>	<b>\$ 6,718,155</b>	<b>\$ (102,255)</b>





**EXPENDITURES BY TYPE - PUBLIC SAFETY**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 6,080,406	\$ 5,442,133	\$ 5,734,641	\$ 292,508
Other Operating	\$ 998,526	\$ 1,378,277	\$ 983,514	\$ (394,763)
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 7,078,932</b>	<b>\$ 6,820,410</b>	<b>\$ 6,718,155</b>	<b>\$ (102,255)</b>





**PERFORMANCE MEASURES**

Indicator	2021	2022	2023	2024
Calls for Service	9,409	10,046	10,140	9,050
Case Reports	1,348	1,543	1,455	1,794
Criminal Citations	19	12	N/A	N/A
Traffic Infractions	148	242	446	283
Traffic Collisions	156	154	192	182
Adult Arrests	184	165	54	42
Juvenile Arrests	2	14	0	5
Violent Crime Cases Categorized as Domestic Violence	12	15	11	8
Driving Under the Influence	18	22	26	27
Drugs/Narcotics	4	3	5	2
Use of Force Incidents	8	9	10	8
Complaints Against Sworn Personnel: Total	12	13	9	5
Complaints Sustained Against Sworn Personnel: Total	1	2	1	1
Crimes Against Persons (Murder, Forcible Sex Offenses, Robbery, Aggravated Assault, Simple Assault, Intimidation, Non-Forcible Sex Offenses, Kidnapping, Human Trafficking, and Violation of No Contact Order)	63	127	76	112
Crimes Against Persons: Cleared by Arrest	23	50	17	7
Crimes Against Property (Burglary/Breaking and Entering, Arson, Larceny, Motor Vehicle Theft, Extortion / Blackmail, Counterfeiting / Forgery, Fraud, Embezzlement, Stolen Property Offenses, and Destruction / Damage/ Vandalism of Property)	332	562	423	389
Crimes Against Property: Cleared by Arrest	15	16	7	10
Complete and Pass Washington State Reaccreditation audit	Passed			



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# Public Works

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**PUBLIC WORKS**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	4,553,435	5,953,695	5,963,747	6,292,385
Benefits	1,797,746	2,015,091	2,305,960	2,422,773
<b>Salaries &amp; Benefits</b>	<b>6,351,181</b>	<b>7,968,786</b>	<b>8,269,707</b>	<b>8,715,158</b>
Supplies	1,012,686	716,502	778,600	785,820
Computer Equipment & Software	10,644	19,900	20,000	20,300
<b>Supplies</b>	<b>1,023,330</b>	<b>736,402</b>	<b>798,600</b>	<b>806,120</b>
Professional Services	1,586,020	1,044,098	645,750	636,550
Communication	5,635	14,300	7,600	7,600
Travel	4,823	1,850	1,850	2,080
Training	46,832	43,000	53,400	54,000
Advertising	2,260	1,300	1,320	1,320
Operating Leases	402,694	414,554	242,523	241,333
Insurance	60	250	250	260
Utilities	200,135	221,985	220,500	227,900
Repair & Maintenance	1,180,934	3,814,120	2,841,400	3,036,300
All Other Miscellaneous	85,889	69,730	73,450	74,550
<b>Services &amp; Charges</b>	<b>3,515,282</b>	<b>5,625,187</b>	<b>4,088,043</b>	<b>4,281,893</b>
Intergovernmental Services	351,062	339,500	350,500	361,000
<b>Intergovernmental &amp; Interfund</b>	<b>351,062</b>	<b>339,500</b>	<b>350,500</b>	<b>361,000</b>
Capital Equipment	327,976	770,000	870,000	660,000
Capital Projects	11,467,179	14,987,600	36,567,632	9,061,700
<b>Other Expenditures</b>	<b>11,795,155</b>	<b>15,757,600</b>	<b>37,437,632</b>	<b>9,721,700</b>
<b>TOTAL EXPENDITURES</b>	<b>23,036,010</b>	<b>30,427,475</b>	<b>50,944,482</b>	<b>23,885,871</b>



## PUBLIC WORKS

### BUDGET NOTES AND CHANGES – PUBLIC WORKS

#### OPERATING

- Maintain \$1 million annual commitment to street maintenance program.
- Maintain \$1 million annual commitment to facility maintenance program.
- Increase professional services budget by \$70,000 annually through 2027 for mitigation related to the Country Club Bulkhead Reconstruction capital project.
- Increase of \$25,000 annually for noxious weed control program.
- Increase of \$25,000 annually for implementation and prioritization of traffic calming projects.

#### CAPITAL – TAX SUPPORTED

- 2025: Begin construction on the Country Club Road Reconstruction - \$230,000.
- 2025: Develop a conceptual design and permitting strategy for shoreline roadways along Manitou Beach - \$90,000 (grant funded).
- 2025: Begin design and construction for the Pleasant Beach Drive extension - \$375,000.
- 2025: Begin construction on the Public Works Yard Improvements - \$275,000.
- 2025-2026: Continue work on updating charging infrastructure to accommodate the City's growing electric vehicle fleet - \$80,000/yr.
- 2026: Begin construction of the Connecting Centers: Bucklin Hill Non-Motorized improvements project - \$250,000.
- 2026: Begin design phase of the Connecting Centers: Lynwood Center Non-Motorized improvements project - \$1 million (grant funded).
- 2026: procurement and installation of a new Public Works office trailer - \$50,000.

#### CAPITAL – UTILITY SUPPORTED

- 2025: Japanese American Exclusion Memorial Water Extension construction - \$900,000 (developer donation funded).
- 2025: Construction of various well rehabilitation and pump replacement projects - \$700,000.
- 2025: Eagle Harbor Sewer Complex (Sunday Cove Pumps, Wood Ave Force Main, Lower Lovell Pump Station, Sunday Cove Gravity Sewers) construction - \$5.1 million.
- 2025: Construction of the Wastewater Treatment Plant upgrades - \$1.3 million.
- 2025: Cooper Creek Fish Passage at Eagle Harbor Drive construction - \$320,000.
- 2025: Manzanita Stormwater Recharge design - \$185,000.

- 2025: City Hall lower Parking lot retrofit construction - \$144,000.
- 2026: Design of the new Wing Point Drive Water Line Upgrade project - \$100,000.
- 2026: Design of the Wastewater Treatment Plant Outfall extension - \$250,000.
- 2026: Replacement and upgrade of critical Wastewater Treatment Plant infrastructure - \$310,000.
- 2026: New Sweden Culvert design - \$100,000.
- 2025-2026: Complete construction of the Winslow Water Tank Replacement project - \$11 million.
- 2025-2026: Eagle Harbor Dr at McDonald Creek mitigation and culvert construction - \$1.2 million.
- 2025-2026: Springbrook Fish Passage project design and construction - \$5.8 million (primarily grant funded).

### DEPARTMENT SUMMARY – PUBLIC WORKS

The Public Works Department's \$27.6 million 2025-2026 *operating* budget meets the overall 8% budget reduction across the biennium as compared to an estimated 2025-2026 status quo budget.

The Public Works Department plans, designs, constructs, operates and maintains public improvements, facilities and equipment owned by the City of Bainbridge Island and the public. The department provides services in five main areas: Administration, Engineering, Development Engineering, Water Resources, and Operations & Maintenance.

The Administration Division provides overall direction and management to the department, including contract and work order management. This group also provides a range of public services such as gathering information for public records requests, maintaining the department's website, and processing permits.

The Engineering Division oversees the pre-design, design and construction of all public improvements and implementation of the Capital Improvement Plan adopted by the City Council. This division also provides project management, professional services, survey, and construction management.

Development Engineering staff review applications for compliance with local and state regulations and technical requirements associated with the City's design and construction standards and stormwater management regulations. Staff also conduct site inspections for private development construction of public facilities.

The Water Resources group oversees ground and surface water planning, protection, and monitoring activities. This group also oversees overall City regulatory compliance with the stormwater permit.



The Operations and Maintenance Division operates, repairs, and maintains the City's infrastructure, including streets, sidewalks, medians, green space, trails, buildings, water utility production, treatment and distribution, wastewater utility collection and treatment, and stormwater utility collection, treatment, and conveyance. This group includes mechanics who maintain the City's vehicles and mechanical equipment.

**MAJOR MAINTENANCE – 2025-2026 ADOPTED BUDGET**

The 2025-2026 budget includes several major maintenance projects within the operating budget. These projects are not listed in the Capital Improvement Plan, as they are not capital in nature, but do represent investments in the infrastructure of the City. Projects in the Major Maintenance category include those shown in the table below. As project budgets are more fully scoped, the complement of projects may change.

**MAJOR MAINTENANCE OPERATING PROJECTS**

**GOVERNMENTAL FUNDS (FACILITIES AND STREETS)**

Project Description	2025	2026
Replace Medium Duty Lift	\$ 20,000	\$ -
Diagnostic scan tool and software	\$ 10,000	\$ -
Backup air conditioning for Ted Spearman Justice Center server room	\$ 10,000	\$ -
CH Metal Halide to LED	\$ 15,000	\$ -
Operations & Maintenance Kitchen Remodel	\$ 60,000	\$ -
Water from Dock Pedestal Protection	\$ -	\$ 15,000
WFP Restroom Doorframe Replacement	\$ -	\$ 15,000
Operations & Maintenance Floor Heating Boiler Replacement	\$ -	\$ 25,000
Operations & Maintenance Car Wash Replacement	\$ -	\$ 20,000
Priority Items from Facility Management	\$ 210,000	\$ 275,000
<b>Totals</b>	<b>\$ 325,000</b>	<b>\$ 350,000</b>

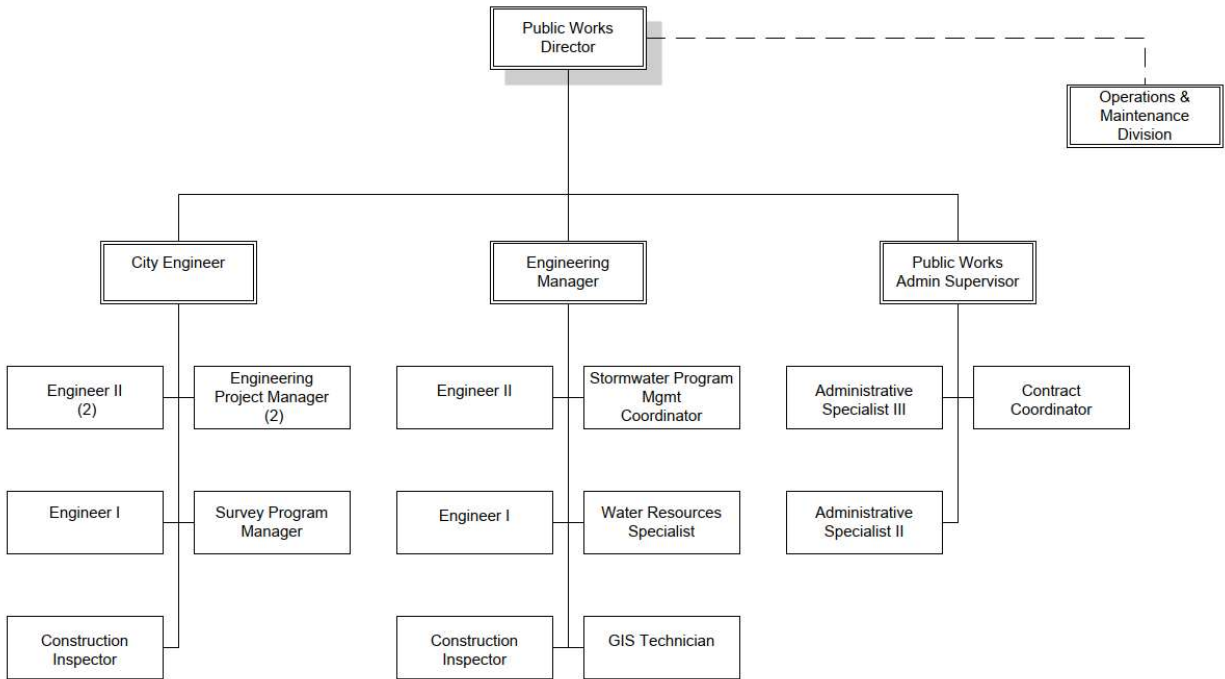
**UTILITY FUNDS (WATER)**

Project Description	2025	2026
Variable Frequency Drive Replacement (1 site)	\$ 50,000	\$ 50,000
Generator Replacement (1 site)	\$ 100,000	\$ 100,000
Generator Plug Upgrade (1 site)	\$ 30,000	\$ 30,000
<b>Totals</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

**UTILITY FUNDS (SEWER)**

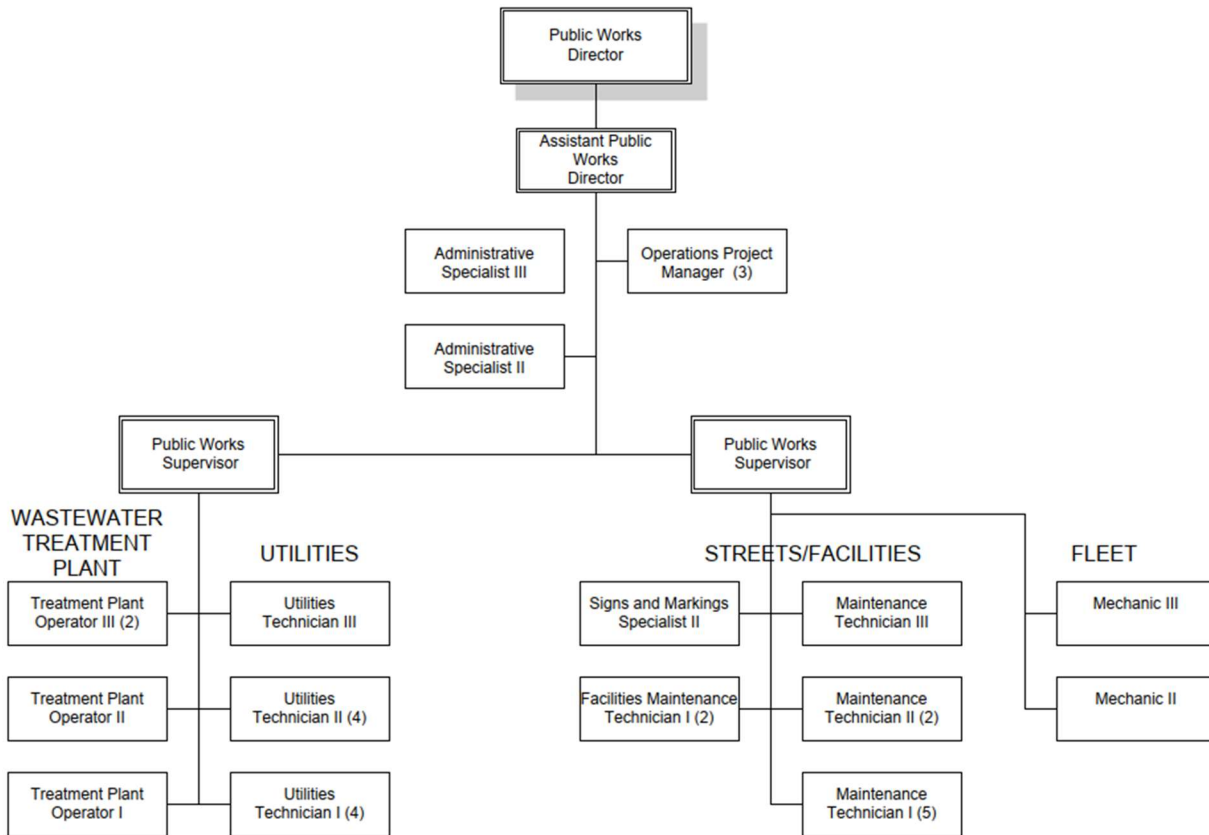
Project Description	2025	2026
South Island Sewer Air-Vac, Valve, Pipe Replacement	\$ 100,000	\$ -
Generator Plug Upgrade	\$ 70,000	\$ -
WWTP Equipment/Building Projects List, Prioritization TBD	\$ 155,000	\$ 185,000
Madison Slip Line	\$ 140,000	\$ -
<b>Totals</b>	<b>\$ 465,000</b>	<b>\$ 185,000</b>

### ORGANIZATIONAL CHART – PUBLIC WORKS: ENGINEERING DIVISION





### ORGANIZATIONAL CHART – PUBLIC WORKS: OPERATIONS & MAINTENANCE DIVISION



### SERVICES PROVIDED – PUBLIC WORKS

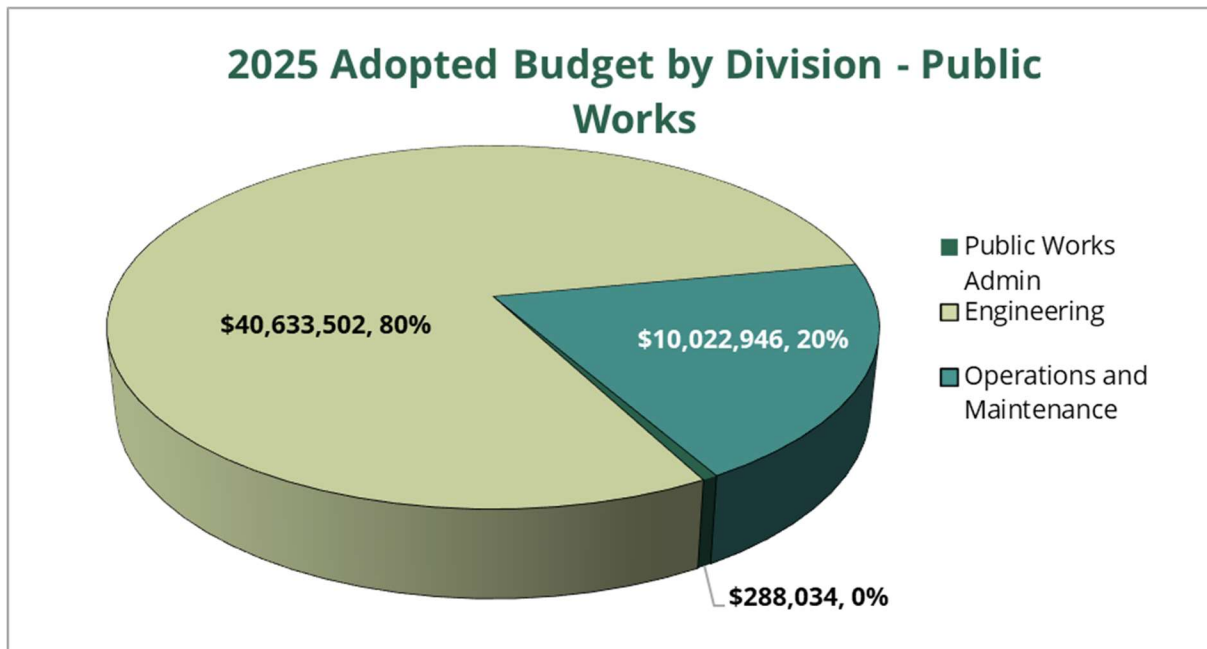
- Operates the water, sewer, and stormwater utilities.
- Manages the City-owned rights-of-way including the streets, sidewalks, non-motorized and trail networks.
- Manages the City Capital Improvement Program from planning and programming through design and construction.
- Maintains City-owned facilities including City Hall, police station, parks, trails, and road ends.
- Manages and maintains equipment and vehicle fleet.
- Monitors the surface and groundwater resources of the island.

### OBJECTIVES FOR 2025-2026 – PUBLIC WORKS

- Maintain roadway and shoulder conditions through street maintenance activities such as street sweeping, roadside mowing, vegetation control and investing in non-motorized improvements.
- Maintain City facilities, fleet, and equipment in working order. Procure new vehicles and equipment as indicated by the fleet replacement schedule included in the Fleet section of the Capital Improvement Plan.
- Provide quality and continuity of utility services by means of regular maintenance and repair of City-owned utility infrastructure, inspections, testing, reporting, and compliance with state and federal laws.
- Complete the construction of the Eagle Harbor Drive / Wyatt Way Non-Motorized Improvements project, and the associated Cooper Creek Fish Passage project. **(Capital)**
- Complete the design and construction of the Wastewater Treatment Plant Capacity Upgrade project. **(Capital)**
- Complete the construction and bring online the new Winslow Water Tank and associated off-site improvements. **(Capital)**
- Complete construction of the Lower Lovell/Wood Avenue Sewer Improvements project. **(Capital)**
- Complete construction of the Bucklin Hill Non-Motorized Improvements project. **(Capital)**
- Begin construction of the Springbrook Creek Fish Passage project. **(Capital)**

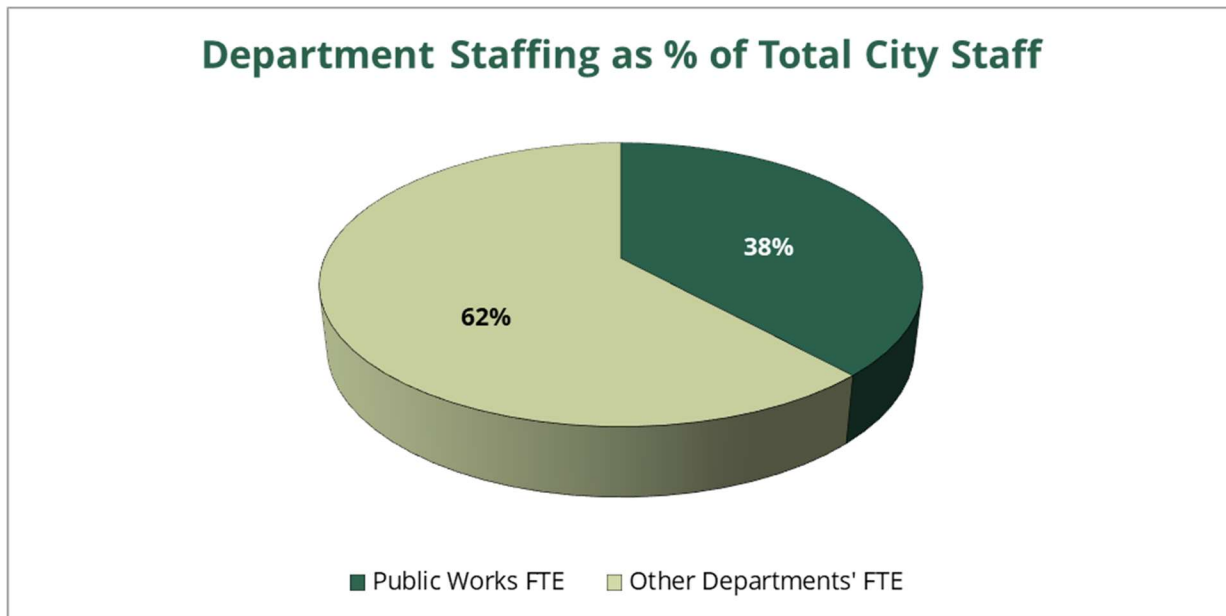
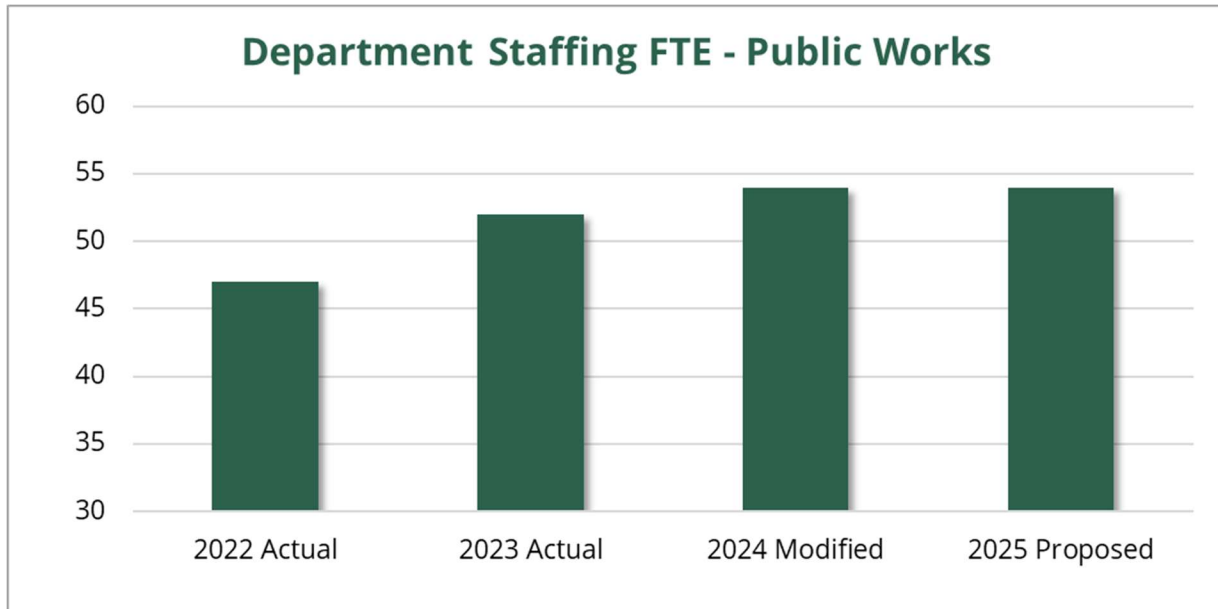
- Complete the 30% planning and design of the Sound to Olympics Trail from Sakai Pond to the Agate Pass Bridge. **(Capital)**
- Begin the design of the Lynwood Center Non-Motorized Improvements project. **(Capital)**
- Update the Design and Construction Standards.
- Begin implementation of the Groundwater Management Plan.
- Secure construction grant funding for the Manzanita Stormwater Recharge project. **(Capital)**
- Complete necessary storage and security upgrades to the PW maintenance facility. **(Capital)**
- Begin developing a comprehensive GIS and asset management strategy for utility systems.

**DEPARTMENT SUMMARY – PUBLIC WORKS**





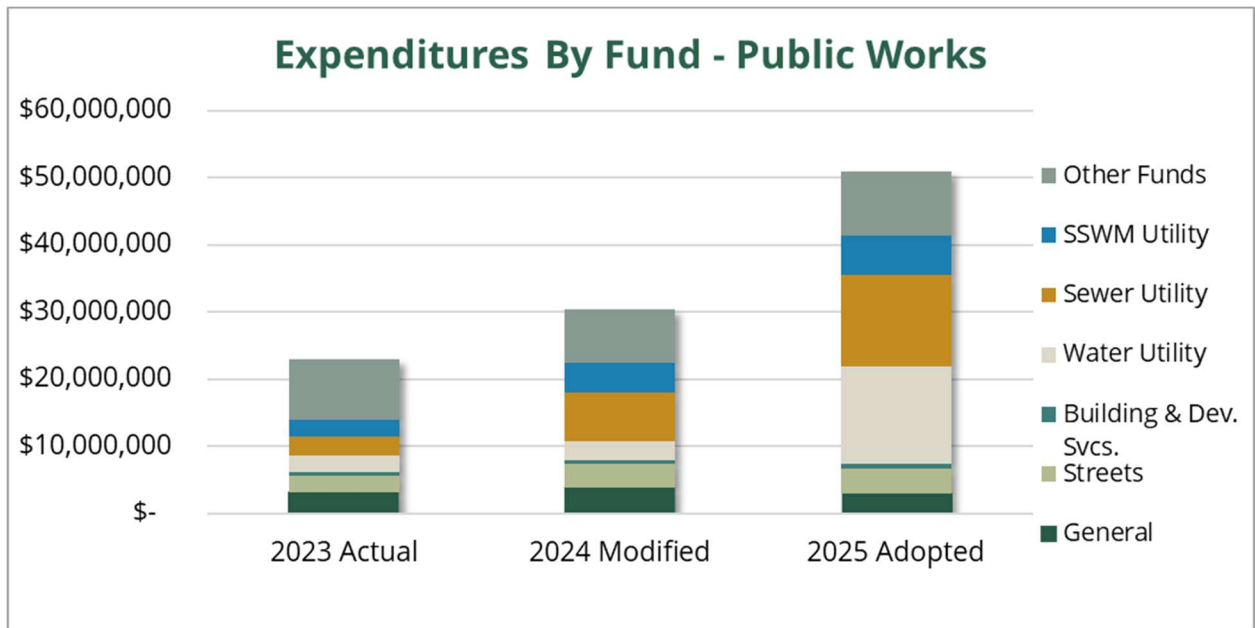
**DEPARTMENT STAFFING – PUBLIC WORKS**





EXPENDITURES BY FUND - PUBLIC WORKS

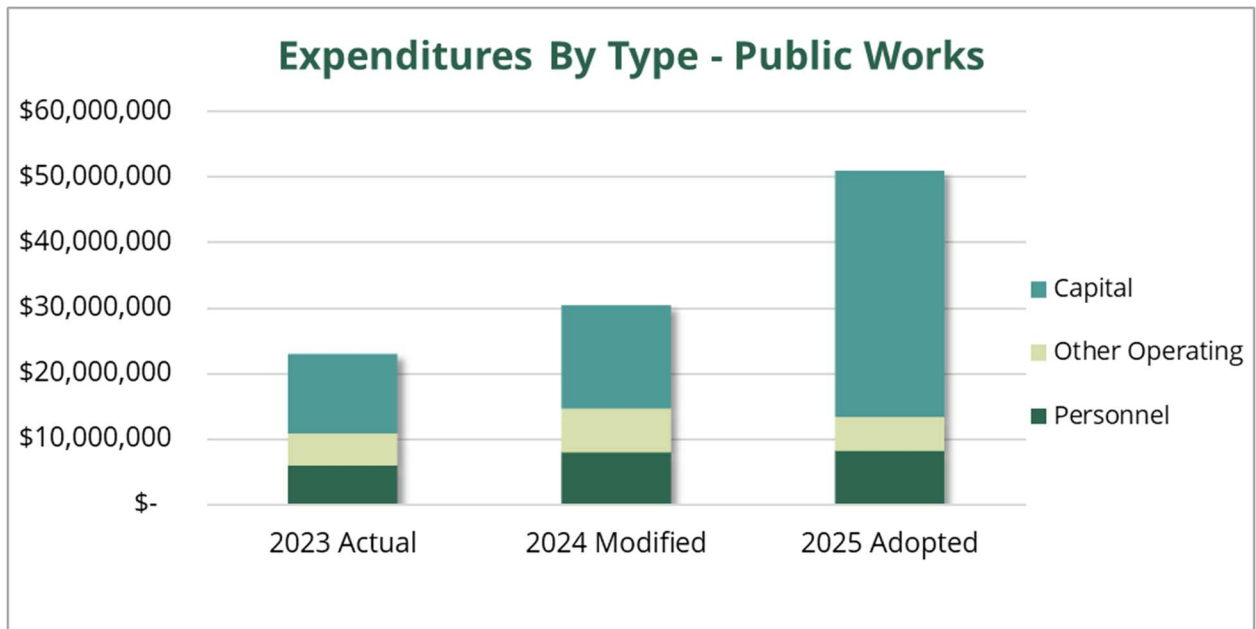
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 3,106,137	\$ 3,825,332	\$ 3,046,471	\$ (778,861)
Streets	\$ 2,507,964	\$ 3,625,862	\$ 3,668,758	\$ 42,896
Building & Dev. Svcs.	\$ 604,619	\$ 459,285	\$ 640,182	\$ 180,897
Water Utility	\$ 2,384,644	\$ 2,794,598	\$ 14,600,215	\$ 11,805,617
Sewer Utility	\$ 2,942,660	\$ 7,327,725	\$ 13,594,006	\$ 6,266,281
SSWM Utility	\$ 2,364,729	\$ 4,439,078	\$ 5,850,551	\$ 1,411,473
Other Funds	\$ 9,125,256	\$ 7,955,596	\$ 9,544,299	\$ 1,588,703
<b>Total</b>	<b>\$ 23,036,009</b>	<b>\$ 30,427,476</b>	<b>\$ 50,944,482</b>	<b>\$ 20,517,006</b>





**EXPENDITURES BY TYPE – PUBLIC WORKS**

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 6,007,863	\$ 7,968,787	\$ 8,132,425	\$ 163,638
Other Operating	\$ 4,889,674	\$ 6,701,089	\$ 5,237,143	\$ (1,463,946)
Capital	\$ 12,138,472	\$ 15,757,600	\$ 37,574,914	\$ 21,817,314
Other Non-Operating	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 23,036,009</b>	<b>\$ 30,427,476</b>	<b>\$ 50,944,482</b>	<b>\$ 20,517,006</b>





**PERFORMANCE MEASURES**

**STREETS**

Indicators	2021	2022	2023	2024
Number of Cubic Yards of Street Waste Removed During Roadway Sweeping	282	323	259	369
Number of Hours Spent on Roadside Mowing	1,050	868	1,179	1,592
Number of Hours Spent on Overhead Vegetation Control	2,053	1,712	1,654	2,225
Number of Hours Spent on Street Sweeping	887	631	596	766
Number of Hours Spent on Bike Lane Sweeping	168	200	210	287
Number of Miles Completed Towards Non-Motorized Improvements	1	0	0	1

**FLEET & FACILITY SERVICES**

Indicator	2021	2022	2023	2024
Number of Square Feet Facilities Maintained	90,000	90,000	90,000	101,000
Number of Vehicles and Equipment Maintained	164	155	173	180
Average Age of Vehicles and Equipment (in years)	11.4	11.7	13.6	12.3
Number of electric or electrified hand tools purchased/converted	0	0	36	0



**WATER UTILITY**

Indicator	2021	2022	2023	2024
Number of Scheduled Water Plant Inspections	1,089	998	1,285	1,305
Number of Coliform Bacteria Samples Collected	166	166	145	143
Number of Unsatisfactory Routine Coliform Bacteria Samples	1.0	2.0	0.0	0.0
Average Water Use Per Single Family Residence - Winslow Water System (gallons per day)	172	150	156	149
Average Water Use Per Single Family Residence - Rockaway Beach Water System (gallons per day)	163.0	214.0	297.0	259.0

**SEWER UTILITY**

Indicator	2021	2022	2023	2024
Winslow Wastewater Treatment Plant (WWTP): average sewage flow treated (million gallons per day)	0.60	0.57	0.57	0.57
Annual average percent of WWTP Biochemical Oxygen Demand (BOD) removal - 85% required by NPDES permit	99.0%	99.0%	98.8%	98.8%
Average percent of treatment plant total suspended solids (TSS) removal	98.0%	98.0%	98.1%	98.3%
Number of Sewage Pump Stations Inspected	884	884	884	884
Sewage Spills (gallons)	2,550.0	3,920.0	50.0	2,650.0

**STORMWATER UTILITY**

Indicator	2021	2022	2023	2024
Number of Catch Basins Inspected	995	589	477	1,917
Number of Catch Basins Cleaned	213	181	473	109
Linear Feet of Open Conveyance Ditched	6,528	3,471	3,231	12,589
Number of Culverts Inspected (Four Year Cycle by Zone)	402	409	378	250
Number of Culverts Cleaned	7	39	226	150



### CAPITAL PROJECTS

2023-2024 Capital Project Objectives	Year Started	% Complete as of Q4 2024*
Ted Spearman Justice Center ( <b>Construction</b> )	2020	100%
Madison Ave Sidewalk & Bike Lanes ( <b>Construction</b> )	2021	80%
WWTP Upgrades/Optimization ( <b>Design</b> )	2022	100%
Lower Lovell/Wood Ave Sewer Improvements ( <b>Design</b> )	2020	90%
Eagle Harbor/Wyatt Way Non-Motorized Improvements ( <b>Design</b> )	2020	100%
2025-2026 Capital Project Objectives	Year Started	% Complete as of Q4 2024*
Eagle Harbor/Wyatt Way Non-Motorized Improvements ( <b>Construction</b> )	2024	0%
WWTP Capacity Upgrades ( <b>Design &amp; Construction</b> )	2024	19%
Winslow Water Tank - Construction & Offsite Imprv ( <b>Construction</b> )	2019	52%
Lower Lovell/Wood Ave Sewer Improvements ( <b>Construction</b> )	2020	0%
Bucklin Hill Non-Motorized Improvements ( <b>Design &amp; Construction</b> )	2024	2%
Springbrook Creek Fish Passage ( <b>Design</b> )	2023	4%
Sound-to-Olympics Trail Planning ( <b>Design</b> )	2022	10%
Begin Lynwood Center Non-Motorized Improvements ( <b>Design</b> )	N/A	0%

\*Measurement to completion is based on total budgeted project dollars spent.



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# General Government

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**CITY OF BAINBRIDGE ISLAND**  
**FY 2025 & 2026 ADOPTED BUDGET - ALL FUNDS**  
**GENERAL GOVERNMENT**

	2023 ACTUAL	2024 MODIFIED	2025 ADOPTED	2026 ADOPTED
Salaries	8,885	(862,339)	(925,698)	(979,084)
Benefits	46,107	104,165	96,675	97,161
<b>Salaries &amp; Benefits</b>	<b>54,992</b>	<b>(758,174)</b>	<b>(829,023)</b>	<b>(881,923)</b>
Supplies	44,868	6,500	5,500	5,500
<b>Supplies</b>	<b>44,868</b>	<b>6,500</b>	<b>5,500</b>	<b>5,500</b>
Professional Services	468,680	558,400	609,800	617,300
Communication	192,429	224,350	207,400	212,500
Travel	1,744	-	-	-
Training	440	3,000	3,000	3,000
Advertising	-	300	300	300
Operating Leases	247,539	241,940	245,884	245,884
Insurance	837,630	1,122,600	1,201,000	1,261,250
Utilities	657,022	723,932	774,621	812,339
Repair & Maintenance	5,670	-	6,500	6,000
All Other Miscellaneous	72,130	96,700	87,200	87,700
<b>Services &amp; Charges</b>	<b>2,483,283</b>	<b>2,971,222</b>	<b>3,135,705</b>	<b>3,246,273</b>
Intergovernmental Services	213,610	239,000	233,700	236,600
Intergovernmental-Taxes and Assessments	211,655	250,100	254,400	258,900
Interfund - Taxes and Assessments	783,522	734,200	746,000	815,000
<b>Intergovernmental &amp; Interfund</b>	<b>1,208,788</b>	<b>1,223,300</b>	<b>1,234,100</b>	<b>1,310,500</b>
Debt Service	3,017,068	3,151,077	3,538,750	4,421,414
<b>Other Expenditures</b>	<b>3,017,068</b>	<b>3,151,077</b>	<b>3,538,750</b>	<b>4,421,414</b>
To Other Funds and Sub-Funds	178,984	-	-	-
<b>Other Uses</b>	<b>178,984</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>6,987,983</b>	<b>6,593,924</b>	<b>7,085,032</b>	<b>8,101,764</b>



## GENERAL GOVERNMENT

The purpose of the General Government budget is to pay certain citywide costs out of a central location, to track and manage citywide costs. This includes expenses such as debt, insurance, animal control, election services, interfund rent, external audit costs and city hall phone costs.

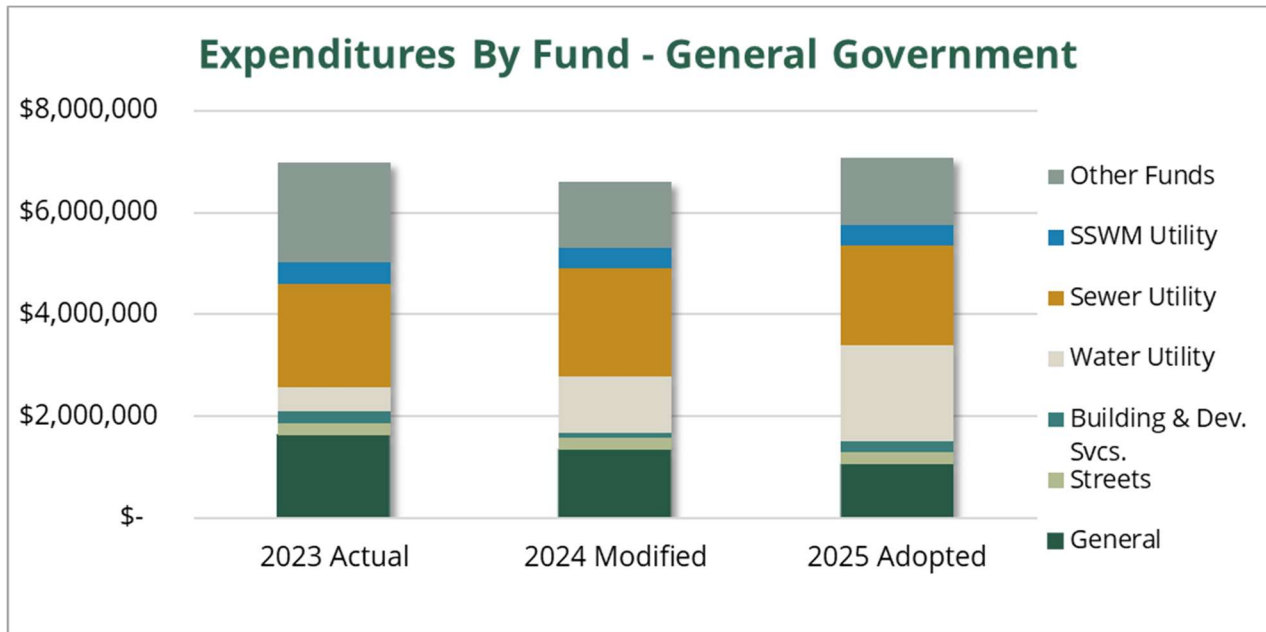
### BUDGET NOTES AND CHANGES – GENERAL GOVERNMENT

- Maintains a 5% vacancy rate for staff citywide.
- Adjustments to debt service due to new and expiring debt.
- Increase in overall annual insurance costs.
- Eliminates fire suppression payment to Water Fund from the General Fund no longer required by state law.



**EXPENDITURES BY FUND - GENERAL GOVERNMENT**

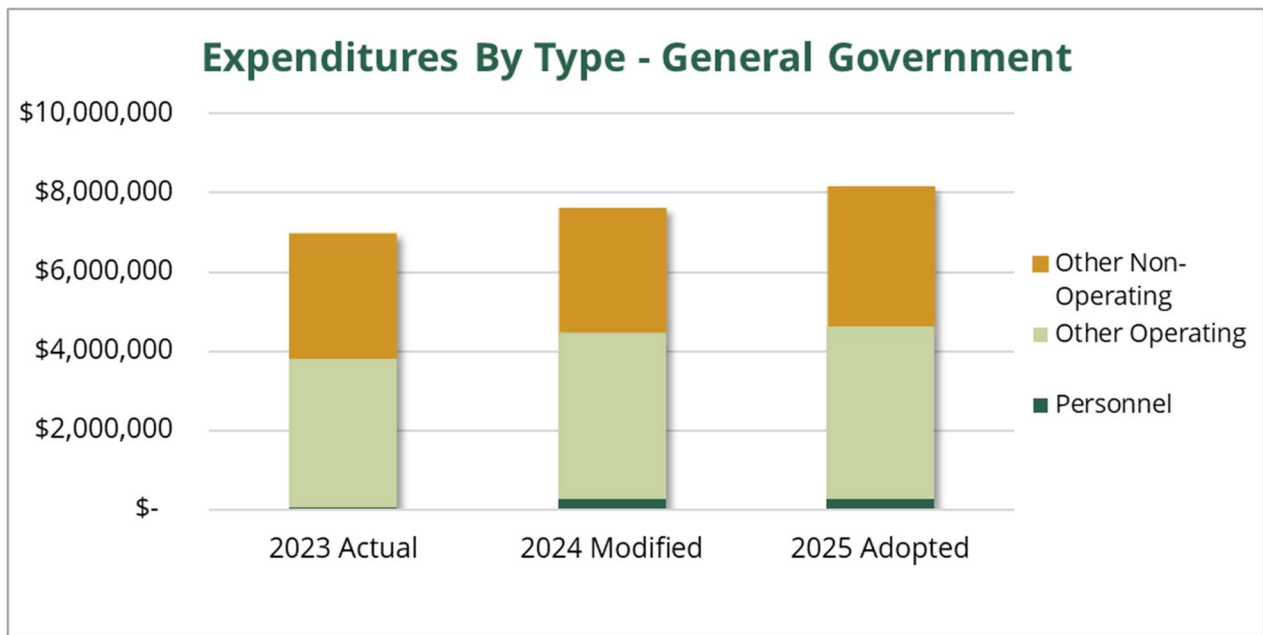
Fund	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
General	\$ 1,626,998	\$ 1,350,079	\$ 1,056,538	\$ (293,541)
Streets	\$ 243,669	\$ 220,983	\$ 244,025	\$ 23,042
Building & Dev. Svcs.	\$ 233,058	\$ 108,399	\$ 200,432	\$ 92,033
Water Utility	\$ 455,960	\$ 1,103,103	\$ 1,902,243	\$ 799,140
Sewer Utility	\$ 2,035,304	\$ 2,131,765	\$ 1,941,862	\$ (189,903)
SSWM Utility	\$ 423,594	\$ 401,930	\$ 415,927	\$ 13,997
Other Funds	\$ 1,969,401	\$ 1,277,665	\$ 1,324,005	\$ 46,340
<b>Total</b>	<b>\$ 6,987,984</b>	<b>\$ 6,593,924</b>	<b>\$ 7,085,032</b>	<b>\$ 491,108</b>





### EXPENDITURES BY TYPE - GENERAL GOVERNMENT

Category	2023 Actual	2024 Modified	2025 Adopted	2024 to 2025
Personnel	\$ 54,992	\$ 266,690	\$ 260,279	\$ (6,411)
Vacancy	\$ -	\$ (1,024,865)	\$ (1,089,302)	\$ (64,437)
<b>Total Personnel</b>	<b>\$ 54,992</b>	<b>\$ (758,175)</b>	<b>\$ (829,023)</b>	<b>\$ (70,848)</b>
Other Operating	\$ 3,736,940	\$ 4,201,022	\$ 4,375,305	\$ 174,283
Capital	\$ -	\$ -	\$ -	\$ -
Other Non-Operating	\$ 3,196,052	\$ 3,151,077	\$ 3,538,750	\$ 387,673
<b>Total</b>	<b>\$ 6,987,984</b>	<b>\$ 6,593,924</b>	<b>\$ 7,085,032</b>	<b>\$ 491,108</b>





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# Section 5



## Capital Improvement Plan



## Section 5: Capital Improvement Plan

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Capital Improvement Plan Funding Overview .....	220
2025-2026 Capital Projects .....	221-225



## Capital Improvement Plan Summary

The Capital Improvement Plan (CIP) is a key component of the City's long-term strategic plan. Project selection for the CIP is guided by various City planning documents, including the Sustainable Transportation Plan, Pavement Conditions Plan, Water Systems Plan, General Sewer Plan, and Facility Condition Assessment. As a multi-year planning tool, the CIP identifies capital projects needed for the preservation and enhancement of City-owned infrastructure, while also coordinating funding and implementation timelines. Serving as a six-year roadmap, the CIP ensures that capital investments remain aligned with the City's goals and long-term vision.

Capital projects at the City have a construction or acquisition cost equal to, or greater than, \$50,000, and an estimated useful life of one year or greater. Projects and assets that do not meet these requirements are operating expenses and are included in the operating budget. Major repairs will only be capitalized if they increase the value, extend the useful life beyond the original estimate, or increase the capacity, capability or efficiency of an existing capital asset.

The 2025-2030 CIP is a robust plan with emphasis on critical water and sewer utility projects, in conjunction with continuation of significant non-motorized and transportation projects.

The Capital projects in the utility funds in the 2025-2030 Capital Improvement Plan represent significant investments in the City's utility infrastructure. The largest of these projects are the Water Tank, significant improvements to the Wastewater Treatment Plant, and the Springbrook Creek Fish Passage projects. These projects will be funded by a combination of utility rate increases (a rate study is currently underway and expected to inform an increase in City utility rates effective in 2025 or 2026), grants, and debt issuance from the Water and Sewer funds in the 2025-2026 biennium.

Debt service costs in the Water and Sewer funds are expected to average \$1.8 million and \$775,000 respectively over the next 15+ years.

Fiscal year 2025 and 2026 capital improvements are incorporated into the 2025–2026 Biennial Budget. Below is a summary of the projects with new appropriation in the 2025-2026 biennium. The full 2025-2030 Capital Improvement Plan can be found on the City's website: [2025-2030 Capital Improvement Plan](#).

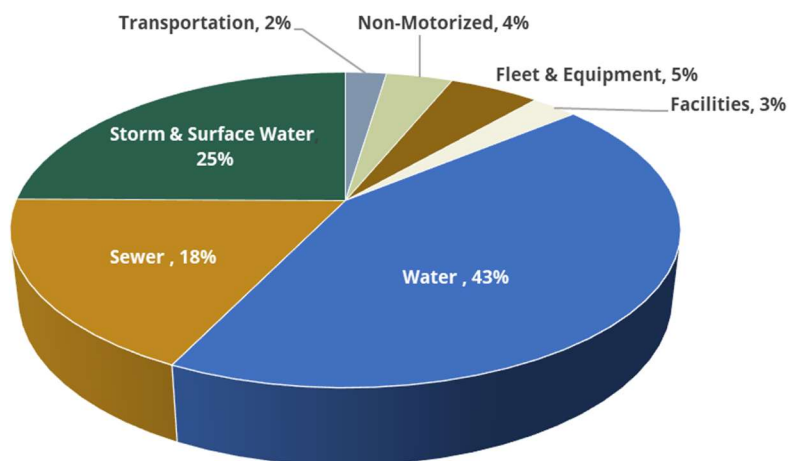


### 2025-2030 Capital Improvement Plan Overview

Category	Prior Years	2025	2026	2027	2028	2029	2030	Total
<b>Capital Improvement Plan Categories</b>								
Transportation Projects	1,331	695	-	175	700	-	-	<b>2,901</b>
Non Motorized Projects	8,248	(120)	1,250	-	4,370	200	5,000	<b>18,948</b>
Fleet and Equipment	300	870	660	1,110	925	985	270	<b>5,120</b>
Facility Projects	645	655	130	80	80	80	80	<b>1,750</b>
Water Projects	15,588	12,579	121	2,425	450	750	750	<b>32,663</b>
Sewer Projects	9,590	4,722	560	3,670	2,810	-	-	<b>21,352</b>
SSWM Projects	5,126	1,000	6,312	1,225	300	850	-	<b>14,813</b>
<b>Capital Improvement Plan Total</b>	<b>40,828</b>	<b>20,401</b>	<b>9,033</b>	<b>8,685</b>	<b>9,635</b>	<b>2,865</b>	<b>6,100</b>	<b>97,547</b>
<b>Capital Improvement Plan Funding Summary</b>								
Utility Funding	29,462	17,401	956	6,345	3,560	1,600	750	<b>60,074</b>
General Govt Funding	7,174	1,835	1,040	1,365	5,075	1,265	4,350	<b>22,104</b>
Grant Funding	4,192	1,165	7,037	975	1,000	-	1,000	<b>15,369</b>
<b>Funding Total</b>	<b>40,828</b>	<b>20,401</b>	<b>9,033</b>	<b>8,685</b>	<b>9,635</b>	<b>2,865</b>	<b>6,100</b>	<b>97,547</b>

Amounts in thousands

2025-2026 Capital Improvement Plan Summary by Project Type Total \$29,434,000





## Capital Improvement Plan 2025-2026 Projects

### TRANSPORTATION

**Country Club Road Reconstruction (2025): \$230,000** - This project will repair a failing roadway between Toe Jam Hill Road and the seawall. Prior related projects included a bulkhead spot repair, completed in 2021, which worked to minimize further erosion and damage to the roadway. In 2024 a complete bulkhead replacement project was completed, which was the final step needed before reconstruction of the roadway could begin.

**Manitou Beach Road Sea-Level Rise Conceptual Design (2025): \$90,000** - Evaluation of roadway, stabilization, and flooding conditions long Manitou Beach Drive. This information will be used to develop a conceptual design and permitting strategy that can be applied to address other shoreline roadways.

**Pleasant Beach Drive Extension (2025): \$375,000** - Improvements for vehicle and fire safety, reducing long-term maintenance and operations costs of the existing street by configuring the roadway geometry and access locations between Tani Creek and Pleasant Beach.

### NON-MOTORIZED TRANSPORTATION

**Connecting Centers: Bucklin Hill Non-Motorized Improvements (2026): \$250,000** - Provides non-motorized improvements along Bucklin Hill and Lynwood Center Roads between Blakely and Fletcher Bay Road. Improvements may include physically or vertically separated paths on one or both sides of the road and other associated safety improvements, depending on the designs submitted to and selected by the City.

**Connecting Centers: Lynwood Center Non-Motorized Improvements (2026): \$1,000,000** - Provides non-motorized improvements on Lynwood Center Road between Fletcher Bay and Baker Hill Road. Improvements may include physically or vertically separated paths on one or both sides of the road and other associated safety improvements, depending on the designs submitted to and selected by the City.

### FLEET & EQUIPMENT

Vehicles and equipment purchased for the *replacement* of existing fleet vehicles or



equipment are purchased out of the Equipment Rental and Revolving fund (ER&R), which charges quarterly rents to the various City funds and departments for their use of City assets. This fund's purpose is solely for the planned replacement of aging city equipment. *New* equipment purchases are paid for out of the fund which benefits from the purchase of the asset.

Vehicle and equipment purchases, totaling \$1.5 million, planned for 2025-2026 include:

- \$450,000 - 4 police vehicles (replacement); 2 per year
- \$175,000 - 1 heavy duty pickup truck (replacement)
- \$ 50,000 - 1 compressor (**NEW**-Street Fund)
- \$100,000 - 1 medium-duty pickup truck (replacement)
- \$325,000 - 1 asphalt patching machine (replacement)
- \$100,000 - 1 forklift (replacement)
- \$ 80,000 - 1 asphalt roller (**NEW**-Street Fund)
- \$150,000 - 1 pup trailer (**NEW**-Street/SSWM Funds)
- \$100,000 - 1 electric medium duty pickup (**NEW**-General/ Street/ Water/ Sewer/ SSWM Funds)

## FACILITIES

**Public Works Office Trailer (2026): \$50,000** - Replaces an aging 10' x 30' office trailer at the Public Works Hidden Cove maintenance facility. The trailer has reached the end of its serviceable life.

**Manufactured Home for Employee Housing (2025): \$300,000** - Purchase a manufactured home for employee occupancy. Priority for occupying the unit full-time would be given to emergency management center (EOC) staff, police, or operations and maintenance staff. The intent is to have an on-island presence of key employees for emergency response. Market rate rent would be charged, and the rental proceeds used to offset the cost of the purchase, and for ongoing maintenance of the unit.

**Public Works Yard Improvements (2025 & 2026): \$600,000** - Provides dry storage for critical operations and maintenance vehicles, small equipment, and parts. The building preserves the maintenance life of heavy equipment and vehicles kept in the Public Works yard.



**Electric Vehicle Charging Stations (2025 & 2026): \$160,000** - Installation of electric vehicle charging stations, and related electrical infrastructure, planned for City Hall, Public Works Yard, and Ted Spearman Justice Center to support to continued conversion of City fleet vehicles from gas to electric.

## **WATER**

**Winslow Water Tank Replacement (2025 & 2026): \$11,000,000** - Already underway, the 2025-2026 biennium funds the continuation and completion of the construction of the new 2-million-gallon water reservoir located on an easement near the high school. The new tank replaces the two existing water tanks and includes various upgrades to eliminate dead storage, pressure zone deficiencies, water quality issues, and seismic deficiencies. The upgrade also includes pipeline and fire-flow improvements in the Winslow service area.

**Head of Bay Well Rehab/Pump Replacement (2025): \$500,000** - Rehabilitates one of the primary water source wells for the Winslow water systems at the Head of the Bay well site. This project includes the replacement of the well pumps, which are over 30 years old and beyond their useful life.

**Wingpoint Drive Water Line Upgrade (2026): \$100,000** - Replaces and upgrades 2,000 linear feet of aging water main in the Wing Point neighborhood.

**Fletcher Bay Well Rehab/Pump Replacement (2025): \$200,000** - Rehabilitates one of the primary water source wells for the Winslow water system at the Fletcher Bay well site. Included with this project is the replacement of the well pumps which, like the Head of the Bay pumps, are past their useful life.

**Japanese American Exclusion Memorial Water Extension (2025): \$900,000** - Construction of a 10" water main from the Rockaway Beach water system reservoir to a new service line which provides service to the future Bainbridge Island Japanese American Exclusion Memorial (BIJAEM) visitor center. This project is 100% funded by the BIJAEM organization but will become a publicly owned asset upon project completion.

## **SEWER**

**Rehab Pumps, Sunday Cove (2025): \$196,000** - replaces components of the system which have reached the end of their useful life, as well as replacing the station's emergency generator.

**Pump Station and Force Main, Wood Ave (2025); Rehab Pump Station and Re-Connect Side Sewers, Lower Lovell (2025); Install Gravity Sewers, Sunday Cove (2025): \$4,995,000**

- This suite of projects facilitates the replacement and abandonment of the north and south sewer beach mains, aging facilities that have reached the end of their useful lives. Abandonment of the mains was determined to be the best replacement approach due to environmental, maintenance, and cost-benefit concerns.

**Wastewater Treatment Plant (WWTP) Upgrades (2025): \$1,307,000** - The WWTP requires near-term capacity upgrades to ensure compliance with the City's wastewater discharge permit issued by the Department of Ecology. The near-term improvements include optimization of settling capacity, replacement of the UV disinfection system, modifies existing clarifiers, and improve sludge dewatering.

**Extend WWTP Outfall (2026): \$250,000** - Extends the existing outfall from the City WWTP, which operates under an aquatic lease with the Washington Department of Fish and Wildlife (WDFW). The outfall terminates in a geoduck bed, which is closed to harvesting due to the outfall. Recent shellfish surveys have documented the loss of potential harvest, and WDFW has notified the City that the discharge location must be moved.

**WWTP Miscellaneous Upgrades (2026): \$310,000** - Replaces and upgrades a suite of mechanical equipment at the WWTP not included in the capacity upgrade project. Equipment to be replaced includes grit pumps, polymer skid, and bio-solids room belt motors, etc.

**STORMWATER**

**Eagle Harbor Drive at McDonald Creek (2025 & 2026): \$1,200,000** - Replaces the existing deep concrete culvert that shows signs of failure. Project mitigation includes removal of upstream Mac's Dam, located upstream of Blakely Harbor.

**Springbrook Fish Passage (2025 & 2026): \$5,827,000** - Replaces the existing culvert at Springbrook Creek with an open box structure and stream bed restoration.

**Eagle Harbor Drive Cooper Creek Fish Passage (2025): \$320,000** - Replaces existing undersized culvert with a fish passage box culvert wide enough to accommodate non-motorized improvements on Eagle Harbor Drive and minimize flooding issues.

**New Sweden Culvert (2026): \$100,000** - Replaces an aging stormwater culvert under New Sweden Road with a new conveyance.



**Manzanita Stormwater Recharge Park at Bainbridge Island Natural Food Forest (2025):**

**\$185,000** - Constructs a stormwater recharge element on City property at the M&E Property. The project was one of the recommendations stemming from the Manzanita Creek Watershed Assessment.

**City Hall Parking Lot Retrofit (2025): \$144,000** - Improves the stormwater drainage system and adds water quality facilities at the City Hall lower parking lot in accordance with the City's stormwater permit.



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# Section 6



Appendix



## Section 6: Appendix

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## Budget Development Activities & Schedule

Action Item	Date	Comment
Council adopts updated budget and financial policies	Tuesday, May 14, 2024	Resolutions 2024-03, 2024-06, adopted by Council on May 14, 2024
Council Sets Budget Priorities	May and June 2024	2025-2026 Areas of Emphasis for the Budget
Budget instructions sent to all department heads	July	- Finance and Department heads prepared estimates of revenues and expenditures - Department budgets back to Finance July 31
City Manager prepares Preliminary (proposed) Budget and budget message	August- Mid September	
Council Sets Public Hearing for 2025 Property Tax (Revenue)	Tuesday, September 10, 2024	Council Meeting - Ordinance 2024-24
Council Sets First Public Hearing for 2025-2026 Biennial Budget	Tuesday, September 10, 2024	Council Meeting - Ordinance 2024-25
City Manager provides council with a presentation of the 2025-26 Preliminary (Proposed) Budget	Tuesday, September 17, 2024	Presentation to Council by City Manager and Department Heads
Copies of Preliminary (Proposed) budget available to public	Wednesday, September 18, 2024	Posted to City Website
City Council deliberations	October-November	- Received Council direction
1st Public Hearing on the 2023-2024 Preliminary Biennial Budget	Tuesday, October 8, 2024	- Public Hearing - Received public input and commentary - Received Council direction after hearing
Public Hearing of 2023 Property Tax Levy	Tuesday, October 8, 2024	- Public Hearing - Received public input and commentary - Received Council direction after hearing - Adoption of Ordinance No. 2024-24
Second and Final Public Hearing of 2025-2026 Biennial Budget	Tuesday, November 12, 2024	- Public Hearing - Received public input and commentary - Received Council direction after hearing - Adoption of Ordinance No. 2024-25
Property tax levies filed with county	Due November 29, 2024	Filed with Kitsap County
Copies of Final (Adopted) budget available to public	January or February 2025	



## Unfunded Mandates

An unfunded mandate is a statute or regulation that requires a state or local government to perform certain actions, with no money provided for fulfilling the requirements. Compliance with these mandates affects the City's work plan and expenditures without any corresponding increases in revenue.

Examples of numerous unfunded mandates placed on the City are listed below:

- American with Disabilities Act (ADA) Requirements
- Commute Trip Reduction
- Endangered Species Act – Salmon Recovery
- Family Medical Leave Act Requirements
- Federal Clean Water Act
- Hazardous Waste Management – EPA Requirements
- Homeland Security
- Maintenance Cost of State Highways (when the City reaches 25,000 in population)
- Model Toxics Control Act Requirements
- National Pollutant Discharge Elimination System (NPDES) Storm Water Standards
- Open Public Record Act Requirements
- Prosecution of State Traffic Law Violators
- Providing a Public Defender
- Puget Sound Clean Air Authority Standards
- Safe Drinking Water Act
- Prosecution of State Traffic Law Violators
- Shoreline Management Act and Shoreline Master Program Standards
- State Environmental Protection Act (SEPA) 90-Day Issuance Requirement
- State Solid Waste Guidelines and Disposal Requirements
- US Consumer Product Safety Commission Standards
- Washington State Growth Management Act Requirements



### 2025 IAM Salary Pay Scale & Step Increases\*

Annual salaries, in effect at start of first pay period immediately following ratification

		Steps								
Range	Title	1	2	3	4	5	6	7	8	9
11	Parking Enforcement Officer	\$ 58,449	\$ 60,136	\$ 61,863	\$ 63,629	\$ 65,460	\$ 67,330	\$ 69,265	\$ 71,267	\$ 73,294
12	Treatment Plant Operator I	\$ 64,308	\$ 66,153	\$ 68,049	\$ 69,985	\$ 72,025	\$ 74,078	\$ 76,210	\$ 78,381	\$ 80,644
	Judicial Specialist									
	Administrative Specialist II									
	Utilities Technician I									
	Facilities Maintenance Technician I									
Maintenance Technician I										
13	Senior Judicial Specialist	\$ 70,717	\$ 72,757	\$ 74,850	\$ 77,021	\$ 79,218	\$ 81,481	\$ 83,796	\$ 86,215	\$ 88,714
	Payroll Specialist									
	Senior Accounting Technician									
	Administrative Specialist III									
	Permit Specialist									
	Police Records Specialist									
Evidence Technician										
14	Accountant	\$ 77,806	\$ 80,042	\$ 82,344	\$ 84,698	\$ 87,118	\$ 89,629	\$ 92,193	\$ 94,861	\$ 97,607
	Arborist									
	Code Compliance Officer									
	Building Inspector/Plans Examiner									
	Deputy City Clerk									
	Planner									
	Treatment Plant Operator II									
	Utilities Technician II									
	Maintenance Technician II									
	Facilities Maintenance Technician II									



### 2025 IAM Salary Pay Scale & Step Increases\*

Annual salaries, in effect at start of first pay period immediately following ratification

		Steps								
Range	Title	1	2	3	4	5	6	7	8	9
15	Senior IT Specialist	\$ 85,575	\$ 88,033	\$ 90,558	\$ 93,147	\$ 95,841	\$ 98,588	\$ 101,439	\$ 104,343	\$ 107,338
	GIS/CAD Specialist									
	Associate Planner									
	Construction Inspector									
	Community Health Navigator II									
	Signs/Marking Specialist II									
	Mechanic II									
	Financial Analyst									
16	Treatment Plant Operator III	\$ 94,141	\$ 96,835	\$ 99,634	\$ 102,473	\$ 105,428	\$ 108,463	\$ 111,575	\$ 114,767	\$ 118,075
	Water Resource Specialist									
	Utilities Technician III									
	Stormwater Management Program Coordinator									
	Senior Planner									
	Engineering Project Manager									
	Maintenance Technician III									
	Operations Project Manager									
	Mechanic III									
17	Engineer I	\$ 103,545	\$ 106,540	\$ 109,600	\$ 112,739	\$ 115,957	\$ 119,292	\$ 122,718	\$ 126,224	\$ 129,833
	Survey Program Manager									
18	Engineer II	\$ 113,916	\$ 117,173	\$ 120,560	\$ 124,000	\$ 127,584	\$ 131,233	\$ 134,999	\$ 138,871	\$ 142,847

\* The existing IAM contract expires at the end of 2025. 2025 increases are based on the June 2024 Seattle area Consumer Price Index (CPI-U). Negotiations for a new bargaining agreement will begin in 2025.



### 2025 Unrepresented Pay Scale & Step Increases\*

Annual salaries, in effect at start of first pay period immediately following ratification

Range	Title	Steps								
		1	2	3	4	5	6	7	8	9
14	Public Records Analyst	\$ 77,802	\$ 80,041	\$ 82,336	\$ 84,696	\$ 87,117	\$ 89,630	\$ 92,198	\$ 94,848	\$ 97,607
15	Executive Assistant*	\$ 85,587	\$ 88,046	\$ 90,559	\$ 93,154	\$ 95,831	\$ 98,590	\$ 101,431	\$ 104,327	\$ 107,331
	HR Analyst									
16	Sustainable Transportation Coordinator	\$ 94,137	\$ 96,842	\$ 99,628	\$ 102,469	\$ 105,420	\$ 108,452	\$ 111,566	\$ 114,763	\$ 118,068
17	Communications Coordinator	\$ 103,562	\$ 106,540	\$ 109,583	\$ 112,741	\$ 115,964	\$ 119,297	\$ 122,712	\$ 126,236	\$ 129,869
	Court Administrator									
	PW Admin Supervisor									
	Permit & Admin Service Supervisor									
	Public Safety Admin Supervisor									
	Management Analyst									
	Senior Financial Analyst									
Equity and Inclusion Manager										
18	City Clerk	\$ 113,916	\$ 117,177	\$ 120,554	\$ 123,996	\$ 127,574	\$ 131,235	\$ 134,989	\$ 138,857	\$ 142,845
	Climate & Sustainability Manager									
	Treatment Plant Supervisor									
	Public Works Supervisor									
	Public Works Utility Supervisor									
19	Accounting Manager	\$ 125,302	\$ 128,898	\$ 132,597	\$ 136,403	\$ 140,317	\$ 144,345	\$ 148,488	\$ 152,749	\$ 157,134
	Budget Manager									
	Building Official									
	Emergency Manager									
	Engineering Manager									
	HR Manager									
	IT Manager									
	Planning Manager									



### 2025 Unrepresented Pay Scale & Step Increases\*

Annual salaries, in effect at start of first pay period immediately following ratification

Range	Title	Steps								
		1	2	3	4	5	6	7	8	9
20	Asst. Public Works Director City Engineer	\$ 137,831	\$ 141,789	\$ 145,857	\$ 150,044	\$ 154,349	\$ 158,779	\$ 163,337	\$ 168,025	\$ 172,846
21	Deputy Police Chief	\$ 146,482	\$ 150,656	\$ 154,951	\$ 159,367	\$ 163,909	\$ 168,580	\$ 173,384	\$ 178,325	\$ 183,710
22	Police Chief	\$ 161,150	\$ 165,743	\$ 170,466	\$ 175,324	\$ 180,321	\$ 185,461	\$ 190,747	\$ 196,183	\$ 202,069
	Finance Director									
	Planning & Comm Development Director									
	Public Works Director									
23	Deputy City Manager	\$ 177,265	\$ 182,317	\$ 187,513	\$ 192,857	\$ 198,354	\$ 204,007	\$ 209,821	\$ 215,802	\$ 222,276
25	City Manager	\$ 233,692								



### 2024 Police Pay Scale & Step Increases\*

Annual salaries, in effect at start of first pay period immediately following ratification

Range	Title	Steps				
		A	B	C	D	E
1	Patrol Officer	\$ 87,031	\$ 92,112	\$ 97,472	\$ 103,154	\$ 109,158
1.5	Corporal				\$ 114,635	\$ 120,083
2	Sergeant				\$ 124,812	\$ 132,076

*\*The existing Guild contract expired at the end of 2024 and is in active negotiations as of the completion of this Adopted Budget Book.*

## Glossary of Budget Terms

**Accrual Basis** – The basis of accounting under which transactions are recognized when they occur. The City uses the accrual basis to account for year-end accounting and reporting of Proprietary Funds such as the City's utility funds. The City uses a modified accrual basis of accounting for the reporting of other funds. The modified basis of accounting recognizes revenues when they become “measurable” and “available” to finance expenditures of the current period.

**Appropriation** – Through an appropriation ordinance, the City Council legally authorizes the City to spend money and to incur obligations for a specific purpose. Budgetary/Operating appropriations lapse at the end of each biennium. Non-operating fund appropriations, on the other hand, continue in force until fully expended until the City has accomplished or abandoned the purpose for which the Council granted the funds. Spending cannot exceed the level of appropriation without the Council's approval.

**Assessed Valuation** – The valuation placed on real estate by the Kitsap County Assessor's Office as the basis for levying property taxes.

**Asset** – Property owned by the government and resources owned or held by a government that has monetary value.

**Audit** – An official financial examination of accounts by an auditor.

**Balanced Budget** – Current biennium budgeted revenues (including fund balances) are equal to or greater than current biennium budgeted expenditures.

**Beginning Fund Balance** – The amount remaining after accounting for the previous year's revenues less the previous year's expenditures.

**Benefits** Employee benefits including employer taxes (social security, Medicare, and worker's compensation) and City-paid benefits such as health insurance, life insurance, uniform cleaning/replacement and State-mandated retirement contributions.

**Biennial Budget** – The financial and operating plan for the City that establishes a two-year appropriation in accordance with state law.

**Bond** – A written promise to pay a specified sum of money at a specified future date, at a specified interest rate. Bonds are used to finance capital projects. The City typically issues general obligation, revenue, or special assessment bonds.

**Budget** – The City's plan for financial operations during the coming year as approved by ordinance of the City Council. Also refers to the published document containing that plan.

**Budget Amendment** – A change to a budget adopted in accordance with State law. A budget may be

amended by ordinance when unanticipated revenues or expenditures occur. The City Manager is authorized to amend budget expenditures within a single fund without City Council approval provided overall expenditures for the fund are not increased.

**Budgetary Basis** – The basis of accounting under which the City's budget is prepared. The City budgets are prepared using the cash basis of accounting. Cash basis of accounting means that transactions are recognized at the point when cash is received or paid.

**Budgeting, Accounting & Reporting System (BARS)** – The chart of accounts established by the State Auditor's Office and required to be used by all governments within the State.

**Capital Expenditures** – Expenditures for acquisition of or improvement to assets with a fixed or permanent character such as land and buildings.

**Cash Basis** – The basis of accounting under which transactions are recognized when cash is received or disbursed.

**Comprehensive Plan (Comp Plan)** – Plan required by the Growth Management Act to accommodate the population growth anticipated over the next 20 years. The Plan must show what public facilities are needed and how the local government plans to pay for those facilities during the first six years of the period. Projects in the City's annual budget are required to conform to the City's Plan.

**Councilmanic Debt** – Bonds authorized to be issued by a City Council (or other local governing body) without a vote of the people.

**Deficit** – The excess of liabilities of a fund over its assets or the excess of expenditure over revenues during the accounting period. As used in State law relative to the budget, a deficit only occurs when expenditures exceed the sum of revenues and beginning cash balances.

**Depreciation** – A reduction in the value of an asset with the passage of time, due in particular to wear and tear.

**Encumbrance** – The commitment of funds for a specific purchase of goods or services which reserves part of the appropriation (budget) of the department making the commitment. Used as a tool to prevent spending the same amount twice.

**Ending Fund Balance** – The beginning fund balance plus current year revenues, less current year expenditures.

**Enterprise Fund** – A fund established to account for operations financed in a manner similar to a private business enterprise. In an Enterprise Fund, the cost of providing goods or services is fully recovered through user charges. The City's Enterprise Funds are the Water, Sewer, SSWM and Building & Development Services funds.

**Expenditures** – Decreases in net current assets. Expenditures include debt service, capital outlays and those current operating costs which require the use of current assets.

**Fiduciary Fund** – Funds used to report assets held in a trustee or agency capacity for others and which cannot be used to support the government’s own programs. The fiduciary fund category includes pension and other employee benefit trust funds, investment trust funds, private-purpose trust funds and agency funds.

**Full-Time Equivalent (FTE)** – Expresses staff in terms of full-time (40 hours per week) employment. For example, a person who works 40 hours per week is described as 1.0 FTE. An employee who works 20 hours per week calculates to a 0.5 FTE.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

In governmental accounting, funds are classified into three categories and seven generic fund types:

- Governmental Funds
  - General Fund
  - Special Revenue Funds
  - Debt Service Funds
  - Capital Projects Funds
- Proprietary Funds
  - Enterprise Funds
  - Internal Service Funds (accounts for services

provided by one department to another)

**Fund Balance** – The difference between assets and liabilities reported in a governmental fund.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards for financial accounting and reporting used to provide a consistent standard by which to measure financial presentations. The City of Bainbridge Island prepares its annual reports in accordance with GAAP (except as noted in the reports); however, GAAP is not used in the preparation of the City’s annual budgets.

**General Obligation Bonds:** Bonds for which the full faith and credit of the issuing government are pledged for payment.

**Grants** – Assets, usually cash, given by one organization to another. The recipient is the City, and the grantor (donor) is usually the State or Federal government.

**Gross Revenues** – Typically includes all revenues received by a project (or an issuer) before payment of expenses for operation, maintenance, or debt service.

**Growth Management Act (GMA)** – Legislation passed by the Washington State Legislature in 1990 which requires that certain cities and counties plan for population growth and to identify funding alternatives for the facilities needed by the increased population. The resulting plan is called the Comprehensive Plan.



**Interfund Transfer** – When the City moves money between its various funds.

**Intergovernmental Revenue** – Funds received from federal, state, and other local government sources in the form of grants, shared revenues and payment in lieu of taxes.

**Internal Service Fund** – An accounting entity which the City uses to record and report transactions for goods and services provided by one department to another City department on a cost reimbursement basis. The City currently has one internal service fund, the Equipment, Rental and Revolving fund.

**Levy** – To impose taxes, special assessments, or service charges for support of governmental activities.

**Modified Accrual Basis** – The accrual basis of accounting adapted to the governmental fund spending measurement focus. Under this basis, revenues are recognized when they become both measurable and available to finance expenditures of the current period. The City uses this basis in accounting for all governmental funds when preparing and reporting budgetary information.

**Net Revenues** – Typically defined as gross revenues less operating and maintenance expenses.

**Operating Expenditures** – Ongoing current expenditures to pay for the normal, recurring costs of the City.

**Operating Transfer** – Routine or recurring transfers of monies between funds, which support the

normal operations of the recipient fund.

**Policy** – A policy is a guiding principle which defines the underlying rules which will direct subsequent decision-making processes.

**Reserve** – Monies typically set aside to meet a financial policy objective. Also means an account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

**Revenue** – Sources of income which the City receives during a fiscal year. Examples include taxes, intergovernmental grants, charges for service, and other financing sources such as the proceeds derived from the sale of fixed assets.

**Special Revenue Fund** – A fund used to account for money received from specific sources which restricts the spending of the money to specific purposes.

**Status Quo** – As used in this budget, status quo refers to a budget that provides the same level of service in the current year as was provided in the previous last year.

**Supplemental Appropriation:** An appropriation approved by Council after the initial budget is adopted.

**Tax Levy** – The total amount to be raised by general property taxes for the purposes stated in the tax levy ordinance.

**Unreserved Fund Balance** – The funds remaining after the reduction for reserved balances.



## Acronyms

<b>ADA</b>	Americans with Disabilities Act
<b>ARPA</b>	American Rescue Plan Act
<b>AWC</b>	Association of Washington Cities
<b>BARS</b>	Budgeting, Accounting & Reporting System
<b>BIMC</b>	Bainbridge Island Municipal Code
<b>BIFD</b>	Bainbridge Island Fire Department
<b>CAP</b>	Climate Action Plan
<b>CEMP</b>	Comprehensive Emergency Management Plan
<b>CERT</b>	Community Emergency Response Team
<b>CFE</b>	Capital Facilities Element
<b>CFP</b>	Capital Facilities Plan
<b>CIP</b>	Capital Improvement Plan
<b>CLID</b>	Consolidated Local Improvement District
<b>DEM</b>	Department of Emergency Management
<b>EIS</b>	Environmental Impact Statement
<b>EM</b>	Emergency Management
<b>EOC</b>	Emergency Operations Center
<b>EOP</b>	Emergency Operations Plan
<b>ESA</b>	Endangered Species Act
<b>FAR</b>	Floor Area Ratio
<b>FTE</b>	Full-Time Equivalent
<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GFOA</b>	Government Finance Officers Association
<b>GMA</b>	Growth Management Act
<b>GO</b>	General Obligation
<b>ICS</b>	Incident Command System



<b>ISTEA</b>	Intermodal Surface Transportation Efficiency Act
<b>KRCC</b>	Kitsap Regional Coordinating Council
<b>LID</b>	Local Improvement District
<b>LOS</b>	Level of Service
<b>LTGO</b>	Limited Tax General Obligation
<b>MRSC</b>	Municipal Research Services Center
<b>NMTP</b>	Non-Motorized Transportation Plan
<b>NPDES</b>	National Pollution Discharge Elimination System
<b>PBB</b>	Priority-Based Budgeting
<b>PDR</b>	Purchase of Development Rights
<b>PEG</b>	Public Education and Government
<b>PSRC</b>	Puget Sound Regional Council
<b>PUD</b>	Public Utilities District
<b>PWTF</b>	Public Works Trust Fund
<b>RCW</b>	Revised Code of Washington
<b>ROW</b>	Right-of-Way
<b>SEPA</b>	State of Washington Environmental Policy Act
<b>SR</b>	State Route
<b>SRF</b>	State Revolving Fund
<b>SSWM</b>	Storm & Surface Water Management
<b>TIB</b>	Transportation Improvement Board
<b>TIS</b>	Traveler Information System
<b>TDR</b>	Transfer of Development Rights
<b>UATA</b>	Urban Arterial Trust Account
<b>WMP</b>	Winslow Master Plan
<b>WSDOT</b>	Washington State Department of Transportation
<b>WWTP</b>	Wastewater Treatment Plant



### Bainbridge Island City Government

280 Madison Avenue North  
Bainbridge Island, WA 98110  
City Hall Main Line: 206-780-8591  
Hours: Monday-Friday 8am-4pm (excluding major holidays)  
www.bainbridgewa.gov

**City Manager:** Blair King  
Email: bking@bainbridgewa.gov

2025 Council Members				
Name	Ward/Position	Term Ends	Email	Phone
Kirsten Hytopoulos	At Large Position No. 1	12/31/2027	khytopoulos@bainbridgewa.gov	(206) 482-4958
Brenda Fantroy-Johnson	North Ward Position No. 2	12/31/2027	bfantroyjohnson@bainbridgewa.gov	(206) 498-4294
Joe Deets	North Ward Position No. 3	12/31/2027	jdeets@bainbridgewa.gov	(206) 473-1864
Leslie Schneider	Central Ward Position No. 4	12/31/2027	lschneider@bainbridgewa.gov	(206) 200-4502
Clarence Moriwaki	Central Ward Position No. 5	12/31/2025	cmoriwaki@bainbridgewa.gov	(206) 300-6181
Ashley Mathews, Mayor 2025	South Ward Position No. 6	12/31/2027	amathews@bainbridgewa.gov	(206) 949-7413
Jon Quitslund, Deputy Mayor 2025	South Ward Position No. 7	12/31/2025	jquitslund@bainbridgewa.gov	(206) 450-6218

To contact all Council members as a group please email: [council@bainbridgewa.gov](mailto:council@bainbridgewa.gov)

#### Key City Contacts:

City Clerk:	Christine Brown	cbrown@bainbridgewa.gov	(206) 780-8618
Court Administrator:	Jennifer Smith	jsmith@bainbridgewa.gov	(206) 780-3808
Finance Director:	DeWayne Pitts	dpitts@bainbridgewa.gov	(206) 780-8626
Planning Director:	Patty Charnas	pcharnas@bainbridgewa.gov	(206) 780-3754
Police Chief:	Joe Clark	jclark@bainbridgewa.gov	(206) 780-4686
Public Works Director:	Chris Wierzbicki	cwierzbicki@bainbridgewa.gov	(206) 780-3718
Public Works/Operations and Maintenance:		pwom@bainbridgewa.gov	(206) 842-1212