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# MARINA ADVISORY COMMITTEE

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*September 12, 2016*





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**Marina Advisory Committee  
September 12, 2016 at 7:00 P.M.  
City Council Conference Room  
865 SE Barrington Drive, Oak Harbor, WA 98277**

Committee Members

Ken Hulett, Chairman  
J.J. Jones, Vice-Chairman  
Mahmoud Abdel-Monem  
Jeff Malmgren  
Steve Hucke

1. Public Comment
2. Review of the June 6, 2016 Meeting Notes
3. Summer Recap – Discussion
4. MAC Future Projects – Discussion
5. General Update
6. Marina Advisory Committee Comments
7. Next Meeting – October 3, 2016
8. Adjourn

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# **REVIEW OF MEETING NOTES**

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*June 6, 2016*

Roll Call: Mr. Hulett   X   Mr. J. Jones   X   Mr. Abdel-Monem   X   Mr. Malmgren      Open  
Position     

Staff: Steve Powers & Chris Sublet

Public: Steve Huckle

1. Public Comment:

Mr. Huckle made the following comments:

- The marina staff is very helpful, friendly and works really hard.
- We need more water in the marina, at low tides it is very shallow. He asked how we would contact the Army Corps of Engineers to get the channel dredged.
- The backup at the Navy gate is getting longer and longer. It would be nice if there was a turning lane.

2. Review of the May 2, 2016 Meeting Minutes:

Approved as written.

3. Launch Trailer Options – Information & Discussion

Mr. Hulett introduced the agenda item and reviewed the three options identified by City staff. He explained that it did not appear that a forklift was good solution since it would have to go out into the water.

Discussion

The Committee discussed the hydraulic trailer and sling hoist trailer. The committee determined that the hydraulic trailer may work however we would still need a way to lift the boats to and from their road trailer. They also discussed the sling hoist trailer and decided that out of the two remaining options, the sling hoist trailer may work best since it may be possible to use it to transfer a boat to and from the road trailer.

Action

The Committee asked staff to continue gather more information on the sling hoist trailer.

4. Fuel Pricing formula– Discussion

Mr. Hulett introduced the agenda item and reviewed the current fuel pricing formula. He explained that he is concerned that the formula does not cover the cost associated with selling fuel.

Discussion

The Committee discussed the formula and costs associated with selling fuel. They also discussed if a price increase may be necessary. There was also some discussion on if marina staff hourly rate should be accounted for in the pricing formula.

### Action

The Committee asked staff to try to determine the cost of each fuel sale. They also asked staff to draft a document that will demonstrate how different profit margins will affect the retail price.

### 5. General Update:

- Breakwater Repair Update – Mr. Sublet explained the costs associated with repairing the storm damage to the breakwater. He also explained that it may be prudent to have the patio at 14 & 15 repaired as well.

### 6. MAC Comments:

- Mr. Hulett asked what rates will be for the hydroplane races. He suggested that the “spectator” rate should be used for the event.
  - The committee discussed if the spectator rate was still applicable or if the basic guest moorage rate should be used. The committee considered how not having the VIP experience may affect the number of people on the dock and how the number of people could be limited. The Committee determined that Spectator rate should be used; \$3.00 per foot for non-marina tenants and \$2.00 per foot for guests.

### 7. Next regular meeting— September 12, 2016

### 8. Adjourn

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# SUMMER UPDATE MEMO

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*Reports*

# Memo

To: Marina Advisory Committee  
From: Chris Sublet, Harbormaster  
CC: Steve Powers, Director Development Services  
Date: 09/12/2016  
Re: 2016 Summer Update

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The Marina Advisory Committee has not met since June of 2016. In an effort to inform the Marina Advisory Committee members of the business activity from June – July, staff has prepared the following documents for discussion at the September meeting.

1. Occupancy reports for June – July 2016 (Attachments A1 – A2)
2. Revenue report for January – July 2016 (Attachment B)
3. Expenditure report for January – July 2016 (Attachment C)
4. Whidbey Island Race Week Revenue & Expense spreadsheet (Attachment D)
5. Oak Harbor Hydroplane Revenue & Expense spreadsheet (Attachment E)

Please contact Chris Sublet at 360.279.4576 if you have any questions.

**June 2016 Occupancy**  
Based upon Marina Program Reports

**Permanent Moorage**

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
<b>A</b>	54	51	3	94%
<b>B</b>	82	76	6	93%
<b>C</b>	55	53	2	96%
<b>D</b>	85	61	24	72%
<b>E</b>	71	59	12	83%
<b>Totals</b>	347	300	47	

- There were 20 more slips occupied in June than in May.
- The permanent moorage docks were 86% occupied.
  - +5% compared to May.
  - +2% compared to June 2015.

**Conditional Moorage**

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
<b>G</b>	16	9	7	56%
<b>F</b>	52	31	21	60%
<b>S</b>	8	8	0	100%
<b>Totals</b>	76	48	28	

- There was 1 fewer slip occupied in June than in May.
- The conditional moorage docks were 62% occupied.
  - -2% compared to May.
  - +2% compared to June 2015.

**Overall Summary**

- The combined permanent and conditional moorage marina docks were 82% occupied in June.
  - +4% compared to May.
  - +3% compared to June 2015.
- The average percentage of occupancy on each dock was 82% in June.
  - +2% compared to May.
  - +2% compared to June 2015.

## July 2016 Occupancy

Based upon Marina Program Reports

### Permanent Moorage

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
A	54	51	3	94%
B	82	80	2	98%
C	55	52	3	95%
D	85	76	9	89%
E	71	63	8	89%
<b>Totals</b>	<b>347</b>	<b>322</b>	<b>25</b>	

- There were 22 more slips occupied in July than in June.
- The permanent moorage docks were 93% occupied.
  - +7% compared to June.
  - +9% compared to July 2015.

### Conditional Moorage

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
G	16	8	8	50%
F	52	29	23	56%
S	8	8	0	100%
<b>Totals</b>	<b>76</b>	<b>45</b>	<b>31</b>	

- There were 3 fewer slips occupied in July than in June.
- The conditional moorage docks were 59% occupied.
  - -3% compared to June.
  - -12% compared to July 2015.

### Overall Summary

- The combined permanent and conditional moorage marina docks were 87% occupied in July.
  - +5% compared to June.
  - +5% compared to July 2015.
- The average percentage of occupancy on each dock was 84% in July.
  - +2% compared to June.
  - +2% compared to July 2015.

Revenue Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

410 MARINA FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
410.00 MARINA					
410.00.308 BEGINNING FUND BALANCE					
410.00.308.19.0000 BNP - RESTRICTED	257,000.00	0.00	0.00	257,000.00	0.00
410.00.308.89.0000 BNP - UNRESTRICTED	57,094.00	0.00	0.00	57,094.00	0.00
<b>Total BEGINNING FUND BALANCE</b>	<b>314,094.00</b>	<b>0.00</b>	<b>0.00</b>	<b>314,094.00</b>	<b>0.00</b>
410.00.317 EXCISE TAXES IN LIEU OF PROPERTY TAX					
410.00.317.20.0000 LEASEHOLD EXCISE TAX	33,000.00	18,247.97	18,247.97	14,752.03	55.30
<b>Total EXCISE TAXES IN LIEU OF PROPERTY TAX</b>	<b>33,000.00</b>	<b>18,247.97</b>	<b>18,247.97</b>	<b>14,752.03</b>	<b>55.30</b>
410.00.334 STATE GRANTS					
410.00.334.02.3000 DNR GRANT - DERELICT VESSEL	0.00	0.00	0.00	0.00	0.00
410.00.334.02.4000 MARINA PARKS GRANT	0.00	0.00	0.00	0.00	0.00
410.00.334.04.2000 DOC GRANT	0.00	53,194.87	53,194.87	-53,194.87	0.00
<b>Total STATE GRANTS</b>	<b>0.00</b>	<b>53,194.87</b>	<b>53,194.87</b>	<b>-53,194.87</b>	<b>0.00</b>
410.00.341 GENERAL GOVERNMENT					
410.00.341.70.0000 SALES OF MERCHANDISE - TAXABLE	500.00	366.00	366.00	134.00	73.20
<b>Total GENERAL GOVERNMENT</b>	<b>500.00</b>	<b>366.00</b>	<b>366.00</b>	<b>134.00</b>	<b>73.20</b>
410.00.343 UTILITIES					
410.00.343.30.0000 ELECTRICITY	42,500.00	34,513.66	34,513.66	7,986.34	81.21
<b>Total UTILITIES</b>	<b>42,500.00</b>	<b>34,513.66</b>	<b>34,513.66</b>	<b>7,986.34</b>	<b>81.21</b>

Revenue Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

410 MARINA FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
410.00.344 TRANSPORTATION					
410.00.344.50.0000 GASOLINE	182,000.00	58,852.83	58,852.83	123,147.17	32.34
410.00.344.50.1000 DIESEL	204,000.00	98,603.64	98,603.64	105,396.36	48.34
410.00.344.50.2000 OTHER PETROLEUM	2,000.00	1,143.33	1,143.33	856.67	57.17
<b>Total TRANSPORTATION</b>	<b>388,000.00</b>	<b>158,599.80</b>	<b>158,599.80</b>	<b>229,400.20</b>	<b>40.88</b>
410.00.346 SOCIAL SERVICES					
410.00.346.20.0000 ENVIRONMENTAL COMPLIANCE	4,100.00	3,024.23	3,024.23	1,075.77	73.76
<b>Total SOCIAL SERVICES</b>	<b>4,100.00</b>	<b>3,024.23</b>	<b>3,024.23</b>	<b>1,075.77</b>	<b>73.76</b>
410.00.347 CULTURE & RECREATION					
410.00.347.30.3300 KEY CARDS	1,050.00	565.00	565.00	485.00	53.81
410.00.347.30.4100 LAUNCHER/HOIST CARD	0.00	0.00	0.00	0.00	0.00
410.00.347.30.4200 SHOWER - ICE	5,550.00	5,045.38	5,045.38	504.62	90.91
410.00.347.30.4400 OTHER	0.00	0.00	0.00	0.00	0.00
410.00.347.30.4500 LAUNDROMAT	3,250.00	2,254.50	2,254.50	995.50	69.37
<b>Total CULTURE &amp; RECREATION</b>	<b>9,850.00</b>	<b>7,864.88</b>	<b>7,864.88</b>	<b>1,985.12</b>	<b>79.85</b>
410.00.361 INTEREST & OTHER EARNINGS					
410.00.361.10.0000 INVESTMENT INTEREST	2,650.00	0.00	0.00	2,650.00	0.00
410.00.361.40.0000 INTEREST ON TAXES (LEASEHOLD)	0.00	7.22	7.22	-7.22	0.00
410.00.361.40.0200 INTEREST ON ACCTS RECEIVABLE	0.00	0.00	0.00	0.00	0.00
<b>Total INTEREST &amp; OTHER EARNINGS</b>	<b>2,650.00</b>	<b>7.22</b>	<b>7.22</b>	<b>2,642.78</b>	<b>0.27</b>

Revenue Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

410 MARINA FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
410.00.362 RENTS, LEASES & CONCESSIONS					
410.00.362.10.0000 HOIST RENTAL	300.00	391.86	391.86	-91.86	130.62
410.00.362.20.0000 HOIST CARD LEASE	0.00	0.00	0.00	0.00	0.00
410.00.362.40.0000 GUEST MOORAGE	55,500.00	45,233.51	45,233.51	10,266.49	81.50
410.00.362.50.0000 PERMANENT MOORAGE	570,000.00	369,324.99	369,324.99	200,675.01	64.79
410.00.362.50.0010 MOORAGE-TEMP DREDGING FEE	113,500.00	73,909.72	73,909.72	39,590.28	65.12
410.00.362.50.1000 LIVE ABOARD FEES	14,000.00	11,530.84	11,530.84	2,469.16	82.36
410.00.362.50.2000 PARKING-TRAILER STORAGE	13,000.00	7,781.90	7,781.90	5,218.10	59.86
410.00.362.50.3000 STORAGE SHED	93,500.00	59,029.60	59,029.60	34,470.40	63.13
410.00.362.50.3100 STORAGE SHED - NO TAX	1,000.00	0.00	0.00	1,000.00	0.00
410.00.362.90.0000 YACHT CLUB	2,880.00	2,880.98	2,880.98	-0.98	100.03
<b>Total RENTS, LEASES &amp; CONCESSIONS</b>	<b>863,680.00</b>	<b>570,083.40</b>	<b>570,083.40</b>	<b>293,596.60</b>	<b>66.01</b>
410.00.367 CONTRIBUTION/ DONATION- PRIVATE SOURCES					
410.00.367.11.0000 CONTRIBUTIONS/DONATIONS	0.00	0.00	0.00	0.00	0.00
<b>Total CONTRIBUTION/ DONATION- PRIVATE SOURCES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410.00.369 OTHER NON OPERATING MISC REVENUE					
410.00.369.10.0000 SALE OF SCRAP & JUNK	0.00	0.00	0.00	0.00	0.00
410.00.369.30.0000 SALE OF CONFISCATED & FORFEITE	0.00	0.00	0.00	0.00	0.00
410.00.369.81.0000 OVERAGES/SHORTAGES	0.00	11.99	11.99	-11.99	0.00
410.00.369.82.0000 FOREIGN CURRENCY EXCHANGE ADJU	0.00	0.00	0.00	0.00	0.00
410.00.369.92.0000 MISCELLANEOUS REV - NO TAX	4,100.00	3,696.77	3,696.77	403.23	90.17
410.00.369.92.1000 MISC REVENUE - TAXABLE	0.00	752.60	752.60	-752.60	0.00

Revenue Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

410 MARINA FUND

<u>Account Number</u>	<u>Adjusted Estimate</u>	<u>Revenues</u>	<u>Year-to-date Revenues</u>	<u>Balance</u>	<u>Prct Rcvd</u>
Total OTHER NON OPERATING MISC REVENUE	4,100.00	4,461.36	4,461.36	-361.36	108.81
410.00.372 INSURANCE RECOVERIES - PROPRIETARY					
410.00.372.00.0000 INSURANCE RECOVERIES - PROPRIE	0.00	0.00	0.00	0.00	0.00
Total INSURANCE RECOVERIES - PROPRIETARY	0.00	0.00	0.00	0.00	0.00
410.00.373 GAINS (LOSSES) DISPOSITION CAPITAL ASSET					
410.00.373.00.0000 GAIN (LOSS) DISPOSITION OF FA	0.00	0.00	0.00	0.00	0.00
Total GAINS (LOSSES) DISPOSITION CAPITAL ASSET	0.00	0.00	0.00	0.00	0.00
410.00.391 PROCEEDS OF LONG-TERM DEBT					
410.00.391.10.0000 GO BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
410.00.391.20.0000 REVENUE BOND PROCEEDS	0.00	0.00	0.00	0.00	0.00
Total PROCEEDS OF LONG-TERM DEBT	0.00	0.00	0.00	0.00	0.00
410.00.395 DISPOSITION OF CAPITAL ASSETS					
410.00.395.20.0000 INSURANCE RECOVERIES - CAPITAL	0.00	0.00	0.00	0.00	0.00
Total DISPOSITION OF CAPITAL ASSETS	0.00	0.00	0.00	0.00	0.00
410.00.397 TRANSFERS IN					
410.00.397.00.0000 OPERATING TRANSFERS - IN	0.00	0.00	0.00	0.00	0.00
Total TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total MARINA FUND	1,662,474.00	850,363.39	850,363.39	812,110.61	51.15

# Revenue Status Report

City of Oak Harbor  
1/1/2016 through 7/31/2016

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<b>Grand Total</b>	1,662,474.00	850,363.39	850,363.39	812,110.61	51.15
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### Expenditure Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

**410 MARINA FUND**

**00 MARINA**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
410.00.501 DEPRECIATION, DEPLETION, AMORTIZATION						
410.00.501.76 PARK FACILITIES						
410.00.501.76.0000 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total DEPRECIATION, DEPLETION, AMORTIZATION</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
410.00.508 ENDING FUND BALANCE						
410.00.508.19 ENP - RESTRICTED						
410.00.508.19.0000 ENP - RESTRICTED	257,000.00	0.00	0.00	0.00	257,000.00	0.00
<b>Total ENP - RESTRICTED</b>	<b>257,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>257,000.00</b>	<b>0.00</b>
410.00.508.89 ENP - UNRESTRICTED						
410.00.508.89.0000 ENP - UNRESTRICTED	-70,346.00	0.00	0.00	0.00	-70,346.00	0.00
<b>Total ENP - UNRESTRICTED</b>	<b>-70,346.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>-70,346.00</b>	<b>0.00</b>
<b>Total ENDING FUND BALANCE</b>	<b>186,654.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>186,654.00</b>	<b>0.00</b>
410.00.575 CULTURAL & RECREATIONAL FACILITIES						
410.00.575.70 RECREATIONAL MARINAS						
410.00.575.70.1100 SALARIES & WAGES	283,871.00	164,291.60	164,291.60	0.00	119,579.40	57.88
410.00.575.70.1110 COMPENSATED ABSENCES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.1200 OVERTIME	0.00	881.73	881.73	0.00	-881.73	0.00
410.00.575.70.2100 PERSONNEL BENEFITS	127,639.00	66,739.60	66,739.60	0.00	60,899.40	52.29
410.00.575.70.2110 PENSION EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.3110 OFFICE SUPPLIES	10,609.00	3,238.28	3,238.28	0.00	7,370.72	30.52
410.00.575.70.3113 P13 AP ACCRUALS - COST OF SALES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.3150 OPERATING SUPPLIES	0.00	438.12	438.12	0.00	-438.12	0.00
410.00.575.70.3400 ITEMS PURCHASED FOR RESALE	394,087.00	120,869.67	120,869.67	0.00	273,217.33	30.67
410.00.575.70.3500 SMALL TOOLS & MINOR EQUIPMENT	18,145.00	6,557.07	6,557.07	0.00	11,587.93	36.14

### Expenditure Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

**410 MARINA FUND**

**00 MARINA**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
410.00.575.70.4100 PROFESSIONAL SERVICES	17,318.00	49,898.72	49,898.72	0.00	-32,580.72	288.13
410.00.575.70.4113 P13 AP ACCRUALS - CONTRACT SERVICES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4120 ADVERTISING	10,300.00	9,277.48	9,277.48	0.00	1,022.52	90.07
410.00.575.70.4200 COMMUNICATIONS	9,724.00	6,085.14	6,085.14	0.00	3,638.86	62.58
410.00.575.70.4300 TRAVEL	2,122.00	0.00	0.00	0.00	2,122.00	0.00
410.00.575.70.4410 EXTERNAL TAXES	0.00	2,555.23	2,555.23	0.00	-2,555.23	0.00
410.00.575.70.4413 P13 AP ACCRUALS - TAXES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4500 OPERATING RENTALS & LEASES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4600 INSURANCE	0.00	10,197.39	10,197.39	0.00	-10,197.39	0.00
410.00.575.70.4700 PUBLIC UTILITY SERVICES	85,648.00	55,402.95	55,402.95	0.00	30,245.05	64.69
410.00.575.70.4713 P13 AP ACCRUALS - UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4800 REPAIR & MAINTENANCE	87,709.00	6,644.15	6,644.15	0.00	81,064.85	7.58
410.00.575.70.4813 P13 AP ACCRUALS - REPAIR & MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4900 MISCELLANEOUS	28,665.00	10,025.32	10,025.32	0.00	18,639.68	34.97
410.00.575.70.4901 MISC - UNDER ACCRUED LEASEHOLD	0.00	-1.48	-1.48	0.00	1.48	0.00
410.00.575.70.4902 ENVIRONMENTAL COMPLIANCE	4,244.00	1,186.16	1,186.16	0.00	3,057.84	27.95
410.00.575.70.4913 P13 AP ACCRUALS - OTHER OPERATING EXP	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4950 UNCOLLECTIBLE ACCTS - WRITE OF	0.00	0.00	0.00	0.00	0.00	0.00
410.00.575.70.4993 INTERFUND SOFTWARE CONTRIBUTUTI	3,837.00	2,238.25	2,238.25	0.00	1,598.75	58.33
410.00.575.70.4994 INDIRECT COST ALLOCATION	139,953.00	81,639.25	81,639.25	0.00	58,313.75	58.33
<b>Total RECREATIONAL MARINAS</b>	<b>1,223,871.00</b>	<b>598,164.63</b>	<b>598,164.63</b>	<b>0.00</b>	<b>625,706.37</b>	<b>48.87</b>
410.00.575.78 INTERFUND CHARGES						
410.00.575.78.4894 INTERFUND MOTOR POOL R&M	2,632.00	11,079.51	11,079.51	0.00	-8,447.51	420.95
410.00.575.78.4991 INTERFUND VEHICLE CONTRIBUTION	10,085.00	5,882.94	5,882.94	0.00	4,202.06	58.33
410.00.575.78.4992 INTERFUND HARDWARE CONTRIBUTIO	1,500.00	875.00	875.00	0.00	625.00	58.33
410.00.575.78.4997 INTERFUND LABOR POOL	3,692.00	42.20	42.20	0.00	3,649.80	1.14
410.00.575.78.4998 OTHER INTERFUND CHG FOR SRV	0.00	572.63	572.63	0.00	-572.63	0.00
<b>Total INTERFUND CHARGES</b>	<b>17,909.00</b>	<b>18,452.28</b>	<b>18,452.28</b>	<b>0.00</b>	<b>-543.28</b>	<b>103.03</b>
<b>Total CULTURAL &amp; RECREATIONAL FACILITIES</b>	<b>1,241,780.00</b>	<b>616,616.91</b>	<b>616,616.91</b>	<b>0.00</b>	<b>625,163.09</b>	<b>49.66</b>
410.00.588 OTHER DECREASES IN FUND BALANCES						

## Expenditure Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

**410 MARINA FUND**

**00 MARINA**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
410.00.588.00 PRIOR YEAR(S) ADJUSTMENTS						
410.00.588.00.0000 PRIOR YEAR CORRECTIONS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> OTHER DECREASES IN FUND BALANCES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.591 REDEMPTION OF DEBT						
410.00.591.75 CULTURAL & RECREATIONAL FACILITIES						
410.00.591.75.7100 GO BOND PRINCIPAL	105,000.00	0.00	0.00	0.00	105,000.00	0.00
<b>Total</b> REDEMPTION OF DEBT	105,000.00	0.00	0.00	0.00	105,000.00	0.00
410.00.592 INTEREST & OTHER DEBT SERVICE COSTS						
410.00.592.75 CULTURAL & RECREATIONAL FACILITIES						
410.00.592.75.8300 INTEREST EXPENSE	79,040.00	39,520.00	39,520.00	0.00	39,520.00	50.00
<b>Total</b> INTEREST & OTHER DEBT SERVICE COSTS	79,040.00	39,520.00	39,520.00	0.00	39,520.00	50.00
410.00.594 CAPITAL EXPENDITURES						
410.00.594.75 CULTURAL & RECREATIONAL						
410.00.594.75.6200 BUILDINGS & STRUCTURES	0.00	0.00	0.00	0.00	0.00	0.00
410.00.594.75.6400 MACHINERY & EQUIPMENT	50,000.00	14,177.50	14,177.50	0.00	35,822.50	28.36
<b>Total</b> CAPITAL EXPENDITURES	50,000.00	14,177.50	14,177.50	0.00	35,822.50	28.36
410.00.597 TRANSFERS - OUT						
410.00.597.00 TRANSFERS - OUT						
410.00.597.00.0000 OPERATING TRANSFERS-OUT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> TRANSFERS - OUT	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> MARINA	1,662,474.00	670,314.41	670,314.41	0.00	992,159.59	40.32

### Expenditure Status Report

City of Oak Harbor  
 1/1/2016 through 7/31/2016

**410 MARINA FUND**

**40 MARINA CUMULATIVE RESERVE**

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
410.40.588 OTHER DECREASES IN FUND BALANCES						
410.40.588.00 PRIOR YEAR(S) ADJUSTMENTS						
410.40.588.00.0000 PRIOR YEAR CORRECTIONS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> OTHER DECREASES IN FUND BALANCES	0.00	0.00	0.00	0.00	0.00	0.00
410.40.594 CAPITAL EXPENDITURES						
410.40.594.75 CULTURAL & RECREATIONAL						
410.40.594.75.6300 OTHER IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> MARINA CUMULATIVE RESERVE	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b> MARINA FUND	1,662,474.00	670,314.41	670,314.41	0.00	992,159.59	40.32
<b>Grand Total</b>	1,662,474.00	670,314.41	670,314.41	0.00	992,159.59	40.32

**Whidbey Island Race Week**  
Revenue and Expenses Comparison  
2011 - 2016

<b>Expenses</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	
Extra Staff (overtime)	\$1,249.61	\$ 1,328.24	\$0.00	\$0.00	\$0.00	\$0.00	
Security	\$2,400.00	\$ 930.00	\$1,035.00	\$804.00	\$0.00	\$0.00	
P W - Garbage & Recycling	\$4,544.18	\$ 5,561.52	\$3,123.26	\$2,892.03	\$0.00	\$0.00	
P W - Street Cleaning	\$150.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00	
Lift Station Cleaning				\$158.38	\$0.00	\$0.00	
Ice	\$614.65	\$ 517.57	\$872.22	\$539.70	\$662.90	\$1,142.10	See Note
Fuel	\$1,610.18	\$ 2,917.39	\$2,578.19	\$2,161.44	\$3,244.79	\$927.40	
Port-a potties	\$1,160.00	\$ 1,215.40	\$1,080.53	\$1,081.25	\$718.80	\$340.00	
Banners	\$2,369.12	\$ 1,875.08	\$1,618.00	\$1,232.17	\$1,326.05	\$1,523.32	
Youth Sailing - Banner Sales	\$565.80	\$ 331.20	\$0.00	\$285.00		\$0.00	
Extra Cardboard Recycle Bins	\$97.45	\$ 131.14	\$127.00	\$92.78	\$113.64	\$88.20	
Loss of conditional moorage	\$1,377.92	\$ 726.64	\$1,511.00	\$815.64	\$1,236.00	\$285.83	
Loss of parking storage	n/a	n/a	\$0.00	\$0.00	\$0.00	\$0.00	
Loss of permanent moorage	\$60.14	n/a	\$0.00	\$0.00	\$0.00	\$0.00	
Reimbursement for Launching						\$250.00	
Preparation labor	\$1,917.60	\$ 1,940.80	\$1,399.60	\$1,441.60	\$1,617.00	\$1,389.00	
Take down labor	\$958.80	\$ 970.40	\$699.80	\$720.80	\$924.00	\$926.00	
<b>Total Expenses</b>	<b>\$19,075.45</b>	<b>\$ 18,445.38</b>	<b>\$14,044.60</b>	<b>\$12,224.79</b>	<b>\$9,843.18</b>	<b>\$6,871.85</b>	
<b>Revenue</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	
Moorage	\$14,890.01	\$ 18,831.29	\$13,101.87	\$11,043.41	\$12,427.11	\$12,420.01	
Electricity	N/A	N/A	N/A	N/A	\$907.75	\$738.00	
Banners	\$600.00	\$ 395.00	\$75.00	\$240.00	\$495.00	\$320.00	
Ice	\$613.40	\$ 1,035.13	\$1,239.29	\$701.64	\$869.19	\$793.12	
Showers	\$489.25	\$ 469.00	\$499.10	\$380.10	\$297.50	\$445.12	
Laundry	\$164.30	\$ 61.50	\$88.80	\$108.00	\$93.75	\$192.75	
Hoist	\$573.50	\$ 624.00	\$369.85	\$312.50	\$391.32	\$0.00	
Fuel	\$2,136.57	\$ 3,237.99	\$2,854.92	\$2,517.12	\$3,727.83	\$1,143.12	
<b>Gross Revenue</b>	<b>\$19,467.03</b>	<b>\$ 24,653.91</b>	<b>\$18,228.83</b>	<b>\$15,302.77</b>	<b>\$19,209.45</b>	<b>\$16,052.12</b>	
<b>Notes:</b>							
Hourly rates = Average of marina staff hourly rate of pay.							
Overtime = No overtime for 2016							
Banners = Given in welcome bag and sold from the office							

ATTACHMENT D

**Whidbey Island Race Week**  
 Revenue and Expenses Comparison  
 2011 - 2016

Preparation Labor = 30 hours @ 46.30 per hour						
Take Down Labor = 20 hours @ 46.30 per hour						
Fuel = Race Week fuel sales were tracked and recorded for 2016.						
Ice = Cost of ice and trailer, waiting for WIRW party numbers						

**Hydroplane Races**  
Revenue and Expenses Comparison  
2016

<b>Expenses</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Extra Staff (overtime)	\$0.00	\$0.00	
Wrist Bands		\$156.00	
Ice	\$120.00	\$178.00	
Fuel	\$7,280.15	\$7,367.28	
Loss of conditional moorage	\$368.90	\$0.00	
Preparation labor	\$185.20	\$92.60	
Take down labor	\$92.60	\$69.45	
<b>Total Expenses</b>	<b>\$8,046.85</b>	<b>\$7,863.33</b>	
<b>Revenue</b>	<b>2015</b>	<b>2016</b>	
Guest Moorage	\$3,446.69	\$5,059.00	
Patio Rentals	\$427.20	\$0.00	
Electricity	\$120.00	\$120.00	
Ice	\$245.21	\$355.00	
Showers	\$124.35	\$118.75	
Laundry	\$91.50	\$40.00	
Fuel	\$9,237.61	\$8,967.11	
<b>Gross Revenue</b>	<b>\$13,692.56</b>	<b>\$14,659.86</b>	
<b>Notes:</b>			
Hourly rates = Average of marina staff hourly rate of pay.			
Overtime = No overtime for 2016			
Preparation Labor = 2 hours @ \$46.30			
Take Down Labor = 1.5 hours @ \$46.30			

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# **FUTURE PROJECTS**

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*Discussion*

# Memo

To: Marina Advisory Committee  
From: Chris Sublet, Harbormaster  
CC: Steve Powers, Director Development Services  
Date: 09/12/2016  
Re: Project List

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The Marina Advisory Committee spent most of the 2016 fall and winter meetings discussing and making recommendations on the hoist, breakwater, WIRW rates, launch ramp fees, and several other topics. Based upon conversations with the Marina Advisory Committee and staff knowledge of issues, the following topics warrant attention this year:

1. Formalize a Marina Improvement Plan
2. Discuss the purchase of a new trailer and truck to haul out boats
3. Review fuel pricing and all other marina rates
4. Discuss Pioneer Way, Navy traffic options

There may be other topics that need to be reviewed as well.

Please contact Chris Sublet at 360.279.4576 if you have any questions.