



MARINE ACCESS COMMITTEE
REGULAR MEETING
MONDAY, NOVEMBER 13, 2017
5:30 PM – 7:30 PM
CITY HALL
COUNCIL CONFERENCE ROOM
280 MADISON AVENUE NORTH
BAINBRIDGE ISLAND, WA 98110

AGENDA

Members: Paula Elliott, Fred Grimm, Peter Hill, Anthony Oddo,
Frank Ostrander, Greg Spils, Elise Wright

Co-Chair: Frank Ostrander, Elise Wright

Council Liaison: Kol Medina

Harbor Stewards: Dave Kircher, Mark Leese

5:30 pm Call to Order, Roll Call
Accept or Modify Agenda
Conflict of Interest Disclosure
Approval of Minutes for October 23, 2017

5:35 Reports:
City Kol Medina
Stewards
Harbormaster (attached)

6:00 Ongoing Business Reports:
Bench Subcommittee Peter Hill, Greg Spils
Plaque/Proclamation for Road Ends Elise Wright
Construction Limit Lines Frank Ostrander
Liaison with Parks District Fred Grimm

6:40 Action Items:
Annual Report to Council Elise, All
2017/18 Work Plan Anthony, All
Capital Improvement Projects All

7:30 Adjourn



MARINE ACCESS COMMITTEE
SPECIAL MEETING
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MINUTES

Meeting was **CALLED TO ORDER** at 5:35 PM by Chair Frank Ostrander. Minutes were recorded by Anthony Oddo. In attendance were Committee Members Fred Grimm, Anthony Oddo, Frank Ostrander, Greg Spils and Elise Wright. Harbor Steward Mark Leese was also present.

NO CONFLICTS were reported.

MINUTES of the MAC Meeting on September 11, 2017 were moved (Oddo), seconded (Grimm), and approved without modifications.

CO-CHAIR ELECTION

Elise Wright was unanimously elected co-chair of the committee. She will serve until June 30, 2018.

OPEN PUBLIC MEETINGS ACT/PUBLIC RECORDS TRAINING

Members of the committee received a briefing and training on the Open Public Meetings Act and Public Records Act by Joe Levan, Bainbridge Island City Attorney. The training meets the requirements of the Open Government Training Act.

REPORTS

City: Frank Ostrander shared an update from Councilmember Medina regarding: (1) the draft letter to the Parks Department and (2) the ferry terminal viewing platform. Councilmember Medina asked that rather than send the letter to the Parks District Board, a designated member of the Committee (Grimm) invite Park District board member(s) to a MAC meeting (see **Ongoing Discussions** below). Regarding the viewing platform, Councilmember Medina indicated that the 2018 City Budget is too overburdened to include any planning or feasibility study. Consequently, he will ask the City Council to include it in the 2019 Budget.

Harbor Stewards: Leese met with Chief Hamner to discuss the regulations regarding lengths of stay at harbors around the island (30 consecutive days and no more than 90 days per year). An ongoing issue is that some vessels continue to overstay and Leese has asked that the police provide not only more regulatory enforcement, but also public safety enforcement in light of the shooting incident in Eagle Harbor on July 9, 2017.

Harbormaster: No oral report provided. The September 2017 written report noted that open water marina applications for 2018 will be available in late October. The reconstruction of the city dock continues with all services still unavailable. Mark Epstein is the contact (project manager) for the city dock reconstruction project and Tami Allen is the contact for public access and moorage options. The restroom refurbishment project will be completed in mid-October.

ONGOING BUSINESS

Bench Placement: Greg Spils reported that he and Peter Hill selected the following sites for bench placement:

1. Siverston NE: any suitable location close to the shoreline
2. West Waterway: clear flat open area; east of the culvert
3. North NE: on eastern boundary of road end
4. Sanwick: replace an older bench
5. Beach Road: on east side of guardrail
6. Foster: north side of lowest landing
7. Lafayette: any suitable location close to the shoreline
8. Falk Road: any suitable location at road end
9. Gertie Johnson: any suitable location at road end

A motion was made (Grimm) to approve the selection and send to Morgan for City action. (Wright) seconded.

Plaque/Proclamation for Road Ends: No new updates.

Construction Limit Lines: No new updates.

Signage Standards: This action item was removed and replaced with “Determining Road End Encroachment Policy & Process for Resolution.”

ONGOING DISCUSSIONS

Liaison with Parks District: The Committee asked Fred Grimm to contact a member (or members) of the Parks District Board and invite them to a future MAC meeting. This will provide an opportunity for the Committee to discuss possible collaboration on future projects and raise questions or concerns.

ACTION ITEMS

Annual Report to Council: Elise Wright is preparing the 2017 Report to the City Council. A draft will be available by the November meeting.

2017/2018 Work Plan: Anthony Oddo is preparing the 2017/2018 Work Plan. A draft will be available by the November meeting.

Capital Improvement Projects: Assistant City Manager Morgan Smith asked that the Committee develop a list of capital projects for the next six years – this may include one project per year or multiple priorities in a given year. The Committee will discuss further at the November meeting and include the ask as an action item in the 2017/2018 Work Plan.



CITY OF
BAINBRIDGE ISLAND

MARINE ACCESS COMMITTEE
SPECIAL MEETING
MONDAY, OCTOBER 23, 2017
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BAINBRIDGE ISLAND, WA 98110

NEXT MEETING: Monday, November 13, 2017.

The meeting was **ADJOURNED** at 7:12 PM.

Frank Ostrander, Co-Chair

11/3/17

Harbormaster Report October 2017

Safety and Navigation:

- Tracking repair of the EPA No-anchor buoy near Hawley Cove, Eagle Harbor.
- Respond to calls for vessel dragging anchor.

Water Quality:

- Planning to do a review of the oil spill trailer for Emergency Flotilla members and COBI staff.
- Pump out during construction (9/5/17 – 2/1/18) see [http://parks.state.wa.us/724/Central-Southern-Puget-Sound: Harbour Marina, Eagle Harbor Marina](http://parks.state.wa.us/724/Central-Southern-Puget-Sound:HarbourMarina,EagleHarborMarina).
- Tracking removal of a float at south beach. Referred to ACOE MV Puget.

Anchoring and Mooring:

City Dock (closed), Linear Moorage and Buoys

Moorage Received (\$):	OCT
Stays less than 3 hours	0
Overnight	0
Car top boater parking	0
No information	0
Offshore overnight	298
Reservation	0
Trailer Day Parking	0
Trailer Annual Parking	0
M-T-D 2017	\$298
YTD 2017	\$15,199
YTD PREV	\$18,269

Open Water Marina

The deadline for applications to the Open Water Marina for 2018 leases is 4:00 pm November 15th, 2017. The leases are for full-time liveaboard residents and agreements run from January 1, 2018 through December 31, 2018. Contact Tami Allen for more information.

Public Access:

- The ramp, pump out, dinghy dock and overnight dock will be unavailable. Visiting boaters will have linear moorage, buoys and anchorage. There is a small float secured to the beach for dinghies. Contact the marina head of time to use pump-outs at Harbour Marina and Eagle Harbor Marina. Alternative launch sites are Fort Ward and Kingston. At the time of this writing, the piles and floats have been pulled. Mark Epstein is the contact for project and timeline questions. Tami Allen is the contact for public access and moorage options. The restroom project is complete.

Derelict Vessel Prevention/Removal Program:

- BETTY SUE WN0324MF (appeal in process)
- Ongoing enforcement of Anchoring and Mooring time limits.

Mark your calendar for December Events:

Saturday, December 2, Boater Safety Class with the USCG Auxiliary. To register, go to BIPARKS.org

Saturday, December 9th, WINTER WONDERLAND at Waterfront Park. 6PM

Thursday, December 14th, ARGOSY Christmas Ship, Eagle Harbor. 8PM.



CITY OF
BAINBRIDGE ISLAND



Marine Access Committee

Work Plan: 2018-2019

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 NUMBER	TERM EXPIRES
Paula Elliot	1	June 2020
Anthony Oddo	2	June 2020
Peter Hill	3	June 2018
Greg Spils	4	June 2018
Fred Grimm	5	June 2019
Frank Ostrander, <i>Co-Chair</i>	6	June 2019
Elise Wright, <i>Co-Chair</i>	7	June 2019

Council Liaison

Kol Medina, North Ward
Term Expires: December 2019

Regular Meetings

5:30 – 7:30 PM
Second Monday of each month
Bainbridge Island City Hall – Council Conference Room (or elsewhere as per notice on City's website)

Committee Website

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

2018 – 2019 Work Plan Summary

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

In 2018 – 2019 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 XXXXXXXX by (7) committee members voting electronically (October 13-17, 2016)

Frank Ostrander

Co-Chair

for **City of Bainbridge Island - Marine Access Committee**

Tuesday, October 18, 2016

Elise Wright

Co-Chair

INFRASTRUCTURE PROJECTS		
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 and City Dock projects. Enhancements could include additional benches, path improvements, signage, possible viewing platform(s), bike racks, ADA improvements to shoreline access, etc.	Four benches have been dedicated for installation at the Waterfront Park shoreline.	Yes
Capital Project: Identification of Capital Projects for Future City Budgets		
Committee Lead / Backup	Requested City Resources	Impact estimate
All		
Description	Status	Carry-over
Identify and develop recommendations for at least one marine access enhancing capital project for each year of the City of Bainbridge Island Capital Budget.		New
Capital Project: Harbor viewing platform		
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 WSF Kingston Terminal or Spokane Riverwalk in a cooperative project between WSDOT and the City of Bainbridge Island. The viewing platform would provide visitors 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 Optional sites: Waterfront Park on the east side of the City Dock or the harbor side of the ferry waiting area.	Outreach to WSF initiated. Councilmember Medina will seek to include the project in the COBI 2019 Capital Plan.	Yes

Maintenance Projects (O&M)		
Committee Lead / Backup	Requested City Resources	Impact estimate
Greg Spils / Peter Hill	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.	City has initiated	Yes
Viewing Benches, Bike Racks, and Parking Spaces Program		
Committee Lead / Backup	Requested City Resources	Impact estimate
Fred Grimm / Greg Spils	Funds for purchase and installation of benches, bike racks, or parking area materials	Est. \$30,000
Description	Status	Carry-over
In order to improve the road end experience for all users – especially those with limited mobility – work with the City to install benches (where space exists). Develop design for, construct, and install bike racks at prime road end sites.	8 benches have been installed. 9 more sites have been recommended to the City for installation following a Committee vote.	Yes
Bench Site Recommendations		
Bench Site	Description	
Siverston Road NE	Any suitable location close to the shoreline	
West Waterway	Clear flat open area; east of the culvert	
North NE	On eastern boundary of road end	
Sanwick	Replace an older bench	
Beach Road	On east side of the guardrail	
Foster	North side of lowest landing	
Lafayette	Any suitable location near the shoreline	
Falk Road	Any suitable location at road end	
Gertie Johnson Road	Any suitable location at road end	

Permanent Road End Boundary and/or Shore Access / View of 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 the City to have permanent boundary, shore access, or view signs installed. Also include designated parking area signs (where appropriate).	Identify signage needs and sites with WA/Kitsap Water Trails group(s).	Ongoing
Road End Signage Needs		
Road End	Signage Requirements	
Greg to update		

FRAMEWORK MANAGEMENT		
Monitor Comprehensive Plan, Shoreline Master Program, and Development Proposals		
Committee Lead / Backup	Requested City Resources	Impact estimate
Frank Ostrander / Elise Wright, Fred Grimm, Anthony Oddo	Implement notification of pre-permit applications that involve docks, buoys, shoreline developments, or navigable waters.	
Description	Status / HC lead	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 the City to develop a 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
Greg Spils / Peter Hill, Paula Elliot	Information from DRB, HPC	
Description	Status	Carry-over
Review existing design standards for road ends, shore access, and 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 gather input and assistance for signage at important sites.	Yes
Produce Committee's Work Plan		
Committee Lead / Backup	Requested City Resources	Impact estimate
Anthony Oddo / Frank Ostrander		
Description	Status	Carry-over
Prepare the Committee Work Plan including a list of prioritized projects for the City Council's consideration during the biennial budget development process.	In progress for 2018 – 2019	Yes

EDUCATION, OUTREACH, AND LIAISON		
Community Events and Outreach		
Committee Lead / Backup	Requested City Resources	Impact estimate
All	Harbormaster and Community Engagement Specialist	
Description	Status / HC lead	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 Historical Society, BI Rowing, Sustainable Bainbridge, Suquamish Tribe, WA DNR, CoE, and EPA to ensure we have coverage and appropriate resources. Conduct outreach / listening sessions with property owners prior to significant changes at these sites	Yes

Social Media and Web-based Outreach		
Committee Lead / Backup	Requested City Resources	Impact estimate
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. Provide feedback to City regarding new GIS map of road ends, and additional content such as harbor or cruising information.	Access Guidebook photos and provided content to COBI website	Yes
Recruit Additional Stewards for Harbors and Road End Sectors		
Committee Lead / Backup	Requested City Resources	Impact estimate
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 MAC meetings. MAC to review Stewards' roles and responsibilities document and forward to Deputy City Manager for approval.	Yes
Provide List of Amenities at Road End Sites for GIS Map		
Committee Lead / Backup	Requested City Resources	Impact estimate
Elise Wright / Anthony Oddo		
Description	Status	Carry-over
Conduct site visits to all marine access / road end sites and update the list of amenities for inclusion on the City GIS map and other resources.	In progress (update from Elise here)	Yes

Liaise with Washington / Kitsap Water Trails Groups		
Committee Lead / Backup	Requested City Resources	Impact estimate
Elise Wright		
Description	Status	Carry-over
Liaise with WA/Kitsap Water Trails groups and identify where KWT wants to place signs	In progress.	Yes

STEWARDSHIP		
Development of an Encroachment Provision and Policy		
Committee Lead / Backup	Requested City Resources	Impact estimate
Greg Spils / Anthony Oddo	City Attorney and Surveyors	TBD
Description	Status / HC lead	Carry-over
In collaboration with the City Attorney and other Staff, develop a set of procedures for monitoring, enforcing, and adjudicating private encroachments onto public road ends.		New
Review and Monitor Navigational and Safety Issues		
Committee Lead / Backup	Requested City Resources	Impact estimate
Peter Hill / Fred Grimm		
Description	Status	Carry-over
Monitor and report navigational and safety issues for the shoreline and waters of Bainbridge Island. Review the adequacy and effectiveness of City of Bainbridge Island ordinances related to moorage and anchorage of boats in City waters.	Harbor Stewards met with COBI Police Chief to discuss enforcement issues	Yes
Buoy Monitoring Program		
Committee Lead / Backup	Requested City Resources	Impact estimate
Harbor Stewards / Anthony Oddo		
Description	Status	Carry-over
Continue to monitor and report, educate, advocate, and assist the City in the buoy enforcement program.	Initial meetings with Harbormaster to view the City monitoring/mapping software and identify problematic buoys in Eagle Harbor.	Yes

Emergency Flotilla		
Committee Lead / Backup	Requested City Resources	Impact estimate
All		
Description	Status	Carry-over
Encourage Bainbridge Island boaters and Yacht Clubs with outstations on the island to sign up for the Emergency Flotilla	Reviewed agreement with new City Attorney in order to understand and clarify liability issues.	Yes