



## **SLIP BIGHT MARINA ANNUAL BERTH HOLDER MEETING NOTES**

**9 November 2019**

**Venue: Paynesville Community Hall**

**2:00 pm**

### **1. Staff and Councillor(s) Introduction**

Cr Dick Ellis chaired the meeting and introduced Council staff present as well as Marina Consultative Committee Representatives.

#### **Apologies**

Cr Toohey,

#### **East Gippsland Shire Councillors present**

<b>Name</b>	<b>Position</b>
Cr Dick Ellis	Chair, Marina Consultative Committee

#### **East Gippsland Shire Council Staff present**

<b>Name</b>	<b>Position</b>
John Morton	Manager Council Enterprises
Kris Wain	Commercial Business Coordinator
Angela Printz	Commercial Business Operations Officer

## Berth Holders Present

Alan Jackson	Berth Holder and Marina Consultative Committee berth holder representative
John Underwood	Berth Holder and Marina Consultative Committee berth holder representative
Paul Holton	Berth Holder
Rosemary Jackson	Berth Holder
Mark & Susan Weir	Berth Holder
Leigh Collings	Berth Holder
Henry Leggett	Berth Holder
Jacques Armenante	Berth Holder
David Mason	Berth Holder
Chris & Maria Lukies	Berth Holder
John & Annette Gibson	Berth Holder
Roger Berry	Berth Holder
Daniel Hiskins	Berth Holder
Ian Hall	Berth Holder
Roger and Jan Smith	Berth Holder

## 2018-2019 Annual Budget Performance Report

Income	
Licencing	\$ 510,344
O & M Fees	\$ 205,920
Total	\$ 716,264

Expenditure & deductions	
O & M Expenses	\$ 248,992
Council Rates	\$ 32,357
Land Tax	\$ 372
Depreciations	\$ 171,305
Total	\$ 453,026

Result	\$ 263,239
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O & M Fees	<b>\$ 205,920</b>
Direct O&M Expenses	
Employee Costs – Direct Operations	\$ 83,315
Contractual Service Expense	\$ 16,900
Materials and Utilities Expense	\$ 74,013
Miscellaneous operations / insurance premiums	\$ 10,140
Administration Costs & Corporate Overhead allocation	\$ 53,351
<b>Total</b>	<b>\$ 248,992</b>
<b>Result</b>	<b>- \$ 43,072</b>

Council provided clarification of which expenses are covered under each category provided by Council's financial system.

<b>Expense Category</b>	<b>Explanation</b>
Employee Costs	Any salaries and wages of Council Employees carrying out works directly related to Marina Operations e.g. Marina Supervisor, Building Works Crew, extra cleaning undertaken by Caravan Park Staff etc.
Contractual Service Expense	Contract Cleaning, Plumbers, Electricians and other trades when required
Material and Utilities Expenses	Electricity, Water, maintenance materials
Other Miscellaneous Expenditure	Insurance
Marina Administration Costs	Costs incurred in administering the Commercial Business Unit, this includes salary, vehicle and telephone costs - apportioned across all Commercial Business Unit operations.
Corporate Overhead Allocation	Calculated as 15% of direct costs associated with operation of the marinas (including depreciation). Accounts for the provision of internal corporate services such as HR, Payroll, Financial Services, Information Technology and Property Services.

### **2019-2020 Fees and Charges**

Council reported the 2019-2020 Fees and Charges will remain the same as the previous year and have been adopted by Council and Signed off as approved by the Minister. A valuation by independent valuer will be conducted next year.

### **Maintenance**

Council advised maintenance conducted 2018/2019 from the Jacobs report included replacing timber decking and toe capping with marina mesh and composite toe capping

and the replacement of 5 decaying joists. Materials to resurface Jetty 1 were also purchased. Other maintenance works completed include annual cleaning and servicing of all jetties, purchase of new chairs and vacuum cleaner for the berth holder lounge and Logix survey for stray current.

Planned maintenance for 2019/2020 include the labour component of resurfacing Jetty 1 and materials and labour for the resurfacing of Jetty 2 if time permits; annual servicing and cleaning of all jetties; as well as the commencing the progressive upgrade of power outlets to 'screw-in' type. A concrete pad is currently being installed on the south side of the berth holder facility to house a picnic table. Quotes are also being requested to assess budget required to concrete all pathways between the jetties and berth holder facility.

Occupancy for the marina hovers between 88% and 91% with the only availability for vessels up to 10m. Waiting lists are in place for all berths 12m and over.

### **Emergency Evacuation**

Council advised for any emergency at the marina, the first point of contact is 000. Then Council should be contacted.

Email information regarding Marina Emergency Evacuation will be forwarded in the coming weeks.

A berth holder asked if there was any audible warning systems – Council vehicles are equipped with lights and horn.

### **Marina Consultative Committee**

Council advised there was a vacant position for a berth holder representative and requested if anyone was interested, there were forms available here today as expressions of interest close on Monday 11<sup>th</sup> November.

### **General Business**

A berth holder asked for an update on CCTV.

Council advised we have been working on this for some time now as Council have some strict legislative barriers. A Policy is now in place. Council IT have conducted a review of Council areas requiring CCTV of which Marinas have been included and capital bids are in place for Council approval. The cameras are not monitored. Where incidents have occurred, a request to Council will be required for Vic Police to view footage and action as required. Roll out proposed from January 2021.

A berth holder asked if these will be pointed at the water as well as the shore.

Council advised the cameras will have 360 degree view.

A berth holder asked if the gate locking system is on NBN as the Motor Cruiser Club has NBN within the facility.

Council have taken this on notice and will advise

A berth holder asked for an update on permanent attachment to shore power.

Council advised Policy is currently awaiting Council adoption. Ruling will be no full time power however past agreements will be assessed on case by case basis. Notice for commencement will be advised via email and/or Newsletter.

A berth holder asked about the power issues identified from the Logix report.

Council advised there were no problems through shore power however possible via other vessels.

Cr Ellis thanked all for attending and closed the meeting at 2:30pm.

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