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# MARINA ADVISORY COMMITTEE

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*October 6, 2014*





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**Marina Advisory Committee  
October 6, 2014  
7:00 p.m.**

Committee Members  
Ken Hulett, Chairman  
Bob Nelson, Vice-Chairman  
J.J. Jones  
Mahmoud Abdel-Monem  
Jeff Malmgren

1. Public Comment
2. Review of the September 3, 2014 meeting notes
3. Whidbey Island Race Week Expenses & Revenue – Discussion
  - Postponed until the November meeting
4. MAC Future Projects - Discussion
5. General Update
6. Marina Advisory Committee Comments
7. Next Meeting – November 3, 2014
8. Adjourn

## August 2014 Occupancy

Based upon Marina Program Reports

### Permanent Moorage

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
A	51	47	4	92%
B	82	76	6	93%
C	55	52	3	98%
D	85	62	23	73%
E	71	54	17	76%
<b>Totals</b>	344	291	38	

- There were 15 fewer slips occupied in August then in July 2014.
- The permanent moorage docks were 85% occupied.
  - -4% compared to July 2014.
  - The same percentage compared to August 2013.

### Conditional Moorage

Dock	Total Slips	Total Occupied	Total Vacant	Percent Occupied
G	17	15	2	88%
F	52	40	12	77%
S	8	6	2	75%
<b>Totals</b>	77	61	16	

- There were 19 more slips occupied in August then in July 2014.
- The conditional moorage docks were 79% occupied.
  - +24% compared to July 2014.
  - +15% compared to August 2013.

### Overall Summary

- The combined permanent and conditional moorage marina docks were 84% occupied in August.
  - +1% compared to July 2014.
  - +2% compared to July 2013.
- The average percentage of occupancy on each dock was 84% in August.
  - +5% compared to July 2014.
  - +5% compared to August 2013.

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# REVIEW OF MEETING NOTES

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*September 3, 2014*



Roll Call: Mr. Hulett \_\_X\_\_ Mr. Nelson\_\_X\_\_ Mr. J. Jones \_\_X\_\_ Mr. Abdel-Monem \_\_X\_\_  
Mr. Malmgren \_\_X\_\_

Staff: Steve Powers and Chris Sublet

Public: Byron Skubi

1. Public Comment:

- None

2. Review of May 5, 2014 Meeting Minutes:

- Approved
- Mr. Jones asked what exactly is covered by the Indirect Cost Allocation.
  - Mr. Powers explained that it was for administrative support for things such as Finance, Legal, Engineering and Development Services.
- Mr. Nelson questioned how it went from \$50,000 to \$200,000 per year so fast.
  - Mr. Powers explained that it may be because the original amount of \$50,000 was determined to be grossly low.
- Mr. Jones said that he was surprised to see in the notes that the marina only has about \$50,000 in reserves and asked where the rest of the reserve money was spent.
  - Mr. Powers and Mr. Sublet explained that the marina paid cash for the phase 1 improvements. These improvements included the new gangway, landing floats and electrical transformers, wiring and pedestals on C dock.

3. Summer Recap - Discussion:

- Mr. Sublet reviewed and explained:
  - Occupancy for May – July – He said that both the conditional and permanent moorage number for this three month period looks good and shows steady increase. He pointed out that the trend shows that people prefer permanent moorage over condition moorage. He continued to explain that as the summer winds down it should be expected that the occupancy levels will decrease.
  - Expenses & Revenue for May – July – Mr. Sublet explained that compared to 2013 expenses are down and revenue is up. He said that all categories look good and at this point there are not any major concerns.
  - 2014 Race Week Revenue and Expenses – Mr. Sublet reviewed the revenue and expenses spreadsheet. He explained that the marina was able to accommodate all of the F dock tenants that wanted to stay in the marina and G dock from the Colin Archer was not cleared.
    - Mr. Hulett mentioned that maybe we can change things with the state so that the conditional docks do not have to be cleared.
    - Monem asked why we have to clear the docks and suggested that there may be another way. He said that it may be possible to just charge the conditional dock people for guest moorage. By doing this we may be satisfying the requirement for making the conditional docks available to transient boaters.
      - Mr. Hulett said that we may have an opportunity.

- Mr. Powers asked Mr. Jones (he once had his boat on F dock) how he would feel about Monems suggestion.
  - i. Mr. Jones said that he thought it was a good idea and it is better than having to leave.
- Mr. Powers asked how the marina would handle large groups like Race Week.
  - i. Mr. Hulett said that Race Week may be the only issue and that they would probably have to leave the slip.
  - ii. Mr. Jones said that the staff does a good job trying to find slips for F dock tenants and maybe that would help with some people that would be asked to leave.
- Mr. Jones asked why the marina pays for security and garbage and suggested that some of the expense line items be revisited now that there are new owners.
- Mr. Hulett asked Mr. Powers when it would be appropriate to discuss 2015 Race Week?
  - Mr. Powers said sooner than later.
  - Mr. Hulett then asked that the 2015 Race Week be added to the October meeting agenda.
- Mr. Hulett asked Mr. Jones how far along the OHYC is in working with the new owners for the 2015 Race Week.
  - Mr. Jones said the OHYC is working with them and that there have been a few changes so far.
- 2014 Hydroplane Races Revenue & Expenses – Mr. Sublet reviewed the revenue and expenses for the event and said that it seemed for the most part that the people attending had a great time. He continued to say that there are two dates that the promoter is looking at in August 2015. He also explained that there some very good pictures of the event on the marina’s Facebook page.

4. MAC Future Projects – Discussion

- Postponed

5. General Update:

- Postponed

6. MAC Comments

- Mr. Jones mentioned that he heard that none of the washers and dryers were working,
  - Mr. Sublet said that one of the washers was broken but Broadview Appliance had repaired it.
- Mr. Jones said that two C dock tenants had said that there may be a power issue on C dock.
  - Mr. Sublet said that he was unaware of any issue, but that he would have the staff look into it.

7. Next regular meeting— October 6, 2014

- Mr. Nelson said that he is flying out late that night and may not be able to attend the meeting.

8. Adjourn

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**MARINA ADVISORY  
COMMITTEE  
FUTURE PROJECTS**

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*Discussion*

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# Memo

**To:** Marina Advisory Committee  
**From:** Chris Sublet, Harbormaster  
**CC:** Steve Powers, Director Development Services  
**Date:** 10/06/2014  
**Re:** Project List

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The Marina Advisory Committee spent most of the 2014 winter and fall meetings completing the New Marina Revenue & Flintstone Park Dock Phase I & Phase II project list. Based upon comments at the May Marina Advisory Committee meeting staff has prepared a list of projects that the Marina Advisory Committee may choose to work on in the coming months.

- a. Continue with the New Marina Revenue & Flintstone Park Dock Phase I & Phase II City Council Workshop Presentation
- b. Create and implement a “use” charge for the launch ramp
- c. Formalize a Marina Improvement Plan
- d. Review and revise current pricing for services provided by marina staff

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