

PWAC Minutes  
July 27, 2015  
City Hall 5:30pm

Present: Members Frank Ostrander, Samantha Everett, Roger van Gelder, Fred Grimm, Bill McCoy, John Brownlow, Tom Hudson, Marci Burkel, Elise Wright and Bitsy Ostenson. Greg Spils was absent & excused.

City Manager Doug Schulze, Deputy City Manager Morgan Smith, Council member Wayne Roth, Harbor Steward Mark Leese, community member & Watercraft Concessionaire Udo Wald.

1. Minutes July 13, 2015: approved with updates to the action items. (Frank Ostrander & Bill McCoy moved & seconded.)
2. Two items were added to the Agenda by John Brownlow: Review of 60% Dock Design and Review of Action Items (#'s 6 & 7 below).
3. No conflicts of interest were reported.
4. The draft of the joint work plan for Ends and Harbors was reviewed in detail. John Brownlow took extensive notes on comments and will incorporate those comments in Draft #3 to be considered in September. (\*See below.)
  - a. Morgan Smith and Wayne Roth felt the September time line would be workable as the current joint committee of harbors and ends will not meet in August.
  - b. Doug Schulze suggested that the committee should plan into 2017 and plan to adopt the same review schedule as the City of Bainbridge budget cycle. Morgan indicated that water access issues were being actively considered in budget planning.
  - c. Stewards: defined as observers reporting to Morgan; any enforcement issues would be handled by the city and Harbor Master.
5. Washington Water Trails: Bill McCoy and Elise Wright will compile recommendations to embrace taking advantage of this resource.
  - a. A boat ride to identify and observe road ends leading to the water, parks on the water, docks etc will be mapped and/or confirmed.
  - b. Contact with a representative of the Water Trails committee will be initiated by Elise and/or Bill.
6. Harbor items:
  - a. Grant application status reviewed as positive.
  - b. Dock extensions and locations were reviewed; no conclusions but information can be provided to Mark Epstein.
  - c. Dock plans reported at 60% per Mark Epstein report.
  - d. An RCO grant for \$300,000.00 was mentioned; John will follow up with Doug Schulze.
7. Review of Action Items: All items have been completed except for the letter to City Council regarding the Committee's name change to Marine Access Commission. Elise will bring a draft for discussion and approval to the September meeting.

8. Comments: Elise and the committee thanked Morgan for all of her support for road ends, and Tom Hudson for hosting the potluck party on his boats following our initial meeting as PWAC.
9. Additional support was written by everyone present on a card for Mayor Anne Blair.
10. Next Meeting: September 14, 5:30 pm, City Council Chambers

Adjourned: 7:15 pm

\_\_\_\_\_  
Elise Wright, Chair

Date: \_\_\_\_\_

Action items arising from the meeting	Person Responsible	Deadline
Review Dock Plans information from Mark Epstein, (distributed by John Brownlow 7/27/) comment as necessary	All	ASAP
Contact WA/Kitsap Water Trails Association; determine possible dates for water view of sites from police boat	Elise Wright, Bill McCoy	Completed 8/05/15 & 7/30/15
Review and update Draft 3 of the 2015/16 Work Plan	John Brownlow, Elise Wright, Greg Spils	Completed 8/16/15
Circulate Draft to the City Admin for discussion and possible approval at Sept meeting	JB, GS, EW, Roz Lassoff	Completed 8/16/15
Draft letter to Council re Name Change, Transmittal of Work Plan, circulate to committee for discussion and approval at Sept meeting	Co-chairs	August 31
Co-chairs to gather input for agenda items for Sept 14 and forward to City Clerk.	Co-chairs	August 31

Marci Burkel to forward to Committee a list of existing Road-Ends cluster leads and contacts	Marci Burkel	Done
Members to provide suggested Stewards Roles & Responsibilities document to Assistant City Manager (Morgan Smith) for review and feedback	Bill McCoy and Tom Hudson, with help from Marci Burkel	Sept 13th, 2015
Members to review Draft of the consolidated Work Plan (PDF) and provide input/feedback in Committee during the September meeting.	All	Sept 13th, 2015

City to review Draft 3 provide input to the Committee.	City Manager (Doug Schulze) and Assistant City Manager (Morgan Smith)	Sept 13th, 2015
--	---	-----------------

**\* Work Plan Changes:**

Discussion amongst members resulted in changes to the Work Plan as follows:

**Added:** Clarification that this Work Plan is a compendium of existing items from the former Road-Ends Committee and Harbor Commission plans. Council & readers should expect this document to be further refined. Plan reflects items for the period through to December 30, 2016. Committee will expect to produce a possible 2 year plan for 2017/18 to connect with City's biennial budget cycle. Prioritize all potential projects (universal view). Identify additional projects and program priorities for 2015/16 period. Bike racks to be provided at Road-Ends. Review of existing design standards for Road-Ends, Shore Access, Boundary and Historical signage added to Framework Management section. Committee to provide Harbors and Road-Ends information that can be used to populate the Committee's web page(s) on the CoBI website.

**Changed:** Education moved to Outreach & Liaison section. Enforcement section changed to Stewardship. Open Water Marina Ordinance (2011) moved to Update Harbor Management Plan work list.

**Removed:** Liaison with City Dock stakeholders (City to provide leadership and oversight); Point White pier safety ladder (BIMPRD are of responsibility); Coordination with Sustainable Bainbridge (deferred to future plan); Request for City Dock Host (deferred to future plan); Harbors information at end of document to go to website.

PWAC Minutes  
July 27, 2015  
City Hall 5:30pm


Present: Members Frank Ostrander, Samantha Everett, Roger van Gelder, Fred Grimm, Bill McCoy, John Brownlow, Tom Hudson, Marci Burkel, Elise Wright and Bitsy Ostenson. Greg Spils was absent & excused.

City Manager Doug Schulze, Deputy City Manager Morgan Smith, Council member Wayne Roth, Harbor Steward Mark Leese, community member & Watercraft Concessionaire Udo Wald.

1. Minutes July 13, 2015: approved with updates to the action items. (Frank Ostrander & Bill McCoy moved & seconded.)
2. Two items were added to the Agenda by John Brownlow: Review of 60% Dock Design and Review of Action Items (#'s 6 & 7 below).
3. No conflicts of interest were reported.
4. The draft of the joint work plan for Ends and Harbors was reviewed in detail. John Brownlow took extensive notes on comments and will incorporate those comments in Draft #3 to be considered in September. (\*See below.)
  - a. Morgan Smith and Wayne Roth felt the September time line would be workable as the current joint committee of harbors and ends will not meet in August.
  - b. Doug Schulze suggested that the committee should plan into 2017 and plan to adopt the same review schedule as the City of Bainbridge budget cycle. Morgan indicated that water access issues were being actively considered in budget planning.
  - c. Stewards: defined as observers reporting to Morgan; any enforcement issues would be handled by the city and Harbor Master.
5. Washington Water Trails: Bill McCoy and Elise Wright will compile recommendations to embrace taking advantage of this resource.
  - a. A boat ride to identify and observe road ends leading to the water, parks on the water, docks etc will be mapped and/or confirmed.
  - b. Contact with a representative of the Water Trails committee will be initiated by Elise and/or Bill.
6. Harbor items:
  - a. Grant application status reviewed as positive.
  - b. Dock extensions and locations were reviewed; no conclusions but information can be provided to Mark Epstein.
  - c. Dock plans reported at 60% per Mark Epstein report.
  - d. An RCO grant for \$300,000.00 was mentioned; John will follow up with Doug Schulze.
7. Review of Action Items: All items have been completed except for the letter to City Council regarding the Committee's name change to Marine Access Commission. Elise will bring a draft for discussion and approval to the September meeting.

8. Comments: Elise and the committee thanked Morgan for all of her support for road ends, and Tom Hudson for hosting the potluck party on his boats following our initial meeting as PWAC.
9. Additional support was written by everyone present on a card for Mayor Anne Blair.
10. Next Meeting: September 14, 5:30 pm, City Council Chambers

Adjourned: 7:15 pm

  
 Elise Wright, Chair

Date: Sept. 14, 2015

Action items arising from the meeting	Person Responsible	Deadline
Review Dock Plans information from Mark Epstein, (distributed by John Brownlow 7/27/) comment as necessary	All	ASAP
Contact WA/Kitsap Water Trails Association; determine possible dates for water view of sites from police boat	Elise Wright, Bill McCoy	Completed 8/05/15 & 7/30/15
Review and update Draft 3 of the 2015/16 Work Plan	John Brownlow, Elise Wright, Greg Spils	Completed 8/16/15
Circulate Draft to the City Admin for discussion and possible approval at Sept meeting	JB, GS, EW, Roz Lassoff	Completed 8/16/15
Draft letter to Council re Name Change, Transmittal of Work Plan, circulate to committee for discussion and approval at Sept meeting	Co-chairs	August 31
Co-chairs to gather input for agenda items for Sept 14 and forward to City Clerk.	Co-chairs	August 31

Marci Burkel to forward to Committee a list of existing Road-Ends cluster leads and contacts	Marci Burkel	Done
Members to provide suggested Stewards Roles & Responsibilities document to Assistant City Manager (Morgan Smith) for review and feedback	Bill McCoy and Tom Hudson, with help from Marci Burkel	Sept 13th, 2015
Members to review Draft of the consolidated Work Plan (PDF) and provide input/feedback in Committee during the September meeting.	All	Sept 13th, 2015

City to review Draft 3 provide input to the Committee.	City Manager (Doug Schulze) and Assistant City Manager (Morgan Smith)	Sept 13th, 2015
--	---	-----------------

**\* Work Plan Changes:**

Discussion amongst members resulted in changes to the Work Plan as follows:

**Added:** Clarification that this Work Plan is a compendium of existing items from the former Road-Ends Committee and Harbor Commission plans. Council & readers should expect this document to be further refined. Plan reflects items for the period through to December 30, 2016. Committee will expect to produce a possible 2 year plan for 2017/18 to connect with City's biennial budget cycle. Prioritize all potential projects (universal view). Identify additional projects and program priorities for 2015/16 period. Bike racks to be provided at Road-Ends. Review of existing design standards for Road-Ends, Shore Access, Boundary and Historical signage added to Framework Management section. Committee to provide Harbors and Road-Ends information that can be used to populate the Committee's web page(s) on the CoBI website.

**Changed:** Education moved to Outreach & Liaison section. Enforcement section changed to Stewardship. Open Water Marina Ordinance (2011) moved to Update Harbor Management Plan work list.

**Removed:** Liaison with City Dock stakeholders (City to provide leadership and oversight); Point White pier safety ladder (BIMPRD are of responsibility); Coordination with Sustainable Bainbridge (deferred to future plan); Request for City Dock Host (deferred to future plan); Harbors information at end of document to go to website.