

	Administrative Policy	No.	2025-04
	Subject: Dave Ullin Open Water Marina (DUOWM) Policy	Date:	9/24/25
		Authority:	City Manager

Policy Purpose:

The purpose of this policy is to prioritize liveaboards with incomes at or below 60% of Area Median Income (AMI) when offering leases at the Dave Ullin Open Water Marina (DUOWM). This policy ensures that to the greatest extent possible, economic status does not prevent residents from accessing shared maritime resources on Bainbridge Island.

Policy Scope:

The policy outlines the process for filling vacant buoys within the DUOWM. For the purposes of this policy, low-income is defined as individuals or households earning at or below 60% of the Area Median Income (AMI) for Kitsap County, as published annually by the U.S. Department of Housing and Urban Development (HUD).

Policy Application:

This policy applies to the management, assignment, and leasing of all sixteen (16) buoys for all current and future DUOWM liveaboards in good standing.

Policy Documentation:

Buoy Assignment Protocol:

Current liveaboards are given priority to renew their moorage agreement at the end of each year for the following calendar year, regardless of income. The City retains sole and exclusive discretion over its decision to extend Moorage Agreement renewals to current liveaboards, taking into account criteria such as timely payments, adherence to waste management requirements, and conduct.

Two waitlists will be maintained – a low-income waitlist (at or below 60% AMI), and a standard waitlist (greater than 60% AMI). When one of the sixteen buoys in the DUOWM becomes vacant, it will first be offered exclusively to low-income-qualified individuals on the waitlist. If no qualified low-income applicants accept the moorage agreement, the buoy will held vacant for a period of thirty (30) days before it may be offered to the next eligible individual(s) on the standard waitlist.

Moorage Rate Structure:

Standard Rate:

Calculated annually by adding the current DNR Rent Rate to the total Annual Buoy Maintenance Costs, then dividing the sum by total Length Overall (LOA) of all vessels, then dividing by 12 months to achieve a dollar/foot/month rate.

$$\frac{\$(DNR Annual Rate + Annual Buoy Maintenance Costs)}{Total LOA of all vessels (ft) \times 12 months}$$

Low-Income Rate:

In 2026, the low-income rate will be held at the 2025 rate.

Beginning in 2027 and in each subsequent year, the low-income rate will be 40% of the calculated Standard Rate.

$$Low Income Rate = Standard Rate \times 60\%$$

Liveaboards will be required to submit annual proof of income eligibility to maintain moorage at the low-income rate. Acceptable documentation includes a copy of their most recent federal tax return or other verifiable income statements demonstrating that their household income remains at or below 60% AMI.

Approved By:

DocuSigned by:
Blair King
FD98BACF565F42F...

Blair King, City Manager

25-Sep-25

Date