



CITY OF
BAINBRIDGE ISLAND

EXECUTIVE DEPARTMENT MEMORANDUM

Date: October 10, 2025

To: City Council

From: Blair King, City Manager

Cc: City Attorney
Department Directors

Subject: Information on 2025 Workplan and Priority Project Status

The purpose of the workplan summary report accompanying this memo is to provide an update on some of the City's current projects. The summary table provides an update on current projects, including those designated by the City Council as their highest priority projects. This list was updated to reflect priorities for 2024 and the 2025-2026 biennium.

This report focuses on the highest priority projects for 2025. The summary table includes over 80 different projects. Though this is a long list, it is by no means a comprehensive or prioritized list of all City activities and represents a small portion of ongoing work. Staff tracks and reports on these high priority issues to keep the Council and community informed and to demonstrate the projects which would be assessed to identify tradeoffs should new projects be added. Our reporting provides an assessment of progress on currently-approved work items to highlight areas of success and challenge.

2025 Q1 -3 Results: Citywide Workplan Priorities

Key steps and decisions included:

- Hired outside resource to shepherd Comprehensive Plan and Winslow Subarea Plan updates to conclusion
- Updated and approved Islandwide Mobility Plan, combining the Sustainable Transportation Plan and Islandwide Transportation Plan.
- Launched e-bike voucher program.
- Approved updated utility rates and expanded utility rate discount program.
- Acquired the Notch Property at 180 Olympic Drive to support the affordable housing project at 625 Winslow

- Hired and onboarded new Climate and Sustainability Manager
- Visited Low Income Housing Institute (LIHI) locations in Seattle to understand options for the 625 Winslow project location
- Developed ordinance to support planning and development of affordable housing at 625 Winslow. A State Environmental Policy Act (SEPA) appeal was received which has started a process with the Hearing Examiner and introduced delay into the review of this ordinance.
- Introduced Comprehensive Plan and Winslow Subarea Plan to the Planning Commission for review. Supported numerous extra meetings.
- Launched recruitment for and appointed community volunteers for City advisory groups
- Held recognition event for City volunteers
- Started Community Arts Plan review process, including convening stakeholder meeting
- Conducted first renewal process for Short-Term Rental registration
- Awarded contracts for Eagle Harbor Drive and Cooper Creek projects, including road closure and public communication efforts. Managed detours related to the Cooper Creek culvert salmon project.
- Issued \$12.6 million in long-term debt to support upcoming projects related to the water and sewer utilities.
- Received Aaa credit rating from Moody's

It is important to recognize that each of these steps and decisions are the result of significant work, and in many cases decisions made by the City Council will be followed by months if not years of staff work to implement.

Some significant activities that emerged in the course of 2025 are shown below. When these emerging items required significant attention or support from Council and/or City staff, there was decreased capacity to address previously identified projects.

Key Added/Emerging Tasks During 2025 (grouped roughly by topic):

- Develop water conservation efforts
- Develop Bainbridge Island Municipal Code amendments to address requests related to parks administration and enforcement
- Manage consultant contract related to options such as a Winslow Circulator
- Revise the Bainbridge Island Municipal Code and consider next steps to re-establish a City advisory committee related to multi-modal transportation
- Apply for two State Department of Commerce Connecting Housing to Infrastructure Program (CHIP) grants supporting affordable housing projects on Bainbridge Island
- Develop policy and rate structure to establish a standard and income-qualified lower rate for the Dave Ullin Open Water Marina

- Implement three-tiered income-qualified discounted rates for City-owned and operated water, sewer and surface and stormwater management (SSWM) utilities
- Develop regulations, implement registration, and plan enforcement for temporary signs
- Consider and approve new request from the Bainbridge Island Senior Community Center related to pétanque at Waterfront Park
- Update municipal code related to Electric Vehicle charging infrastructure
- Consider options related to historic preservation, including narrowing program
- Establish Council ad hoc committee related to zero emissions hand tools
- Develop Bainbridge Island Municipal Code amendments to address wildfire mitigation
- Pilot project for ferry line traffic enforcement

The reports that follow are sorted by the category of project, as well as the project “driver” or reason for the work. Categories include Climate/Natural Resources, Land Use/Housing, Mobility, Safety, Community, and Accountability. Drivers include Policy, Operations, Capital and Required. These organizational descriptions are intended to help with sorting and reviewing the list.

Council established the following priorities and areas of emphasis for 2025-2026. Projects supporting these areas are indicated with two asterisks (**) in the project name.

- 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

Thank you for allowing staff to submit this report.

2025 Workplan Projects

Project	Status	Notes	Category	Project Driver	2025 Change (projects added, paused, reassigned, etc.)	Dept
** 625 Winslow Way affordable housing development options	Active	Drafting Development Agreement and Ground Lease with affordable housing developer, followed by a Master Development Plan.	Land Use/ Housing	Operations		Exec
** Comprehensive Plan Periodic Update	Active	Additional consultant staff hired to coordinate progress and completion.	Land Use/ Housing	Required		PCD
** Housing Action Plan Scorecard Implementation	Active	Staff presented first review of actions to City Council Q2 2024. Next report planned in 2026.	Land Use/ Housing	Policy		PCD
** Rates at the Dave Ullin Open Water Marina	Active	Council policy direction provided. Implementation in 2026.	Land Use/ Housing	Policy	Added 2025	Exec
** Winslow Subarea Plan and Comprehensive Plan Steering Committee Climate Lens and Equity Lens Implementation	Active	Using climate and equity lenses in discussion with the Steering Committee in their outreach efforts.	Land Use/ Housing	Policy		Exec, PCD
** Winslow Subarea Plan and Comprehensive Plan Steering Committee Support	Active	Monthly meetings held throughout 2024 and periodically in 2025.	Land Use/ Housing	Policy		PCD
** Winslow Subarea Plan Update	Active	Additional consultant staff hired to coordinate progress and completion.	Land Use/ Housing	Policy		PCD
Triennial Planning and Development Fee Update	Active	Council review began in Q2. Final review and adoption planned for Q4 2025.	Land Use/ Housing	Required		PCD
Wildfire Mitigation and Prevention Code Update	Active	Presentation in Q1 2025. Further consideration to be scheduled.	Land Use/ Housing	Policy	Added 2025	PCD
** CAP: Greenhouse Gas Emissions Inventory Update	Active	Gathering data for municipal operations in Q4, data analysis for community inventory almost complete. Contract ends 12/31/25.	Climate/ Natural Resources	Policy		Exec
** CAP: Zero Emissions Landscaping Tools (community-wide regulations)	Active	REAC and CCAC joint subcommittee and staff work presented to Council in Q2 2025. Council subcommittee formed in Q3 2025.	Climate/ Natural Resources	Policy		Exec
** CAP: Solar & Battery Storage Evaluation Grant	Active	Commerce Solar + Storage grant executed, firm contracted and site visit scheduled for Nov. 3. City Hall, WWTP, O&M to be evaluated. Contract ends 5/31/26.	Climate/ Natural Resources	Policy	Resumed work when new staff started	Exec

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** CAP: Solid Waste Services Agreement Negotiation	Active	City discussion of next steps in Q4 2025.	Climate/ Natural Resources	Policy		Exec
** Groundwater Management Plan	Active	2nd Draft plan received; Presentaiton of peer review to City Council on 10/21; Public engagement planned for Q4 or early Q1 2026	Climate/ Natural Resources	Operations		PW
** Ted Spearman Justice Center Carbon Offset Project at Woodward Middle School	Active	Project 99% completed; awaiting final electrical parts for completion in Q4	Climate/ Natural Resources	Capital		PW
** Bucklin Hill Non-Motorized	Active	Contract award for design services in Q4; Public engagement planned in Q1 2026	Mobility	Capital		PW
** STP: Eagle Harbor/Wyatt Non-Motorized Project, Phase I	Active	Water line construction start on 10/9; Potential pause of non-motorized components until spring 2026	Mobility	Capital		PW
** STP: Sound to Olympic Trail Planning	Active	Reviewing grant terms; City Council decision on project advancement in Q4	Mobility	Capital		PW
** STP: Trail Projects: Lost Valley	Active	Trail cleared and construction partially complete - trail open for use; Construction of wetland boardwalk in spring 2026	Mobility	Operations		PW
** STP: E-bike Voucher Incentive Program	Active	Program launched and 44 vouchers awarded.	Mobility	Policy		Exec
** STP: Youth Cyclists Education Program	Active	Youth focused cycling education program and safety campaign launched. Staff training complete. Outreach to schools conducted. Pivoting program and timing based on school response.	Mobility	Policy		Exec
Ferry Line Traffic Enforcement	Active	Pilot program planned for Q2 2025	Mobility	Operations	added 2025	Exec
Animal Control Service Agreement Review	Active	Contract continues through 2026.	Safety	Operations		POL, EXEC
Emergency Management - Memoranda of Understanding with community partners for Hubs and Shelters	Active	MOU work is ongoing. MOUs/ILAs are in place for the majority of our disaster hubs. The remaining disaster hubs that need signed MOUs are IslandWood and Wing Point Country Club.	Safety	Operations		Exec

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Marine Patrol	Active	An officer was dedicated in Q1 2024 as the full-time marine officer. Focus includes: · Increase visibility and patrol hours during boating season · Coordinate with BIFD to augment staffing during patrols and increase available resources	Safety	Operations		POL
Traffic Emphasis:	Active	Traffic emphasis is continuing as staffing is available. Collection of automated data is delayed due to staffing turnover.	Safety	Operations		POL
** CAP: Solar at Disaster Hubs (Hyla School)	Active	Solar and battery installation with Hyla Middle School, need design completed in Q1 2026 with goal of construction Q3 2026. MOU with Hyla signed to be a disaster hub with an ongoing duration.	Community	Policy		Exec
** Equity: Develop and Implement Low Income Utility Discount Program	Active	Scope and program description adopted with utility rates; implementation in Q3/4 2025 for use in 2026	Community	Operations	Added 2025	FIN/Exec
Community Arts Plan Process	Active	Brought to Council in July. Met with art directors in Q3. Putting addendum together for Community Arts Plan. Process expected to continue into 2026.	Community	Policy		Exec
Develop Volunteer Manual for City Advisory Groups	Active	Manual distributed. New agreements to be collected in 2026.	Community	Operations		Exec
Municipal Code Update Related to Parks Functions	Active	Working with BIMPRD to understand requests for updates to Bainbridge Island municipal code.	Community	Operations	2025 added	Exec
Suyematsu Historic District Management Agreement	Active	Community alliance working on plan and program development. Consideration of extension of the agreement to be considered in Nov. 2025.	Community	Policy		Exec
Water Line at Exclusion Memorial	Active	Construction 80% complete; will finish in Q4	Community	Capital		PW
Youth in Government	Active	Event planned in Q4 2025. Video in progress with various staff sharing what they do. Date will be determined in coming months.	Community	Policy		Exec
** Islander Mobile Home Park Employee Housing	Active	Project ongoing. Manufactured Unit Selected and approved Q1 2025.	Accountability	Operations		Exec, PW
** Notch property (180 Olympic Drive) demolition and site preparation	Active	Project on hold	Accountability	Capital		PW

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** Racial Equity Toolkit	Active	Trainings given for RET, Leadership, Council, and REAC. Mini training given to CCAC. In 2025, will identify one project per department to use the toolkit in the coming months. Staff will work to develop online tool.	Accountability	Operations		Exec
**Website Review and Update	Active	Conducting design meetings with Civic Plus. Working with consultant on standardized content guidelines and website restructuring. Performed content audit with departments and discussed removal process around retention requirements.	Accountability	Operations		Exec
Americans with Disabilities Act Transition Plan	Active	Working with new consultant on remaining scope of work. Community outreach Q2 in partnership with BIMPRD. Community survey launched in Q2.	Accountability	Operations		Exec
City Banking Services Transition	Active	Kitsap Bank selected, contract in progress. Process on hold.	Accountability	Operations		FIN
City Hall Security System Software Upgrades	Active	Construction 90% complete; final hardware installation in Q4	Accountability	Capital		PW
Comcast Franchise Renewal	Active	Renewal negotiations in process.	Accountability	Operations		Exec
Community Incident Communications Plan	Active	1st draft written in Q2. Refining in Q3	Accountability	Operations		Exec
Historic Preservation Option Development and Code Update	Active	Discussions with community stakeholders and Council in process. Briefing scheduled for Q4 2025.	Accountability	Policy	Added 2025	Exec
Springbrook Fish Passage project	Active	Reviewing grant terms; City Council decision on project advancement in Q4	Accountability	Capital		PW
Wastewater Beneficial Re-Use Project	Active	Contract for field investigation and analysis on hold while property access issues are resolved	Accountability	Operations		PW
Wastewater Treatment Plant Capacity Upgrades	Active	Construction contract awarded in Q2; equipment procurement in process	Accountability	Capital		PW
Wastewater Treatment Plant Outfall Replacement	Active	30% Design contract awarded	Accountability	Capital		PW
Water System Business Plan	Active	Reviewed early findings with UAC in Q3; plan completion by the end of the year	Accountability	Operations		PW
Winslow Water Tank Replacement Project	Active	Off-site contract awarded; Tank expected to be online in early 2026	Accountability	Capital		PW
** STP: Island Wide Mobility Plan Update	Active	Adopted by Council as the plan of reference in the comp plan transportation element.	Accountability	Policy		Exec
** Notch Property (180 Olympic Drive) acquisition	Complete	Closed March 14, 2025	Land Use/ Housing	Operations		Exec

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Design Review Legislation Compliance (HB 1293)	Complete		Land Use/ Housing	Policy		PCD
Land Use Code Unlisted/ Unidentified Uses Update	Complete	Council final review planned for Q3 2025.	Land Use/ Housing	Policy		PCD
Noise Variance Ordinance	Complete	Reviewed by the Planning Commission in July 2025.	Land Use/ Housing	Policy	Added 2025	PCD
** CAP: Heat Pump Pilot Program	Complete	Pilot program complete with final reporting in Q4 2025.	Climate/ Natural Resources	Policy		Exec
** STP: Madison Avenue Bundled Project	Complete		Mobility	Capital		PW
** STP: Bike Corral on Winslow Way	Complete		Mobility	Operations		Exec
Complete build out and set up of EOC at Ted Spearman Justice Center	Complete		Safety	Operations		Exec
Creative District Markers Project	Complete		Community	Operations	Added 2024	Exec
Public Farmland Farm Manager Role	Complete		Community	Operations		Exec
City Hall Renovations	Complete		Accountability	Capital		PW
Country Club Road Reconstruction	Complete		Accountability	Capital		PW
Develop Artificial Intelligence Policy	Complete		Accountability	Operations		Exec
Emergency Operations Center Move from City Hall to Ted Spearman Justice Center	Complete		Accountability	Operations		Exec
Ferncliff water main extension	Complete		Accountability	Capital		PW
Fleet and equipment annual procurement	Complete		Accountability	Capital		PW
Hawley/Irene Sewer Upgrades	Complete		Accountability	Capital		PW
Sewer District #7 Connection Policy	Complete		Accountability	Operations		PW
Stormwater System Plan	Complete		Accountability	Operations		PW

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Ted Spearman Justice Center Completion and Move In	Complete	HVAC adjustments ongoing in Q4	Accountability	Capital		PW
Water and Sewer general obligation bond planning and issuance: \$5 M Water, \$6.8 M	Complete	Timing dependent on progress of associated capital projects. Expected in 2025.	Accountability	Operations		FIN
Utility Rate Study	Complete		Accountability	Operations		PW/Fin
Implementation and enforcement of sign code	Ongoing	Implemented with enforcement ongoing.	Land Use/ Housing	Policy		Exec
** CAP: Waste Reduction and Limit on Single Use Plastics	Ongoing	Ongoing support of initiatives related to compliance. Closed out WRRED Grant.	Climate/ Natural Resources	Policy		Exec
Water Conservation	Ongoing	Presented options to the City Council in Q1; follow-up actions will stem from the Groundwater Management Plan.	Climate/ Natural Resources	Policy	Added 2025	PW
** STP: Islandwide Mobility Plan outreach	Ongoing	Public engagement in Q1 and Q2 2025. Council review Q2 and Q3.	Mobility	Policy		Exec
** City of Bainbridge Island Racial Equity Plan	Ongoing	Ongoing	Accountability	Operations		Exec
Suquamish Tribe Relationship Building	Ongoing	Tribal members received wood from red oak tree.	Accountability	Operations		Exec
Critical Areas Ordinance Update	Pending	CAO updates required one year after due date of Comprehensive Plan updates. Work anticipated to ramp up mid-2025.	Land Use/ Housing	Required		PCD
Hotels as a Permitted Use in Commercial Zones	Pending	Planning Commission deferred on issue until Winslow Subarea Plan work was further along. Anticipated to be part of that work in 2025.	Land Use/ Housing	Policy		PCD
Regulations Relating to the Protection of Beavers	Pending	Continue discussion of options as additional information available.	Climate/ Natural Resources	Policy		PW
Shoreline Management Program Periodic Review	Pending	Deferred until after the completion of the Winslow Subarea Plan, COmp Plan and CAO update	Climate/ Natural Resources	Required		PCD
Sunday Cove, Lovell, Wood, Wing Point (SLoWW) sewer improvements	Pending	Design complete; permits submitted; Pending hearing date in Q4 2025	Accountability	Capital		PW