AGENDA
MARINA ADVISORY BOARD
REGULAR MEETING
APRIL 25, 2022
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF MINUTES

4.1 JANUARY 2022 MEETING MINUTES

4.2 MARCH 2022 MEETING MINUTES

5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA

6. OLD BUSINESS

6.1 MARINA RATE RECOMMENDATION

7. NEW BUSINESS

7.1 SHRIMP FESTIVAL 2022

8. MARINA MANAGER REPORT

8.1 DREDGING

8.2 MONTHLY MANAGER REPORT

9. BOARD MEMBER REPORTS/COMMENTS

10. NEXT MEETING DATE

11. ADJOURNMENT

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Marina Manager.

MARINA ADVISORY BOARD
REGUALR MEETING MINUTES
JANUARY 24th, 2022 AT 6PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL, 32034

1. **CALL TO ORDER**

2. **PLEDGE OF ALLIGANCE**

3. **ROLL CALL –**Vice Chair Mills, Member Stewart, Member Blanchard, Member Kent, Member Phillips, Member Spratto, Member Burr. Member Lynch Absent.

4. **APPROVAL OF MINUTES** – Member Kent made a motion to approve the October 2021 meeting minutes. Member Phillips seconded. Motion passed; minutes approved.

5. **PUBLIC COMMENTS** –
   Commissioner Chip Ross spoke regarding upcoming City Commission Goal Setting workshop and marina shortfall to cover dredging every two years. $200,000-$250,000 shortfall every year to build necessary reserve for dredging. Request that Marina Advisory Board make recommendation on how to gain additional revenue to cover shortfall. Referenced $362,000 wave action insurance policy, and possible waiver of insurance to lessen expenses. FIND will pay half of dredging fund with match from City. $400,000-$500,000 match needed from City every 2 years.

6. **OLD BUSINESS**:

   6.1 **MARINA SECURITY** – Manager Taylor Fitzsimmons referenced number one customer complaint is after hours traffic on the docks, intrusion on vessels. Potential liability issue for the City. Mr. Fitzsimmons recommends exploring gates on the docks that would lock after hours and have key card access. Two cameras currently in service, two more to be added. Board agrees to explore gate options and obtain quotes.

   6.2 **FEMA** – Vice Chair Mills discussed FEMA reimbursement. City Manager Dale Martin provided a handout to the board, outlining reimbursement and impact on debt service. Marina debt is three different components. City Commission will consider writing off the utility fund loan of $3mm. Total marina debt $15mm, $7.5mm FEMA reimbursement. City is requesting reimbursement of financing costs. Mr. Martin requested that the Marina Advisory Board make a recommendation on the writing off the Utility Fund Loan. Debt service is $715,000 yearly after FEMA reimbursement and writing off the utility fund loan.

6.3 **DREDGING** – City Manager Dale Martin informed the Board that the dredging contract has been awarded to Brance Diversified for $650,000. We are foregoing the demolition of the bath house building to use $250,000 in FIND grants towards dredging. The City will be voting on using the contingency fund for the remainder of the cost in the first Commission meeting in February. Timeline to follow.

7. **NEW BUSINESS**:

7.1 **USED FUNDING TO SUPPORT DREDGING AND CAPITAL IMPROVEMENT COSTS** – City Manager Dale Martin asked the Board how to generate more money to cover capital improvement costs such as dredging. Increase to user fees (slip fees) suggested. Oasis is creating a rate study. Vice Chair Mills and Member Burr commented that a full year of 100% operations is needed before making a change to rates. Vice Chair Mills acknowledged that rate increases likely need to happen. Last rate increase took place April 1st, 2021.

7.2 **ANCHORAGE** – Vice Chair Mills references two new mooring boundary markers are in the ICW channel. Mr. Fitzsimmons to coordinate with City Engineer and the contractor who installed them.

7.3 **BOAT RAMP** – Vice Chair Mills referenced the axel counter placed on the boat ramp. The counter will be used at different times throughout the year to track usage of the boat ramp.

7.4 **BATH HOUSE BUILDING** – Renovations ongoing in the three marina restrooms as an alternative to the demolition and rebuilding of the bathrooms.

7.5 **BOARD APPOINTMENTS** – Open Board Seats: Chairman and Recording Secretary. Allen Mills nominated for Chairman. Joe Blanchard nominated for Vice Chair. Marian Phillips for Recording Secretary.

8. MARINA MANAGER REPORT – OASIS PRESENTATION

- First quarter $30,164 ahead of budget on Net Operating Income
- $244,481 operation Net Operating Income in first quarter
- By 3rd week of January every budgeted revenue stream has been exceeded
- Oasis has marketed to longer term transient stays in the slower months (January-March)
- Already have a few weeks in April completely booked, MTOA and FCYC rendezvous
- 16 new mooring balls installed, usage has already increased
- Monthly QA walkthrough’s and maintenance checks being performed
- Deck board replacement, fixture tightening and cleanings, flag pole restrung, piling scraping, tool shed clean out and relocation
- Exploring option to be a weigh station for MONGO Offshore Fishing Tournament

9. **MAB MEMBER DISCUSSION**:
    - Recording Secretary Phillips welcomed to the Board and offered sentiment on hopes to help the Board and marina moving forward.
    - Member Spratto welcomed to the Board and is hoping to work closer with Mr. Fitzsimmons on the marina's financial picture
    - Member Burr welcomed to the Board, hoping to help and offer insight from a slip holders perspective. Member Burr suggested a flow study be done on the marina. Commissioner Ross referenced the cost of the study at $60,000.
    - Chairman Mills would like to see increased activity in the new riverwalk area at the South End of the marina.

Next MAB Meeting: MARCH 28th, 2022

MARINA ADVISORY BOARD
REGULAR MEETING MINUTES
March 28, 2022
CITY HALL COMMISSON CHAMBERS
204 ASH STREET
FERNANDINA BEACH FL, 32034

1. CALL TO ORDER

2. PLEDGE OF ALLIGANCE

3. ROLL CALL: Chairman Mills, Vice Chair Joe Blanchard, Member Stewart, Member Kent, Member Phillips, Member Burr, Member Spratto, and Member Blanchard.

4. APPROVAL OF MINUTES: Minutes were not available but will be available at the next meeting on April 25, 2022, for approval.

5. PUBLIC COMMENT – None

6. OLD BUSINESS:

    6.1 Dredging -Cost $800,000 every 2year. FIND Grant funds to match $400,00 every 2 years. Taylor Fitzsimmons presented rate increase proposal for Transient, Commercial, Recreational, and Long-Term slip rentals. Discussion of mooring ball, dine & dock and fuel charges to gain funds for the city. Recommendation to postpone this for further discussion until July. Request for financial reports to be sent to the board each month. Motion was made by AJ to send the Transient rate increase recommendation to the City Commission. Motion was amended by Scott to increase the mooring ball, dock & dine by $5.00 as soon as possible once the commission approves the increase. Motion passed. Board agreed to keep this item on the agenda for every meeting under Old Business. Also, Taylor to include the board on the monthly reports. Request to add more Marinas to his report to compare rates.

7. NEW BUSINESS:

    7.1 Rules & Regulations – Member Burr reported that a man was drunk who was renting a slip. He ran into tow boats. He asked why he was not evicted from the Marina. Rules need to be in the contract to handle this kind of occurrence for the future. Amy Vickery spoke to the board regarding the incident. She lives on the boat. She has been traumatized by the event and asked that something be done to make sure this does not happen again. Taylor will discuss with City Attorney about the issue to come up with a way to handle this in the future.

8. DREDGING:

8.1 Dredging starts tomorrow.

8.2 Marina Security – Gates on docks. Taylor has quotes for 3 gates at a cost of $30,000. Still looking for more quotes. Cameras in service currently. To jet ski rental companies along with a Tiki Bar Boat are coming to the Marina. Paul Lore spoke about the security gates asking if they will be closed all the time. Taylor advised they will have key card access if closed after normal hours.

9. BOARD MEMEBR REPORTS /COMMENTS

Taylor reported the January – February so far, the Marina has a ne income of $38,453.00. We are $62,741 ahead of the budget. All 3 restrooms are complete, waiting on hot water element. Hours extended. Dingy dock should be open soon. March financials not in yet but we are ahead. Shrimp Festival weekend the marina is fully booked. $3 per ft special event fee.

Chairman Mills requested a spot for the Shrimp Boats at the docks. Taylor will speak with Shrimp Festival committee as to why this was not requested. He also asked if the marina could stay open longer on weekends. Taylor replied that 6pm is when it closes.

Vice Chair, Blanchard asked what type of ID Taylor takes when people rent the slips. No photo ID is required, just vessel registration etc.

The board is seeking a nonvoting member to sit on the board. Mr. Lynch resigned.

Next meeting is April 25, 2022

Meeting adjourned at 7:35pm

Respectfully Submitted,
Marian Phillips – Secretary

April 1, 2022

To: City Manager and Fernandina Beach City Commission

From: Oasis Marinas

Memo: Proposed Rate Changes

Dear Mr. City Manager and Commissioners,

At the January 26th Goal Setting Workshop, it was identified that to support bi-annual dredging, $200,000 in revenue would be needed yearly to support these efforts. Oasis Marinas has conducted a study of rates both locally and throughout the ICW, to determine changes to the existing slip fee rate structure to accomplish this goal. Based on 2021 wet slip revenue, to generate an additional $200,000 per year, a minimum of 20% increase to user fees (slip rates) is necessary. Below, you will find our recommended adjustments:

Transient Rates:

Transient			
Daily Rate		**Impact Based on 2021 Reservations**	
Peak Season: April 1-June 15, Oct 15-Dec 31	From $2.50/ft to $3/ft per night	20%	~$80,000
Weekly Rate			
Year Round	From $12/ft to $15/ft per week	25%	~$45,000
Monthly Rate			
Only Offered During **Non-Peak** Season	From $21.25/ft to $30/ft per month	41%	~$20,000
			$154,600

Long Term Slip Holder Rates:

Long Term Monthly				
Option A: (Good)		**% Change**	**Pot. Incr.**	**Impact Based on Existing Slip Holders**
All Slip Holders	From $19.25/ft to $22.25/ft per month	17.5%	$54,072	$54,072
Option B: (Better)				
All Slip Holders	From $19.25/ft to $23.25/ft per month	20%	$72,096	
				$72,096
Option C: (Best)				
Commercial	From $19.25/ft to $30/ft per month	56%	$121,905	
Recreational	From $19.25/ft to $20/ft per month	4%	$5,013	$126,918

In looking at the above tables, our proposed rate changes to the transient rates would generate an additional $154,600 in slip revenue, based on 2021 reservation data. As for long term slip holder rates, three options are available, with the impact on slip revenue listed on the right side of the table. The first two options would offer a flat increase of either $3 or $4 per foot, for additional revenue of $54,072 or $72,096 respectively. Option three, would break up the slip rates based on recreational versus commercial operator status. As an industry standard, marinas will charge commercial operators a minimum of 1.5 times the recreational slip rate. This proposed change would generate an additional $126,918 in long term slip revenue.

Should the transient rate changes go into effect, the projected increased to wet slip revenue based on the three proposed long term rate changes is as follows:

Option A: $208,672

Option B: $226,696

Option C: $281,518

In the March Marina Advisory Board Regular Meeting, the Board voted to move forward with the recommended changes to transient rate structure. The Board has not made a recommendation on long term slip holder rates at this time.

Oasis Marinas proposes options B and C as the most beneficial, given the ever-increasing costs associated with maintenance dredging. Furthermore, we recommend that these rates be instituted prior to the start of the 2022-2023 Fiscal Year.

Sincerely,

Oasis Marinas