

CITY OF PORT WASHINGTON
HARBOR COMMISSION MEETING
Monday September 24, 2012, 7:00 P.M.
City Hall, Lower Level Conference Room

Members Present

Sue Knauer, Tony Matera, David Larson, Jerry Baganz, Jerry Gruen, and Dan Herlache

Others Present

Harbor Master Dennis Cherny
City Administrator Mark Grams

1. **Roll Call: (Absent: Bill Driscoll)**

2. **Approve Minutes Of Previous Meeting**
Tony Matera made a motion to approve the minutes and Sue Knauer seconded. Motion carried.

3. **Monthly Financial Report**
City Administrator Grams said that everything is looking good. Revenue is up and coming in higher than projected. He expects some additional revenue to come in yet for September. He said that we still have a major Debt Service payment. He believes that we just may hit our projected surplus of \$47,000 if not higher this year.
Harbormaster Cherny mentioned that we are up in most categories this year. Daily launches are up from 2500 last year to 2800 this year. Season launches are up from 296 to 313. Ice is up from \$12,000 to \$16,000 this year. Transients are up slightly from last year, but those that are here are staying longer. Days stayed by guest went up from 1259 to 1344. The store is also up in revenue. Gallons of gas sold are up from 74,000 to 86,000 with revenue up from \$303,000 to \$352,000.

4. **Approve 2013 Marina Rates**
City Administrator Grams said that they would like to keep the rates the same for next year. If you look at the comparison chart, we are less expensive than those marinas to the south and equal or slightly higher than those to the north.
Harbormaster Cherny mentioned that while on a phone conference with the Wisconsin Marina Association it was mentioned that no one plans on raising rates for next year.
City Administrator Grams said that even with keeping the rates the same, with the 2013 budget proposed, we are expecting to net a profit and raise the reserve fund.
Harbormaster Cherny mentioned that the marina slip rentals were down approximately 3% this year. Some marinas are down considerably while others to the far north are full. Commission member Baganz added that through his travels, he asks marinas what their occupancy is like, and he too finds that most are down considerably. He feels that is extremely positive for the marina.
This would be the fourth year of not raising rates. Member Gruen inquired if everyone was comfortable not raising rates.
Dan Herlache made a motion to approve the 2013 marina rates and Tony Matera seconded. Motion carried.

5. **Approve 2013 Marina Budget**
Harbormaster Cherny went over the income side of the budget. Making slight increases to soda from vending, parking meters and fines, and clothing as well as a few decreases to daily launches, north slip rentals and transients. The remainder of the items stayed the same as last year. The total requested budget for income comes in at \$1,079,992.
As for the expense side of the budget, he increased the wages 1.25% based on the estimated raise for 2013. Social Security, health, and dental went down slightly compared to last year. He also decreased the telephone amount now that the marina is going with TW Cable rather than AT&T. There were slight increases to water and sewer and life insurance. Supplies were also increased for 2013 as the marina seems to go over on the supply budget every year. The remainder of the expenses stayed pretty much the same as last year. The total requested budget for expenditures comes in at \$1,023,305 Harbor master Cherny said.

Member David Larson questioned why the gasoline revenue and expense budgets were remaining the same as they seem to be trending upward the last couple of years.

City Administrator Grams said that they will add \$50,000 to both the gasoline expenditure and revenue side. He also mentioned that he will double check the Debt Service number as he believes it may have gone up to \$225,000 for 2013.

Member Gruen mentioned that the numbers are comparable to the last couple of years and that they sound with in reason as far as he is concerned.

Jerry Baganz made a motion to approve the 2013 Budget with the modifications to the debt service and the gasoline sales and expense numbers. Dave Larson seconded. Motion carried.

6. Harbormaster's Report

Harbormaster Cherny mentioned that the Sunday Journal had an interesting article about the lake level. They are saying that the damage done to the St.Clair River as well as lack of rain and evaporation is some of the main reasons for the lower lake levels. No one seems to care. Property owners enjoy the big lakefront. It mentioned that there is a chance that the lake levels could drop below their lowest level recorded in the next month or two. As for our marina, right now we are ok Harbormaster Cherny said. Other marinas aren't nearly as fortunate as us.

As for all the festivals this year, Harbor master Cherny said that they were all successful. We were pretty well booked for all of them. The only exception was the Clipper Cup. They cancelled the race due to weather and lack of participants due to a misprint in the application regarding late entry fees.

All in all it was a great summer for the marina.

7. Marina Tenants' Comments

Paul Markworth (tenant in slip 226) wanted to inform the commission that he is the new president of the Marina Tenants' Association. He along with (tenant form slip 221) secretary Sally Bley wanted to come before the commission to introduce them selves. He said that they handed out a survey on Labor Day weekend to the marina tenants inquiring as to whether or not they even want a Tenants' Association. He said that roughly 17% have responded thus far. They will report back to the commission once they have the final results.

8. Any Other Business That May Come Properly Before The Commission

Member Matera inquired as to when the commission wants to look at some sort of marketing plan to fill the vacant slips if there are any next year. He reminded the commission that he had suggested a possible referral program for our tenants. Member Gruen said that the commission can look into that over winter. Harbormaster Cherny added that the marina has placed a couple of Ads on the Visitor Port Washington website and the Waterways Guide. He also feels that winter would be a good time to look into it after we have an idea as to where we stand for the 2013 season.

9. Adjournment

Dave Larson made a motion to adjourn the meeting at 7:42 p.m. and Sue Knauer seconded. Motion carried.

Minutes Not Yet Approved By The Commission