

CITY OF PORT WASHINGTON
HARBOR COMMISSION MEETING
Monday September 28, 2009, 7:00 P.M.
City Hall, Lower Level Conference Room

Members Present

Jerry Gruen, Ralph Hess, Jerry Baganz, Frank Metz, Sue Knauer, and Peter Jushka

Others Present

Harbor Master Dennis Cherny
City Administrator Mark Grams

1. **Roll Call: (Absent: David Larson)**

2. **Approve Minutes Of Previous Meeting**

Pete Jushka made a motion to approve minutes as written and Frank Metz seconded. Motion carried.

3. **Monthly Financial Report**

City Administrator Mark Grams said that the financial report runs through August, so the only big weekend missing is Labor Day. He said that although we are down in revenue, we are also down in expenses and he feels the numbers look good and feels that the marina is doing well for the year. One of the items that are way down for the year is the interest on investments revenue. Right now we are showing a surplus of \$338,381 for the year but we still have an interest payment and debt service payment of approximately \$170,000 to make and some additional expenses for the year. He feels that the marina should end the year pretty close to the budgeted amount of \$90,000.

Harbormaster Dennis Cherny added that the marina is up 830 daily launches compared to this time last year. Slip fees and transients are also up compared to last year. He mentioned that transients are coming to Port Washington and staying here longer rather than moving on to other harbors, staying here 177 more days this year than last. He added that the marina sold 10,000 more gallons of fuel this year compared to last year.

4. **Update On The Floating Pier Project**

Harbormaster Cherny said that the Pre Con meeting was held last Thursday with the contractor. Pier 2 will be the first dock demolished. They will then move on to Pier 4 and continue south finishing with the fuel dock. Starting date for that is October 15th or as soon as Pier 2 can be cleared of boats. He added that the contractors are confident that they will be done by May 1st. If boats need to be in prior to May 1st the marina can put them either in the North Slip area or on a dock that has been completed. The floating piers are to arrive on November 1st with staging to take place in the launch ramp area. Fencing will also be in place around that area so there will be limited driving allowed in the trailer lot after November 1st. He said that the contracts are confident that the floating piers will all be installed by Christmas. They will also use the marina's ice eaters to keep the water moving and prevent ice build up while they are working.

Commission member Sue Knauer added that the letter that the marina mailed to the tenants was very informative regarding the project and what is to take place.

5. **Financing The Floating Pier Project**

City Administrator Grams said that the Council approved the financing for the floating pier project. He said that the city has chosen a short term General Obligation Promissory Note with an interest rate of 2.3%. The total interest that will be due next year is \$50,628.75. He said that the marina would also make a payment on the principal for an approximate total of \$100,000 to be paid next year. He said that this will get us through the first year and help to build up the marina's reserve fund.

6. **Discuss Opening The Marina May 1st In 2010**

Harbormaster Cherny said that with construction and weather being a factor he would like to make the official opening date for the marina May 1st. He said that those who rent slips in the North Slip may go in anytime after April 1st. This will just be affecting the Main Marina.

If individuals from the Main Marina would want to come in before May 1st, we can always tie them up in the North slip or in the Channel until their slip is ready. This May 1st opening date is only for 2010 due to the construction and the fact that the plumbing and electrical may not be finished by April 1st.

Commission member Jerry Baganz added that the Marina will be flexible and will service our customer's needs.

Jerry Baganz made a motion that the published Marina slip contract date for 2010 be May 1st and Ralph Hess seconded. Motion carried.

7. Review 2010 Marina Budget

City Administrator Grams said that the top half of the budget deals with the revenue side. As you can see, we scaled back and were conservative on some of the numbers, such as transients and daily and seasonal launches. We based that on the last couple of years he said. As far as the gasoline and oil sales, we looked at where the trends seem to be going. The interest on investments is the big loser he said. Harbormaster Cherny added that while the marina isn't raising the slip fees for 2010, there is an increase in that revenue due to the additional slips that will be added after the floating pier project is complete. City Administrator Grams said that we budgeted a little less for gas and electricity, but will keep an eye on it due to the additional slips that will be added. Water and sewer will remain the same for next year as they are not raising rates. He said that he reduced repairs because there should hopefully be less repairs needed next year with the Main Marina being new. Everything else was based on what the marina has experienced over the last couple of years.

Harbormaster Cherny added that we have had a couple of meetings regarding the phone situation and will continue to look into it.

8. Harbormaster's Report

Harbormaster Cherny said that his report ties in with the floating pier project. He said that he received a fax from Petro Chem, the company doing the work on the fuel pier, stating that there are some additional state mandates that the marina should look into doing while the fuel pier is under construction.

Regulatory requirements that will have to be met by 2011 include Electronic sensors in the containment sumps under the fuel dispensers and in the submersible containment sumps. Another requirement will be the installation of an alarm system when the tanks reach 90% and a shut off device for when the tanks reach 95% capacity. Petro Chem's work under the fuel pier remodeling contract includes the installation of new double wall piping and containment sumps around the submersible pumps and underneath the dispensers but not any of the se other requirements.

He said the cost for the sensors is approximately \$4500, electronic overflow will be \$3750, and explosion proof solenoids would be approximately \$2400. The electronic tank monitoring system is over 15 years old and replacement parts are becoming obsolete, so to replace that will cost approximately \$15,000.

Also to upgrade to a better point of sale cash register system will cost \$6160.00. Also a satellite system with another register located in the marina office building will cost an additional \$7500.

Harbormaster Cherny would like to see these upgrades made this year while everything is under construction. Get it done now before it costs twice as much to do in a couple of years. City Administrator Mark Grams said that these upgrades could be paid with the borrowed monies or the contingency fund for the project.

Tenant Joe Sobieski just wanted to add that the satellite register systems work well and are convenient for transients coming into the marina.

Harbormaster Cherny also wanted to add that there are some samples of the decking material located outside the control building for those interested in seeing it.

9. Marina Tenants' Comments

No comments from the Marina Tenants although three individuals representing the Main Street

Committee mentioned that they would like to present a presentation regarding their survey findings at October's meeting.

10. Additional Parking Stalls For Charter Fishermen

City Administrator Grams said that a couple of the Charter Captains in the North Slip would like park stalls in the parking lot just west of the North Slip. He said that they would like to have a place to park that is closer to there boats for loading and unloading equipment rather than having to walk all the way from the north end of the North Slip. He mentioned that there are 6 parking stalls just off the walkway that are rarely used and could be designated for the public as well as the charter captains. They would be on a first come first serve basis and if they are full, the charter captain's would have to park at the north end of the North Slip. He said that this would have to get approved through the Traffic & Safety Commission as well as the Common Council. He said that he will also discuss it with the Police Chief. He said that he will come back with this next meeting and the Commission can make their final decision.

11. Adjournment

Frank Metz made a motion to adjourn the meeting at 7:46 p.m. and Sue Knauer seconded. Motion carried.

UNOFFICIAL MINUTES: Not yet approved by the Harbor Commission