



METUNG MARINA & CHINAMAN'S CREEK MARINA ANNUAL BERTH HOLDER MEETING NOTES

9 November 2019

Venue: Metung Yacht Club

9:00 am

1. Staff and Councillor(s) Introduction

John Morton chaired the meeting and introduced Marina Consultative Committee members and Council staff present.

Apologies

Cr Ellis, Cr Toohey

East Gippsland Shire Councillors present

Name	Position
NIL	

East Gippsland Shire Council Staff present

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

Berth Holders Present

Neil Hopkins	Berth Holder and Marina Consultative Committee berth holder representative
Bill Newcomen	Berth Holder and Marina Consultative Committee berth holder representative
Peter Harvey	Berth Holder
Ken Barlow	Berth Holder
Vic Smith	Berth Holder
'Tuna' Smith	Berth Holder
Kevin Howlett	Berth Holder
Peter Leroy	Berth Holder
Zafer Senova	Berth Holder
Michael & Gaye Quinton	Berth Holder
Fred Van de velde	Berth Holder
Janet and Ian Eldridge	Berth Holder
Max Young	Berth Holder representative
Michael Hack	Metung Yacht Club Treasurer

2018-2019 Annual Budget Performance Report

Metung Marina

Income

Licencing \$ 155,685

O & M Fees \$ 42,487

Total \$ 198,172

Expenditure & deductions

O & M Expenses \$ 298,203 – includes \$208K to be claimed through insurance

Council Rates \$ 38,501

Land Tax \$ 877

Depreciations \$ 110,751

*Finance Expense \$ 31,721

Total \$ 480,053

Result - \$ 281,882

*Finance Expense – interest paid on Marina loan

Metung Operations and Maintenance

O & M Fees	\$ 42,487
Direct O & M Expenses	
Employee Costs – Direct Operations	\$ 37,644
Contractual Service Expense	\$ 185,850
Materials and Utilities Expense	\$ 7,338
Miscellaneous operations / insurance premiums	\$ 6,090
Administration Costs & Corporate Overhead allocation	\$ 56,909
Total	\$ 298,204
Result	- \$ 255,717

Metung incurred a loss of \$255K of which \$208K has been submitted for claim through Council's insurer. Occupancy has risen from 57% last year's report to 74% at the 1st of November this year.

Chinaman's Creek Marina

Income	
Licencing	\$ 35,313
O & M Fees	\$ 24,116
Total	\$ 59,429
Expenditure & deductions	
O & M Expenses	\$ 36,188
Council Rates	\$ 2,937
Land Tax	\$ 275
Depreciation	\$ 13,656
Total	\$ 53,056
Result	\$ 6,373

Chinaman's Creek Operations and Maintenance

O & M Fees	\$ 24,116
Direct O & M Expenses	
Employee Costs – Direct Operations	\$ 19,849
Contractual Service Expense	\$ 6,472
Materials and Utilities Expense	\$ 1,249
Miscellaneous operations / insurance premiums	\$ -
Administration Costs & Corporate Overhead allocation	\$ 8,619
Total	\$ 36,189
Result	- \$ 12,073

Chinaman's Creek incurred a loss of \$12,073.

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

Expense Category	Explanation
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 for both Metung and Chinaman's Creek marinas will remain the same as the previous year and all have been adopted by Council and Signed off by the Ministers and are available on the website. A valuation is due to be conducted for the 2020/2021 Fees.

Operations and Maintenance Report

Council reported maintenance works completed in the past 12 months and planned future maintenance works:

Metung 2018/19 Maintenance conducted

- Installed additional mesh and Perspex security panels at main gate
- Upgraded RCD at security gate to resolve power outage issues
- Replaced missing baggage trolley
- Hoist- 6 monthly servicing schedule
- Ad-hoc Plumbing and Electrical repairs
- Annual Maintenance and cleaning of jetties
- Logix survey for stray current
-

Plus storm damage repairs – to be reimbursed by Insurer

- Replacement of 5 damaged pontoons

- Replacement of all hinges
- Purchase of an additional pile on finger B1/2
- Replaced 2 fire hose reels
- Associated reconnection of power and water

Chinaman's Creek 2018/19 Maintenance conducted

- Replaced 4 solar lights
- Dinghy rack relocation as part of Metung Boardwalk extension
- Annual cleaning and Maintenance Program

Planned maintenance for 2019/20

Metung:

- Installation of stern piles – floating jetty pens
- Concept and design for amenities block

Hardstand:

- Concept and design for refurbishment of jetty to include wave attenuator

Chinaman's Creek:

- Installation of safety equipment – life rings and fire extinguishers

All:

- Annual cleaning – removal barnacles and pressure wash floating
- Annual service – fittings, etc

Potential works to be investigated:

- Metung – realignment of finger jetty ladders – outer jetty
- Metung – installation of underwater wave attenuation B26/27

A berth holder asked if lighting at the Hardstand and car park could be investigated for upgrade.

Council will undertake a risk assessment and follow up if deemed necessary.

A berth holder asked about CCTV for the marina and hard stand.

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. Currently there is a plan for 30 days of footage to be stored however this can be negotiated. Roll out proposed from January 2021.

Metung Marina Repairs and upgrade

Council advised all repairs have been made to the floating jetty other than a couple of minor cosmetic items. The upgrade to install stern piles between each berth on the floating jetty are yet to start. Clive Bury has been awarded this project and all materials have been ordered and have been prepared for installation at his Slipway. Installation will commence as soon as possible with minimal disruption to berth holders.

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.

Marina Consultative Committee

Council advised there was two vacant positions for berth holder representatives and requested if anyone was interested, there were forms available here today as expressions of interest close on Monday 11th November.

The committee consists of two Councillors and three berth holder representatives from Slip Bight Marina and three berth holder representatives from Metung and Chinaman's Creek marinas collectively. They meet 4 times a year to consult on marina issues.

General Business

A berth holder reiterated the need for more security such as the CCTV as a large amount of fuel was syphoned from their vessel. Police and insurance will be advised. Another berth holder questioned the timing for the CCTV to be installed.

Council advised there was a capital bid for funding submitted with high priority. Tender expected to be awarded next June then the areas of Council will be prioritised for the roll out to commence January 2021.

A berth holder asked about a timeline for the stern piles for the floating marina.

Council advised this will be determined at the first contractor meeting.

A berth holder advised the race boats were unable to use the floating pontoon and there was insufficient room on the jetty for boats waiting for the crane.

Council advised we are seeking concept design for the attenuating jetty which will take a couple of years. In the meantime, we would improve the existing floating jetty in the next 6-12 months to accommodate the racing vessels.

John Morton thanked all for attending, reminded all berth holder of their Marina Consultative Committee representatives and closed the meeting at 10.00am
