

Minutes of Bay St. Louis Municipal Harbor Commission

Date: Tuesday, January 21, 2014

Location: Bay St. Louis Central Fire Station Training Room, 543 Main Street, Bay St. Louis
The meeting of the Bay St. Louis Municipal Harbor Commission convened at 3:00 p.m.

Commissioners Present: Chairman Lee Seal, presiding, Vice Chairman Ken Barbor, J.P. Compretta, Charles LaFleur, Rod Ward, Chris Roth and Chet LeBlanc

Absent: Mike Hemsley (alternate)

City Officials Present: Buz Olsen, Paula Fairconnetue and Don Rafferty

The meeting was called to order by Chairman Seal. First order of business, the Commission reviewed what they accomplished at the January 7th and 14th Harbor Commission meetings, which includes:

1. Harbor Master Job Description was submitted to the Mayor for review and submittal to the Council
2. Finalized copy of Slip Rental Agreement is ready for review
3. Commissioners discussed amending the rates previously set on Pier One slips and planned to discuss the matter further at today's meeting

During discussion on considering adjusting the rates on Pier One, Commissioner Seal stated that the 50' slips can hold up to 65' or 70' vessels. We accounted for a 10% overhang on the fairway. Minimum recommendation on a fairway width was 1.5. We extended our fairway to 2.0 assuming a 10% overhang, on recommendation by the engineering guidelines the fairway should be two times the minimum width requirement. The beam of a vessel is more constricting than the length.

Commissioner Seal clarified that the Commission wanted to review rates and utility fees for Pier One only.

Consensus of the Commission was that utility fees for small boats could possibly be lowered, and the fee raised on larger boats because they will be running equipment that will probably use over \$150 worth of amps per month.

Commissioner Seal recommended starting with changing the utility fees first. He stated that the fee could be increased by one dollar more per month, which would increase the rate on all slips. Another suggestion from the commission was to set a flat monthly rental rate on the Pier One slips without breaking it down by length.

During discussion, Commissioner Seal noted that all the other harbors rates are set based on some justification. Every harbor on the coast is charging utility fees based on generator, a/c or length of vessel.

After a lengthy discussion, Commissioner Seal stated that he understood that the Pass Christian harbor is not interested in recreational boats. He noted that he was initially worried about

getting too expensive with the fees because of the competition with Pass Christian, but since we're going to have a much nicer facility, it shouldn't be a big deal.

The Commission discussed and agreed to change utility fees on all slips, because there are 60' slips that are not located on Pier One, and the other slips will use as much electricity as renters on Pier One. Commissioner Seal noted that increasing the rates will put our harbor in the pricing market with Biloxi and Gulfport.

The Commission recommended amending the utility fees for all slips based on the following AMP usage: The cost includes water, sewer, lights and security. The fee equals one dollar per AMP usage.

Amended Utility Fees for all slips

30 AMPs (minimum)	\$30	mo.
(2)30 AMPS	\$60	mo.
50 AMPS	\$50	mo.
(2) 50 AMPS	\$100	mo.
100 AMPS	\$100	mo.

Commissioner Seal called for a motion to recommend approval of the amended utility fees.

MOTION TO RECOMMEND APPROVAL OF AMENDED UTILITY FEES

Commissioner LeBlanc moved, seconded by Commissioner LaFleur, to recommend that Bay St. Louis City Council approve the amended utility fees, as presented.

A vote was called for with the following response:

VOTING YEA: Seal, LeBlanc, LaFleur, Ward, Roth, Compretta and Barbor

VOTING NAY: None

Pier One Amended Slip Rental Rates Discussion

Commissioner Ward stated that the Commission previously set the premium rental rates for Pier One at \$4.85 per foot in-state and \$5.25 per foot out-of-state. We set the rates for Pier One at one dollar more per foot than the other piers in the harbor.

Consensus of the Commission was that we could get a lot more per foot for the premium slips on Pier One. Gulfport cost per foot is currently set at \$5.50 and Biloxi is set at \$6.30 per.

Commissioner Ward proposed a rate of \$6.00 per foot in-State, and \$7 per foot for out-of-state rentals. Anyone who doesn't want to pay that amount would still have the option to rent a slip on another pier for less.

Commissioner Seal stated that the only concern he has about the recommended rates is that we would have the most expensive slips on the coast.

Commissioner Ward noted that we have the nicest slips on the coast. If the slips don't rent at the initial rate, we can drop the price. We're only talking about the 10 slips on Pier One.

Commissioner LaFleur stated that the slips on Pier One would lease for less \$500 per month at the new rate, which is not too much to pay for the convenience.

Amended Slip Rental Rates for Pier One

In-State rate	\$6.00 per ft.	(plus utility fee)
Out-of-state rate	\$7.00 per ft.	(plus utility fee)

Commissioner Seal called for a motion to recommend approval of the amended slip rental rates for Pier One.

MOTION TO RECOMMEND APPROVAL OF AMENDED SLIP RENTAL RATES – PIER ONE

Commissioner LaFleur moved, seconded by Commissioner Seal, to recommend that the Bay St. Louis City Council approve the amended slip rental rates on Pier One, as presented.

A vote was called for with the following response:

VOTING YEA: Seal, LeBlanc, LaFleur, Ward, Roth, Compretta and Barbor

VOTING NAY: None

During further discussion, Commissioner Roth suggested using the boaters' registration information to determine length of boat without anyone having to physically go out and measure. The documented measurement would be used to charge for slip sizes.

Initial Slip Assignment Lottery Discussion

Commissioner Seal stated that he's received numerous requests for slips and the commission has to determine how to assign the slips fairly. There are more people asking for slip spaces than we have available. There are only 10 slips available on Pier One and over 25 people have asked for slip locations. He suggested that the only fair way to handle slip assignments would be to conduct a lottery. The lottery assignment would have to be done on all slips in the harbor, because everyone may not want to be on Pier One.

After a lengthy discussion, the commission determined that they would do a lottery with Bay St. Louis residents getting first choice, county residents second choice, and then everyone else. Commissioner Compretta recommended that the commission check with Don Rafferty and Jason Chiniche to make sure there are no restrictions with DMR or any agency about us charging different rates. He noted that DMR has a provision that we can't have live aboards, and he wanted to make sure about the rates.

Commissioner Seal stated that other harbors along the coast charge different rates and we all got the same money from the different agencies. He noted that the only restriction we have at the harbor is that we can't put any gates up like they have at some of the other harbors, because of the HUD funding we received. We were informed from the beginning that if HUD were to be involved with the harbor, it had to be public.

The Commission discussed possibly using drivers' license, voter registration, tax roll or land deed or flood insurance policy to determine proof of primary residency of boat owners to insure they're paying the correct rate.

For lottery purposes, and to keep the slip assignments simple, consensus of the Commission was to conduct a lottery to assign slips, using the following precedence: Requests for multiple boat slips will be based on pull from lottery.

Slip Assignments by Priority

1. Bay St. Louis residents – drivers license with local address required
2. In-state residents– MS drivers license
3. Out-of-State – valid drivers license required

MOTION TO RECOMMEND APPROVAL OF LOTTERY SYSTEM

RE: Initial Slip Assignments

Commissioner Ward moved, seconded by Commissioner LaFleur, to recommend that the Bay St. Louis City Council approve the initial slip assignment lottery system for all slips with priority given to Bay St. Louis residents, as presented.

A vote was called for with the following response:

VOTING YEA: Seal, LeBlanc, LaFleur, Ward, Roth, Compretta and Barbor

VOTING NAY: None

Lottery Procedure

To participate in the lottery an application will be provided for a slip assignment during an open period of time to secure a place in the lottery. To participate in the lottery, the application must be returned along with a \$100 deposit by a period of time to be determined by the commission. Deposit is non-refundable and will go towards the first month's slip rental. The lottery application will be drafted by the Commission. As part of procedure, the commission has to determine the order in which slips will be offered. A layout of the slips is also needed.

Don Rafferty advised the Commission to make sure that rules for the lottery are laid out in detail and clearly understood. He asked Buz Olsen to check with the CBDG grant agreement to make sure there is no prohibition against the lottery.

Comments

The commission noted that once rates are approved by the Council, we can begin running advertisements in the newspaper, on the city's website and various other outlets.

During discussion on setting a date to hold the lottery, Buz Olsen informed the Commission that the contractor may ask up to 30 additional days because of the concrete piles. The contractor also has 40 rain days that he could possibly add on to the contract time. The contractor said he would have the job completed as close to the original contract date as possible, which is May 24th.

- The Commission discussed a date to hold the lottery. It should be on a day when there's some kind of function in the downtown area, such as the Harbor Fest.
- The Tourism Bureau is drafting rack cards, once completed they will give proof to Commission for approval
- Commissioner contacted credit card company and there is no law stating you can't charge a transaction fee on credit cards.

Live Bait Facility Discussion

Commissioner Ward announced that he had spoken with two parties who are interested in providing fuel and live bait at the harbor. The subcontractors would be responsible for paying their own lease and taxes, and those type of businesses would be an amenity to the harbor, but there's no space available.

During discussion on location for a ship store, Commissioner Roth stated that the fuel dock would be the likely location for a fuel dock and ship store.

Buz Olsen stated that the Commission would have to advertise a request for proposals to acquire services for subcontractors.

Commissioner Seal stated that harbors along the coast do not handle their own fuel. The fuel dock is leased out to subcontractors. We also have to consider the upland businesses along the beach. They may be interested in providing goods to the harbor. We have to give them an opportunity to make money.

Commissioner Seal stated that we have a huge potential for special events such as fishing tournaments, music festivals and private events at the harbor that we need to make plans for.

Topics for Next Week's Meeting Agenda

1. Finalize slip rental agreement to present to Mayor and Council
2. Review Commission ByLaws
3. Discuss Election of Officers
4. Set up committee for subcontractors services (fuel, ship store, live bait, kyat rentals_

Commission members discussed setting up a workshop with the Council to review documents submitted for approval.

MOTION TO ADJOURN

Commissioner Ward moved, seconded by Commissioner LaFleur, to adjourn the January 21st Harbor Commission meeting, there being no further business to discuss.

A vote was called for with the following response:

VOTING YEA: LaFleur, LeBlanc, Ward, Barbor, Compretta, Roth and Seal

VOTING NAY: None