

**CITY OF OAK HARBOR
MARINA ADVISORY COMMITTEE MEETING MINUTES
May 8, 2023**

This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral.

CALL TO ORDER/ROLL CALL

Chair Ken Hulett called the meeting to order at 3:00 p.m.

Position and Committee Member	Attendance		
Position 1 – Ken Hulett, Chair	In person ✓	Online	Absent
Position 2 – Byron Skubi	In person ✓	Online	Absent
Position 3 – J.J. Jones, Vice-Chair	In person ✓	Online	Absent
Position 4 – Ryan Bradley	In person ✓	Online	Absent
Position 5 – Curtis Adams	In person	Online	Absent ✓

CITY STAFF PRESENT: City Administrator Blaine Oborn, Harbormaster Chris Sublet, Executive Assistant Macalle Finkle, and Sr. Administrative Assistant Kim Perrine

OTHERS PRESENT: Paul Sorenson from BST Associates

1. PUBLIC COMMENT

There was no public comment.

2. APPROVAL OF MINUTES

Committee Member Jones **MOVED** to approve the Minutes of April 10, 2023, Committee Member Bradley **SECONDED, MOTION CARRIED UNANIMOUSLY.**

3. MARINA 2022 FINANCIAL REVIEW – DISCUSSION

The Committee discussed the Revenue and Expenditure reports provided and were confused as to why the numbers did not add up. It was discovered that the Revenue Report was for 2023 instead of 2022. Harbormaster Sublet indicated he would send the Committee the correct Revenue report and would bring this matter back at the next meeting. The Committee asked if Finance Director David Goldman could be present at the next meeting as well to answer the Committee’s financial questions. City Administrator Oborn stepped out of the meeting.

City Administrator Oborn returned to the meeting at 3:28 p.m. with the 2022 Revenue Report printout for Committee members. This issue will be discussed further after Agenda Item #4. Further discussion on this agenda item began again at 4:40 p.m. After a brief discussion, it was decided to carry this item over to the next meeting so that Finance Director Goldman would be present to answer questions.

4. OAK HARBOR MARINA RATE STUDY REVIEW WITH PAUL SORENSON – BST ASSOCIATES – UPDATE AND DISCUSSION

Paul Sorenson of BST Associates presented his Marina Rate Study review. A copy of the PowerPoint presentation is attached. Mr. Sorenson stated the Marina is not sustainable with the existing rates and expenses. As Mr. Sorenson presented his slide show, the Committee discussed the different moorage sizes, temporary moorage, storage sheds, fuel, guest moorage and dredge fees. Mr. Sorenson recommends raising the rates now which would be over a three-year period. The presentation concluded at 4:38 p.m. Harbormaster Sublet stated he would mail the PowerPoint presentation to the Committee members. Harbormaster Sublet recommends that Mr. Sorenson present his Marina Rate Study at a Council Workshop and then at a regular City Council meeting.

5. GENERAL MARINA UPDATE

- Launch ramp in progress.
- The diesel pump will be fixed on Wednesday.
- Mariner’s Haven is moving along – Environmental study, building study and soil samples. Currently waiting for soil sample results.
- Dredge project – Council approved the Engineering contract with Moffat & Nichol.

6. MARINA ADVISORY COMMITTEE COMMENTS

- City Administrator Oborn provided a grant update regarding the Congressional Spending Request. The City needs to be on the Army Corp of Engineer’s list. The Committee discussed continuation of the channel issue and how much the Navy needs to use channel for it to become Federal.

7. NEXT MEETING

The next Marina Advisory Committee meeting is scheduled for June 5, 2023, from 3:00 – 5:00 p.m.

8. ADJOURN

The meeting adjourned at 4:55 p.m.

Minutes taken by Sr. Administrative Assistant, Kim Perrine.