



MARINE ACCESS COMMITTEE



Regular Meeting

Monday, March 13, 2017

Bainbridge Island City Hall, Council Conference Room
280 Madison Avenue North, Bainbridge Island, WA 98110

Members: John Brownlow, Fred Grimm, Tom Hudson,
Frank Ostrander, Greg Spils, Elise Wright
Chair: John Brownlow
Council Liaison: Kol Medina

AGENDA

- 5:30 pm Call to Order, Roll Call
Accept or Modify Agenda
Conflict of Interest Disclosure
Approval of Minutes for February 13, 2017
- 5:40 Reports:
- Stewards Mark Leese
 - Harbormaster's Report Tami Allen
 - Updates from City Kol Medina / Morgan Smith
- 6:00 Public comment
- 6:15 Ongoing Business:
1. Review 2017-18 Work Plan and update progress
 2. Outreach opportunities – Coastal cleanup, 2017 Kitsap Peninsula National Water Trails Festival June 24-25, Spring Fling, Paddle Bainbridge July 15-16
 3. Review Kitsap Peninsula National Water Trails signage
 4. Revisit discussion on road-end signage standards
 5. Other business
- 7:15 Review action items
- 7:30 Adjourn



Meeting Agenda & Minutes Marine Access Committee



Wednesday, February 13th 2017

From: 5:30pm to 7:30pm

Location: City Hall, Council conference room

Co-Chairs:	John Brownlow	Minutes / Secretary:	John Brownlow
Attendees:	John Brownlow, Thomas Hudson, Frank Ostrander, Elise Wright, Greg Spils		
	Council liaison: Kol Medina	Excused: Fred Grimm	
Harbor Steward:	Richard Seubert		
Public:	Rick Chandler, Curator/Facilities Coordinator, Bainbridge Island Historical Museum		

Meeting called to order at 5:35pm

Acceptance or Modification of Agenda. Conflict of Interest Disclosure

No modifications to the Agenda were received and no conflicts of interest were stated / reported

Approval or Modification of previous meeting's minutes

Moved (*Tom Hudson*) and seconded (*Frank Ostrander*) that the minutes of the January 11th meeting of the MAC be approved. All approved.

Election of Co-Chair

Moved (*Tom Hudson*) that *Frank Ostrander* be appointed as the Co-Chair of the Marine Access Committee. There being no other nominees and Mr Ostrander accepting the nomination it was seconded (*John Brownlow*) All approved.

Harbor Stewards Report

Rich Seubert provided information regarding the recent (Valhalla) vessel fire. New (speed limit) buoys have been installed in Eagle Harbor. The (5 year) Liveaboard Agreement is coming up for renewal. New contracts commence in January. It is understood (tbc) that with departing and new tenants there will be 9 liveaboards in the Open Water Marina as well as others within Eagle Harbor. The current contract calls for vessels to be secured fore and aft in an east/west orientation. Tenants are wondering if this is a DNR/State or City requirement. This becomes an issue when prevailing southerly or NW winds exceed 20 kts. It causes extra strain on the moorings and vessel equipment and is most uncomfortable. Liveaboards request the ability to detach the aft line if winds exceed 20kts so that the vessel can swing freely head-to-wind.

City update

Update not received in time for meeting.

Ongoing Business

The rebuild of Eagle Harbor Marina has proceeded rapidly (6 weeks). The entire marina (6 docks) is now in place with just in-situ works (eg: sewerage pump-out, internet etc) to be completed.

Rick Chandler (Curator/Facilities Coordinator, Bainbridge Island Historical Museum) provided an overview of some of the work that BIHM does and discussed some of the interesting sites around the island. MAC has asked BIHM to identify several road-end or harbor sites where historical materials might be placed to enhance the visitor's experience.

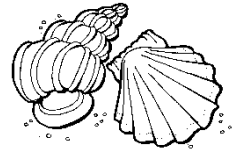
The development of a plaque recognizing the efforts of the former Road Ends Committee was discussed and carried forward.

The 2017-18 Work Plan was briefly reviewed to determine what updates have been made.

There being no further business the **meeting adjourned at 6:47pm**

Next Meeting(s)

The March meeting is scheduled for **Monday, March 13th, 2017** at **5:30pm**.



John Brownlow
Co-Chairs

Frank Ostrander

Harbormaster Report March 2017

Safety and Navigation:

- Extensive planning and training underway to incorporate the Emergency Flotilla in to the City/County emergency preparedness. Incident Management Training ICS 300 and 400 for Harbormaster. Two flotilla members are in the class (Greg Watts and Dean Alexander).
- BIPD, CG, BIFD and SFD responded to a boat fire just outside Eagle Harbor. The vessel “Valhalla” had damage to the interior. Kudos to all Elise Wright and all the boaters that called it in to support agencies, and to the response agencies for their work on the call. The owner was uninjured and has removed the vessel.

Water Quality:

- Harbormaster responded with outreach support for Seattle’s sewage spill and no-contact order.
- Planning for 2017 vessel to vessel pump out service for Eagle Harbor during dock rebuild.

Anchoring and Mooring:

Moorage Received (\$):	FEB 2017 (\$)
Stays less than 3 hours	55
Overnight	577
Car top boater parking	0
No information	0
Offshore overnight	84
Reservation	0
Trailer Day Parking	24
Trailer Annual Parking	80
M-T-D 2016	\$820
YTD 2016	\$1,311
YTD PREV	\$1,667

Public Access:

- **Date Change--Dock and Ramp closes July 31, through March 1, 2018.** The ramp, pump out, dinghy dock and overnight dock will be unavailable. Visiting boaters will have linear moorage, buoys and anchorage. The restrooms and showers will be available as well as beach access for dinghies. Alternative pump-outs are at local marinas and the vessel to vessel service. Alternative launch sites are Fort Ward and Kingston.
- The 2017 Boater’s Fair is **July 2, 2017 from 11 AM to 3 PM.** Harbormaster (BIPD) will coordinate with COBI, BICC, BIDA, CG Auxiliary to share publicity and support.

Derelict Vessel Prevention/Removal Program:

- REMOVED: 26’ fiberglass powerboat WN1898JC under DVPRP.
- IN PROCESS: The kayak rental barge, “Furious”. Lease expiration 12/31/16. Custody date March 15th, 2017.
- NEW: 32’ Sailboat sank 3/8/17 at a private dock in Manzanita bay. Owner is removing vessel. Kudos to Gene Pace for the assistance.
- Ongoing enforcement of Anchoring and Mooring time limits.

Other:

Boat-Trailer Placards for 2017 are available at half price of \$40 because of construction and closures. Daily boat trailer parking is still \$8 per day.

Volunteer positions with Emergency Flotilla for 2017 are available. The application is on the City’s website.



CITY OF
BAINBRIDGE ISLAND



Marine Access Committee



Work Plan: 2017-2018

Bainbridge Island - Marine Access Committee

Established By: Ordinance No. 2015-13

Created by the consolidation of the former Road Ends Committee and Harbor Commission into the **Public Water Access Committee**

Ordinance No. 2016-07 (AB16-095 Executive) at the request of the Public Water Access Committee, Council approved changing the Committee's name to **Marine Access Committee**

Purpose

The **Marine Access Committee** monitors and advises on matters pertaining to the City's harbors, coastal waters and the public's right of access – via designated road ends – to these waters consistent with the provisions of the Bainbridge Island Municipal Code and other direction by the City Council.

Scope of Work

The **Marine Access Committee** shall:

- Work to support awareness, management, and enhancement of public access to and from the island's waters and water dependent activities;
- Actively seek opportunities for public engagement and public outreach to increase awareness of public water access sites of all type (water access, water view, etc.);
- Promote and coordinate opportunities to develop island-wide public water access sites, especially road ends, as appropriate circumstances occur;
- Develop and recommend new road end and harbor management policies as needed, for island-wide water access sites;
- Coordinate with appropriate City staff to implement the public water access policies and goals of the council through measures which include, but are not limited to, recommendation of ordinances, regulations, and other means;
- Initiate, manage, encourage, and support a program for community stewardship of individual water access and road end sites throughout the community;
- Actively seek to leverage city resources by identifying donation and grant opportunities and assessing for alignment with City goals and priorities;
- Enlist volunteers, neighborhood members, and community organizations to assist with the implementation of approved plans and/or projects adopted by the city council;
- Develop an annual work plan in collaboration with appropriate city staff, and submit the proposed work plan to city council for review and approval each year, along with a report on results of the prior year work plan;
- Such other duties and responsibilities as may be assigned by the City Council.

Committee members

Current member	Position #	Term expires
<i>vacant</i>	1	June 30, 2017
Thomas Hudson	2	June 30, 2017
John Brownlow (Co-Chair)	3	June 30, 2018
Greg Spils	4	June 30, 2018
Fred Grimm	5	June 30, 2019
Frank Ostrander	6	June 30, 2019
Elise Wright (Co-Chair)	7	June 30, 2019

Council Liaison

Kol Medina

Regular Meetings

5:30 p.m.

Second Monday of every month

Bainbridge Island City Hall – Council Conference Room (or elsewhere as per notice posted on City's website)

Website: <http://www.ci.bainbridge-isl.wa.us/706/Marine-Access-Committee>

2017/18 Work Plan Summary

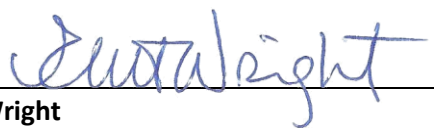
The Committee expects to further refine and prioritize these plans and potential projects as we progress through this period.

In 2017/18 the **Marine Access Committee** will focus activities into four (4) workstreams:

- **Infrastructure Projects:** Identify, encourage and support City projects/tasks that relate to the sustainability of our marine environment and the provision of facilities and services that meet the access and recreational needs of the community.
- **Framework Management:** Provide input to maintenance of the legal and technical frameworks that allow the orderly management of the marine environment and road ends access that are part of the City's area of responsibility.
- **Education, Outreach & Liaison:** Educate and engage with the community and liaise with other parties that have oversight or interests associated with marine activities, public access, and facilities.
- **Stewardship:** Organize activities aimed at vessel owners, water-based activity providers and public access neighbors and users that are designed to protect our marine environment, access and facilities.



Work Plan approved unanimously by (6) committee members voting electronically (October 13-17, 2016)



Elise Wright
Co-Chair
for **City of Bainbridge Island - Marine Access Committee**
Tuesday, October 18, 2016



John Brownlow
Co-Chair

Infrastructure Projects

Project: Support the projects to replace the City Dock		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / All	Mark Epstein (Project Manager)	\$2m+
Description	Status / HC lead	Carry-over
Liaise with City Council and Public Works to ensure the City Dock supports the needs of various users.	Provide input to Mark Epstein regarding park/dock interface and facilities.	Yes
Project: Enhance Waterfront Park		
Committee Lead / Backup	Requested City Resources	Impact estimate
Frank Ostrander		
Description	Status / HC lead	Carry-over
Seek improvements to marine access that build on and enhance the completed Waterfront Park project. Such enhancements could include additional benches, path improvements, signage, possible viewing platform(s), bike racks, ADA improvements to shoreline access, etc.		Yes
Capital Project: Additional boat launch facilities		
Committee Lead / Backup	Requested City Resources	Impact estimate
Fred Grimm / Frank Ostrander	Guidance from Council	
Description	Status	Carry-over
When directed by Council, Work with BI Parks District and City Management to develop improved trailer boat launch ramp facility at Fort Ward Determine if a temporary access dock can be expedited in time for 2017 boating season	Former Park Commissioner (Fred Grimm) met informally with Terry Lande (Executive Director, BIMPRD) and discussed the possibility of joint project(s) terry@biparks.org 206.842.2306 ext 112	New
Capital Project: Harbor viewing platform(s)		
Committee Lead / Backup	Requested City Resources	Impact estimate
Frank Ostrander		TBD
Description	Status	Carry-over
Develop design for, approve and build a viewing platform similar to that installed at the Kingston ferry site in a cooperative project between WSDOT and the City so that visitors have a place to view the comings and goings within the harbor and take pictures with Seattle and the Sound as a backdrop. Preferred site: Outside the ferry terminal between the smoking area and the motorcycle parking area	Outreach to WSF to be initiated	New

Optional sites: Waterfront Park on the east side of the City Dock or the harbor side of the ferry waiting area.		
Maintenance projects (O&M)		
Committee Lead / Backup	Requested City Resources	Impact estimate
Greg Spils / John Brownlow	City staff and funds for repairs and new installation(s).	TBD
Description	Status	Carry-over
Work with the City to identify, prioritize and facilitate ongoing repair or maintenance of existing road end sites, signage or marine access facilities.		Yes
Viewing Benches, Bike Racks & Parking Spaces Program		
Committee Lead / Backup	Requested City Resources	Impact estimate
Fred Grimm / Greg Spils	Funds for purchase & installation of benches, bike racks or parking area materials	Est. \$10,000 – 20,000
Description	Status	Carry-over
In order to improve the road end experience for all users especially those less mobile, work with the City to have benches installed (where space exists) at developed road ends. Develop design for, construct and install bike racks at prime road-ends (sites TBD)		Yes
#	Road	Bench &/or Bike Rack Needs
		Eagle Harbor Waterfront Park - install 2 or 3 benches along waterfront trail
		Pub Marina (walkway to west) - install 2 or 3 benches
02	Ocean Drive / Manitou Park Blvd NE	Ocean Drive – Clear obstructions within boundaries, refix boundary markers and add 1 bench. Add bike rack and parking space
03	Manitou Beach	Manitou Beach (top of hill) 1 bench and clear ivy for view
13	Olympic Drive	Install bench at water end
20	Rose Loop	Remove No Parking sign and provide designated parking for 1-2 vehicles
26	Lytle Road	Install bike rack adjacent to car park area
Permanent Road End Boundary &/or Shore Access / View or KPWT Signs Program		
Committee Lead / Backup	Requested City Resources	Impact estimate
Greg Spils / All	Public Works	TBD
Description	Status	Carry-over
To maintain public and private property rights at road ends, work with City to have permanent boundary, shore access or view &/or designated parking sign-posts installed.	Identify signage needs and sites with WA/Kitsap Water Trails group(s).	Ongoing

#	Road End	Signage Requirements
02	Ocean Drive	Fix boundary markers
07	Yaquina	Boundary & Shore Access signs below car parking area. Sign post at top of hill needs resetting, official signage to direct to beach access (looks like a private drive). Determine if KPWT signs are required and installed. Check to see if boundary markers are installed and if map is needed to delineate public access areas from private
11	Wing Point Road (undev)	Both boundary markers. Wing Point Drive has McMicken Beach Trail. Is this the road-end? If so, needs Road End sign and Shore Access signs. If not, then Wing Point Road (end) needs surveying
13	Olympic Drive	Move private signage etc and reestablish public access boundaries
17	Winslow Way W	Road End sign at shore end
24	South beach Drive	Road End and Shore View signs needed
26	Lytle Road	Road End, Shore Access & KPWT signs needed
30	Fletcher Landing	KPWT signs needed and parking area delimited
49	Hidden Cove Rd	Boundary markers (done). 2017 needs Shore Access sign and possibly a map to delineate public access areas from private
52	Reitan Road (undev)	Confirm Road End sign in place and add permanent boundary signage

Framework Management

Monitor Comprehensive Plan, Shoreline Master Program & Development Proposals		
Committee Lead / Backup	Requested City Resources	Impact estimate
Frank Ostrander / Elise Wright / Fred Grimm	Implement notification of pre-permit applications that involve docks, buoys, shoreline developments or navigable waters	
Description	Status	Carry-over
Monitor the Comprehensive Plan, Shoreline Master Program and Development Proposals that involve properties on the shoreline and provide Harbors and Road Ends input where appropriate	Work with City to develop policy regarding notification to neighboring properties when buoy applications are submitted	Yes
Review Shoreline Signage Design Standards		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow	Info from DRB, HPC, others?	
Description	Status	Carry-over
Review existing design standards for Road-Ends, Shore Access, Boundary and Historical signage. Signage includes shore view, shore access, rules-of-the-road and parking sites in the road ends' vicinity (as needed).	Liaise with BI Historical Society to get input / assistance for signage at important sites	New

Support legislative changes to provide ongoing funding for marine precincts maintenance		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / Elise Wright		
Description	Status	Carry-over
Continue to work with City and State representatives to introduce legislation that would require State to allocate a percentage of vessel registration fees back to City in which vessel is normally moored		Ongoing
Produce Committee's Work Plan		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / Greg Spils / Elise Wright		
Description	Status	Carry-over
During the first half of the calendar year, prepare a work plan and list of prioritized projects for Council's consideration during the biennial budget development process	Done for 2017/18 Completed October 18, 2016	

Education, Outreach & Liaison

Community events / Outreach		
Committee Lead / Backup	Requested City Resources	Impact estimate
All	Harbormaster / Community Engagement Specialist	
Description	Status	Carry-over
Identify and provide support for community events such as National Marina Day (June 20 th), Spring Fling, International Coastal Cleanup Day, Christmas Boats and other marine related events Ensure that the Committee stays involved and provides community input to any activities associated with the marine environment within the City's boundaries	Liaise with BI Historical Society, BI Rowing, Sustainable Bainbridge, Suquamish Tribe, WA DNR, Army CoE and EPA to ensure we have coverage and appropriate resources Conduct outreach / listening sessions with property owners adjacent to road-ends prior to any significant changes at these sites	New
Social media & Web-based Outreach		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / Elise Wright	Community Engagement Specialist	
Description	Status	Carry-over
Provide content to City's Community Engagement Specialist (CES) to educate community regarding our maritime history, road ends and aquatic facilities available, marine projects, and increase visibility of Committee activities etc.	Access Guidebook photos and provide content to CoBI website	New

Provide feedback to City regarding new GIS map of road ends, and additional content such as harbor or cruising information		
Provide list of amenities at Road End sites for GIS map		
Committee Lead / Backup	Requested City Resources	Impact estimate
Elise Wright / John Brownlow		
Description	Status	Carry-over
Conduct site visits to all marine access / road end sites and update the list of amenities for inclusion on the CoBI GIS map and other resources	In progress (Brownlow, Spils, Wright) Sites 1-38 done in 2016, others done in 2015	Yes
Liaise with WA/Kitsap Water Trails group		
Committee Lead / Backup	Requested City Resources	Impact estimate
Elise Wright		
Description	Status	Carry-over
Liaise with WA/Kitsap Water Trails group and identify where KWT wants to place signs	In process	Yes
Develop contact with other groups and agencies		
Committee Lead / Backup	Requested City Resources	Impact estimate
John Brownlow / Frank Ostrander		
Description	Status	Carry-over
Develop contacts with other groups and government agencies that have a stake in the management of the shoreline and waters surrounding Bainbridge Island. (eg: DNR, EPA, CoE)		Yes
Recruit additional Stewards for Harbors and Road End sectors		
Committee Lead / Backup	Requested City Resources	Impact estimate
Tom Hudson / Fred Grimm		
Description	Status	Carry-over
Define stewards' roles & responsibilities Recruit Harbor stewards for Point Monroe, Rich Passage, Murden Cove & Madison Bay (Port Madison) and revive Road-Ends Stewards program. Encourage all Stewards to be actively involved in committee meetings and events.	Harbor Stewards now actively involved in regular MAC meetings. MAC to review Stewards' Roles & Responsibilities document and forward to Deputy City Manager for approval.	New

Stewardship

Encroachment Prevention		
Committee Lead / Backup	Requested City Resources	Impact estimate
Stewards / Tom Hudson	City Attorney & Surveyors	TBD
Description	Status	Carry-over
Continue to raise encroachment issues to City Staff in order to enforce state law on public access to shoreline (RCW 35.79.035). Work with City to determine if any sites should be vacated and monitor the process in accordance with State law		Yes
#	Road End	Investigation &/or Surveys Required
23	Taylor Ave	Survey required to establish road end boundaries
55	North Street	Survey required to establish original road end boundaries
Review and monitor navigational and safety issues		
Committee Lead / Backup	Requested City Resources	Impact estimate
Tom Hudson / Fred Grimm		
Description	Status	Carry-over
Monitor and report navigational and safety issues for the shoreline and waters of Bainbridge Island.		Yes
Buoy Monitoring Program		
Committee Lead / Backup	Requested City Resources	Impact estimate
Harbor Stewards, Committee Members		
Description	Status	Carry-over
Continue to monitor and report, educate, advocate and assist the City in the buoy enforcement program		
Emergency Flotilla		
Committee Lead / Backup	Requested City Resources	Impact estimate
Tom Hudson / All	Harbormaster	
Description	Status	Carry-over
Encourage Bainbridge Island boaters and Yacht Clubs with outstations on the island to sign up for the Emergency Flotilla.	Review Agreement with new City Attorney in order to understand and clarify liability issues	Yes

City of Bainbridge Island Marine Access Committee



**Shore & Road-End
Access Signage**

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**Design Standards
Review Input**

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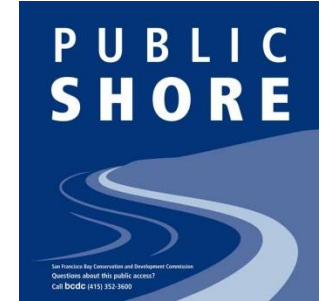
Shore & Road-End Access signage

CoBI examples



Shore & Road-End Access signage

Examples from other municipalities



DRAFT

CoBI Signage Standards – MAC design review input

Examination of existing shore / road-end signage revealed **areas that could be reviewed** for improvements

1. **Parking signage** – A perennial issue with local residents & users alike. Suggest we be more definitive eg: where can you park, for how long & between what hours. Signs should be CoBI ‘branded’
2. **Limited use of graphics:** CoBI signage is mostly text-based. Other communities examined included standard graphical elements. We suggest this would assist people where English is not their 1st language, add interest & makes signage more readable
3. **Separate signs:** Several sites have multiple signs. Suggest working from a standard template and include only those elements that apply to the site eg: shore access, parking hours, ADA accessible etc
4. **Shore Access vs. Public Shore** : Recommend use of the wording “Public Shore (Access)” to reinforce public access message
5. **Public Access Boundaries:** Signage needs to indicate whether public has access to beach for walking eg: between MLLW and MHW marks or if access is restricted to road-end boundary

DRAFT



Parking signage

Feedback suggests it needs to be more definitive

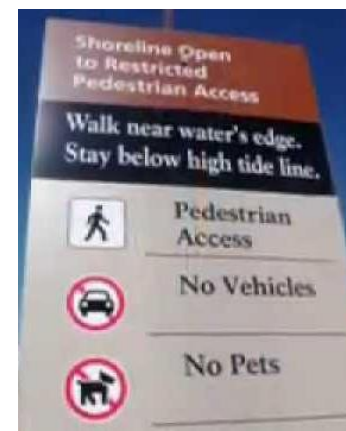
Where can I park? For how long?
and bi or multi-lingual?



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Shore & Road-End Access signage

Examples that consolidate information on one sign and include structured design & graphics



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Shore & Road-End Access signage

Examples that consolidate information on one sign and include structured design & graphics



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Example of signage design with combined information



Use of City 'brand' logo

- Rather than text
- Reinforces our brand
- Makes it an official sign

Use of standard colors that match 'brand' palette

- One for shore access
- One for Road End access

Parking time limit defined on main signage & reinforced with parking signs

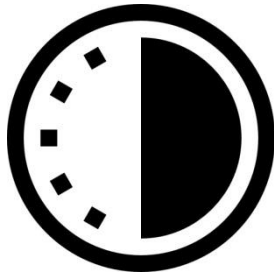
Use of lighter background

- Sign stands out better from backgrounds

Use of standard graphical elements draws the eye of the visitor & reinforces text messages

Examples of suggested signage standard

Includes graphics & elements that apply only to that site





CITY OF
BAINBRIDGE ISLAND

PUBLIC ROAD END

**Beware: Steep access**

**Access: Dawn to Dusk**

**No parking available**

**No alcohol or drugs**

**Remove your own trash**

**Animals must be on leash**

**No open fires**

**No camping**

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Example of suggested signage standard



CITY OF
BAINBRIDGE ISLAND

SHORE ACCESS

PUBLIC FLOAT



Hours: Dawn to Dusk



2 hour parking only
in designated area



Accessible except at
extreme low tide



CITY OF
BAINBRIDGE ISLAND

SHORE ACCESS

LAUNCH & RECOVER



Hours: Dawn to Dusk



30 minute parking only
in designated area



Non-motorized
personal watercraft only

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Example of suggested signage standard

