

**Town of Washington
Detroit Harbor Master Plan
Committee Meeting**

Tuesday October 30, 2012
Rutledge Room – 7:00 p.m.
Minutes

1. **Call Meeting to Order:**
Michael Kickbush called the meeting to order at 7:05 p.m.

2. **Approval of Agenda:** Approved by Committee members, Michael Kickbush, Kirby Foss, Randy Sorensen, Valerie Carpenter, Mary Marik, Tim Garland, Hoyt Purinton and Louis Munao were present. Pete Petrie not present.

3. **Action Items:**
 - A. **Election of Detroit Harbor Master Plan Committee Chairman**
Motion by Foss second by Sorensen to appoint Michael Kickbush as Chairman, motion carried unanimously.
 - B. **Election of Detroit Harbor Master Plan Committee Secretary**
Motion by Purinton second by Carpenter to appoint Louis Munao as Secretary, motion carried unanimously
 - C. **Review JJR Detroit Harbor Master Plan Proposal**
For Committee members knowledge Kickbush proceeded to read thru Smith Group JJR contract dated August 28, 2012 – Revised – Number: SM602.W3J. (9-pages) Which included sections of Introduction, Scope of Work - Phase I - Site Analysis, Phase II – Planning Workshop, Phase III – Harbor Plan, Special Conditions, Schedule, Remuneration for Basic and Extra Services, Standard Fee/Reimbursement Schedule and Exhibit A - Contract for Professional Services. After a thorough committee review of JJR contract no action was required. Contract had been approved at Town Board Meeting, September 18th, 2012

4. **Report/Announcements:**
 - A. **3 Day Design Workshop Schedule for November 12-14**
Kickbush confirmed workshop dates/scope along with approximate timeline. Kickbush will follow up with complete workshop agenda by email to committee members along with public posting. Committee members determined that a personal addressed letter to all directly affected (stakeholders) property owners would be in order. Letters would be sent to property owners in the Ferry Dock, Potato Dock, Detroit Harbor and Red Barn/Gislason Beach areas. Property owners would be determined thru County tax records. Kickbush will work letters through Town office.

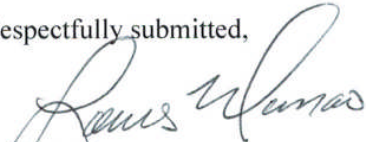
5. **Community Input:** None recorded

6. **Committee Member Input:** None recorded

7. **Next Meeting:** To be determined after November 12-14 workshop

8. **Adjournment:** Motion by Munao second by Purinton to adjourn, motion carried unanimously at 8:15 p.m.

Respectfully submitted,



Louis Munao