

December 6, 2017 Dock Committee Meeting (DCM)

Chris Churchill, Houston Clinch and Mary Wingfield met to discuss ways to improve the BDA/city interface for boat placements and dock installation. Chris provided an outline of things to discuss to get the Birchwood Dock Assn (BDA) and the city “on the same page.”

The committee stressed that communication is key to ensuring a positive outcome, plus streamlining the application/renewal process is necessary to ensure maximum use and efficiency in awarding boat slips. The council expectation is the committee would function on a long-term basis (with the idea of adding two “at-large” members to round out the committee once the immediate concerns for 2018 are addressed).

We worked through the BDA Bylaws to address the fact the BDA is a quasi-public organization and should abide by all the rules governing officers, meeting notice, regular meetings, and providing minutes and accounting to the city council and to be on file at city hall for public review. Membership was amended to acknowledge that every resident/property owner is a member of the BDA.

Other issues brought up included collection of fees (deadlines, point of collection, one yearly fee, proof of insurance policies to be submitted by users), ensuring the BDA maintains a good neighbor relationship with all involved, and the need to create a one page information sheet for any potential applicants.

We also decided we would look to refining the waitlist process as it is confusing and time consuming and awkward in its application. Reviewing what other municipalities do should give us some guidance on that.

Chris noted there were 24 boat slip users last year. Mary thought there were only 18 paying slip holders. The city administrator needs to verify the discrepancy.

Also, there was discussion about Elm having two slips, but has had four in previous “normal” water years. The committee will be addressing what to do about this for 2018.

We discussed the issue of the \$1,000,000 insurance policy and what is needed to comply with this code provision. The thought was users need to buy an “umbrella policy” to cover their lifts when they are used and stored off their residential property.

There was no discussion of fees, although Chris stated the BDA would be looking to contract with a private company to install the lifts and docks next year. He anticipated that fee would be \$10,000.

The net result is Mary will put forward code changes to address the deadlines and confusing provisions, to be distributed by Tobin to the other committee members. Chris will work on making sure all the slip holders are contacted immediately to determine how many renewals there are and if there will be any openings for 2018. The goal is to have all fees paid by February 1, 2018 to the city and proof of insurance is provided. If there are any slips still available, the new applicants will then be contacted to guarantee all slips are filled by March 1, 2018.

Next committee meeting: December 20, 2017 7 PM.