

## **Minutes of Bay St. Louis Municipal Harbor Commission**

**Date:** Tuesday, December 17, 2013

**Location:** Bay St. Louis Central Fire Station Training Room, 543 Main Street, Bay St. Louis

The meeting of the Bay St. Louis Municipal Harbor, Marina and Pier Commission convened at 3:00 p.m.

**Commissioners Present:**

Chairman Lee Seal presiding, J.P. Compretta, Charles LaFleur, Rod Ward, Ken Barbor, Chet LeBlanc and Mike Hemsley (alternate).

**Absent:** Commissioner Chris Roth

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

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### **APPROVAL OF MINUTES**

**RE: December 10, 2013**

Commissioner Barbor moved, seconded by Commissioner Ward, to approve the minutes of the Harbor Commission meeting held December 10, 2013, as presented.

A vote was called for with the following response:

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

VOTING NAY: None                      Absent: Roth

**Guest: Jonny Gill**

**RE: Slidemoor System**

Commissioner Seal stated that Mr. Gill was present to demonstrate the Slidemoor System that he told the board earlier that can be used in the 60 ft. slips for flexibility.

Mr. Gill proceeded to show the commission how the mooring system would work in high or low tides and answered questions from the board. The cost of each mooring system is \$1,950.00.

**Guest: Jason Chiniche**

**RE: Harbor Update**

Jason reminded the commission about the scheduled site tour on December 19<sup>th</sup> at 4pm. He reported that the Events deck concrete is complete, breakwater is completed and the contractor is approximately 73% complete. The contractor is working on removing debris and excess sand from the harbor.

### **NEW BUSINESS**

**Marketing Report**

Commissioner LaFleur stated that he and Buz met with Myrna at the Tourism Bureau to discuss marketing of the Harbor. He reported that Myrna planned to draft rack cards promoting the harbor and she needed slip rates and other pertinent information. The tourism office is open six days a week. One of Myrna's suggestions was to make the Harbor Fest part of the grand opening of the harbor. Myrna inquired about contract incentives that could possibly be included on the rack card that would entice people to rent slips early. Commissioner LaFleur that Myrna has an excellent ad agency that she works with all the time and he's going to meet with her and the agency

on January 7<sup>th</sup> to begin drafting the rack cards. Buz brought renderings of harbor and slips to the meeting with Myrna and she's going to use the renderings on the rack card. She plans to print about 3,000 cards to distribute throughout the area. Myrna also wanted to know who would be doing press releases for the harbor. The rack cards should be ready by January 21<sup>st</sup>.

Commissioner Seal stated that Myrna could probably get the ad agency to do the press releases.

Commissioner Ward suggested writing and news article and submit it to the Sun Herald and Sea Coast Echo.

Commission LeBlanc inquired if the board needed approval from the council before submitting and article.

Mr. Rafferty stated that the Commission could speak their intent to submit an article by resolution through its minutes and there shouldn't be a problem unless otherwise directed.

Commissioner Seal inquired if the Waterways Ordinance had been assigned a number by the Council yet.

Mr. Rafferty stated that the Waterways Ordinance has been assigned Ordinance No. 547.

## **OLD BUSINESS**

### **HARBOR COMMISSION BYLAWS TABLED**

Commissioner Seal recommended that the bylaws be tabled until further review by the commission and Mr. Rafferty.

Commissioner Barbor moved, seconded by Commissioner Ward, to table the Harbor Commission Bylaws until next meeting to allow further review by the board and City Attorney Don Rafferty.

A vote was called for with the following response:

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

VOTING NAY: None                      Absent: Roth

### **Harbor Master Job Description**

Commissioner Barbor stated that the committee is working on a job description.

Commissioner LaFleur stated that the committee should have a generic job description which gives general goals, objectives, activities, duties, knowledge, skills and abilities ready by next meeting.

The commission discussed the possibility of the police department patrolling the harbor, and asking Chief DeNardo to attend one of their meetings to discuss the matter.

Mr. Rafferty stated that typically there are three officers at night on patrol with 10 officers on backup, if needed.

Commissioner Compretta stated that the Council was pretty adamant about not allowing the harbor master to carrying a weapon.

Commissioner Seal requested that the Harbor Master Committee have a job description ready for review at the next meeting.

## **SLIP RENTAL AGREEMENTS**

Commissioner Seal stated that the Slip Rental Committee started with the long term rates and decided to have an in state and out of state rate. The committee was trying to keep the rate structure between Long Beach and Pass Christian rates. The proposed rates are as follows:

### **Long Term Base Rate**

In State - \$3.85 per ft. a month  
Out of State - \$4.25 per ft. a month

### **Utility Fee**

Fee Structure is based on (LOA) Length Over All and includes Utility & Environmental Fees per slip. The Environment fee will cover the pump out, waste oil and any expenses associated with DEQ. A five dollar Environmental Fee is included in proposed rates listed below:

### **Fee Structure**

0 - 44 ft. vessel	\$30 mo.
45 - 59 ft. vessel	\$40 mo.
60-over ft. vessel	\$50 mo

### **Discounts**

5% for 6 months upfront payment  
10% for 12 month upfront payment

### **Transient Fee**

Base Rate \$1.00 per ft. for first 3 days / \$.50 extra per ft. every day after 3 days)  
(After 14 days must contact Harbor Master for monthly rate)

### **4 hour stay allowed at Harbor and Day Pier (no charge)**

(Day rate applies after 4 hours)

During discussion, the Commission debated whether or not credit card transaction fees should be passed on to the consumer. They also discussed month-to-month, semi-annual and annual lease agreements.

Commissioner Ward suggested installing an ATM machine at the harbor.

## **PIER ONE PREMIUM RATES**

During a lengthy discussion, the consensus of the Commission was that premium rates should be set on Pier One, due to the convenient location. The following proposed fees were set for Pier One.

### **Pier One Premium Rates**

In State - \$4.85 per ft. mo. (plus Utility & Environmental Fees)  
Out of State - \$5.25 per ft. mo. (plus Utility & Environmental Fees)

(All rates are subject to change.)

Commissioner Seal called for a motion to approve premium rates set for Pier One.

## **MOTION TO APPROVE PIER ONE PREMIUM RATES**

Commissioner LeBlanc moved, seconded by Commissioner LaFleur, to approve the premium rates set for Pier One: In State - \$4.85 per ft. mo., Out of State \$5.25 per ft. mo., plus Utility & Environmental fees.

A vote was called for with the following response:

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

VOTING NAY: None                      Absent: Roth

## **Security Discussion**

The Commission discussed security at the Harbor. Should the Police Department be used for night security and cameras located at the Police Station to monitor action at the harbor, or should night security watchmen be hired by the City to protect boaters' property.

Commissioner Seal stated that because of H.U.D. funding, the public cannot be denied access to the harbor, so gates cannot be installed at the harbor.

## **Holiday Meeting Schedule**

The Commission will meet again on Tuesday, January 7<sup>th</sup> at 3pm.

## **MOTION TO ADJOURN**

Commissioner Ward moved, seconded by Commissioner LaFleur, to adjourn the adjourn the December 17<sup>th</sup> 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 and Seal

VOTING NAY: None                      Absent: Roth

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Lee Seal, Chairman