

SUNSET MARINA BOATERS ADVISORY COMMITTEE MINUTES
October 20, 2016

MEETING OPENS

Acting Chairperson Randy McMurray opened the meeting at 6:05 p.m.

ATTENDANCE

Members Present: Nick Detert, Dave Dipple, Randy McMurray and Rick Riley

Members Absent: Denny Maenhout, Allen Shay and Mike Thoms

Staff Present: Melody Miller and Theresa Burrage

APPROVAL OF MINUTES

Rick Riley made a motion to approve the September 15, 2016 minutes. Dave Dipple seconded the motion. Motion carried by voice vote.

MANAGER'S REPORT

- Slip occupancy is staying around 46.5% which is one slip below this same time in 2015. There were 29 monthly's compared to 28 last year. Staff reported 7 customers continue to lease a slip on a monthly basis. There was brief discussion.
- Staff reported inquires on how to renew /swap slips in 2017. A letter is being mailed explaining the process. The letter will also include the annual survey link currently on the City webpage.
- Staff reported the fuel dock hours as 8:30A to 12:00P and 12:30P to 5:30P, Wednesday through Friday and Saturday and Sunday from 9:30A to 5:30P. The last weekend for fuel dock services will be October 30th. The fuel dock will only be open by appointment after that date.
- Fuel sales comparison to date:
 - 2016: 34,873 regular and 1,413 diesel
 - 2015: 30,473 regular and 821 diesel
 - 2014: 28,435 regular and 1,773 diesel
- The portable toilet is scheduled for pick up on October 31st.
- The Committee briefly spoke on non paying customers. Staff is working with the City Attorney on what can/cannot be done. Finance currently has a collection person. They have had a few changes internally, so they are not working on collections at this time. Randy McMurray asked if there was any follow up to Mike Thom's question regarding amount written off each year. Staff reported in 2015 \$33,000 was written off as bad debt. The Finance Department calculated this amount using the marina aging report. There was brief discussion. Staff will continue to research on reporting delinquent customers to credit agencies.
- Rick Riley asked if staff called insurance agencies to verify coverage. Staff stated no. There was concern the City could be liable if customers did not have insurance. Staff will check on this.
- Staff gave an update on the marina operations for the upcoming 2017 season. A rate increase will not be recommended. Staff is looking at reducing office hours and lift service(s) hours to three days a week. It is not known at this time what days the office will be open, salary savings or when the change will take place. There was discussion. Randy referenced a newspaper article regarding gambling boat funds. Staff explained

that Gaming paid the 2016 debt services and is budgeted to pay the same in 2017 at \$54,000. The budget will not be approved by City Council until December. Staff will provide a 2016 expenditure and revenue report to the committee members in early 2017.

- Rick asked if there had been discussion on the dredging and plans to move forward. Staff replied no, not at this time considering the marina's current financial situation.

ACTION ITEMS

No action items

NEW BUSINESS

Rick Riley made a motion to cancel the November 2016 and December 2016 BAC meetings due to the holidays. Dave Dipple seconded the motion. Motion carried by voice vote. The next meeting would be January 2017. Staff agreed to cancel the meetings and post notices.

Staff did a recap:

- Staff will mail a letter explaining renewing and swapping slips. The letter will include the link to the survey.
- Contracts will be due in January.
- Staff will work on the new office hours.
- Staff anticipates doing early maintenance prior to the beginning of the season, but will confirm after the beginning of the year.

ADJOURNMENT

Dave Dipple made a motion to adjourn the meeting. Nick Detert seconded the motion. Motion carried by voice vote.