



**Bayport Marina Association
Board of Directors Meeting
Thursday, February 16, 2023
6:30 PM – 8:30 PM
Via Zoom**

Member	Present	Remote	Absent
Rachael Harvey (Commodore)	X		
Meredith Pederson (Vice Commodore)	X		
John Gagich (Treasure)	X		
Katy Baune (Secretary)	X		
Jason Fabio (Chair)	X		
Don Grimm (Chair)	X		
William Given (Chair)		X	
Bryan Wilkinson (Chair)	X		
Erik Westgard (Chair)	X		
BMA Staff/Guests	Present	Remote	Absent
Kori Derrick-Cisewski (General Manager)	X		

1. **Check-In** (all)
2. **Consent Agenda – discussion/approval:** January minutes, January financials and GM report (all)
 - a. Discussion of Group 41 expenses to charge a late fee for each invoice. Suggestion is to check with our attorney to determine if a late fee could be implemented in addition to finance charges.
 - b. Consent agenda motion to approve by Don Grimm and seconded by Jason Fabio at 6:46pm. All in approval.
3. **Status of CI Stewardship Circles:**
 - a. Landscaping (Kori)
 - i. Kori followed up with White Bear Lawn and Snow. They will begin cutting all trees 6” and under trees on the bank within the next couple weeks. The first section that they begin taking trees down will have their trees planted as soon as we can determine spring weather that is conducive to planting. They are also working on rendering drawings so the board can approve the plants.
 - b. Service Building Expansion (Rachael)
 - i. Need to figure out how to get around the impervious surface requirement, if possible.
 - ii. Shipping containers for storage needs to be evaluated and priced. Kori believe four would fit on the existing pad, or we could use the space north of the Tuff Shed to spread them out and use the space between to park the Marina trucks. Once the siding is finished, the crew will begin working on this along with prepping for covers.
 - c. Improving Access to Docks (Eric Pederson)

- i. Quote received from River City Welding and it was quite a shock as the price was over 50% higher than a prior received quote. Final quote came in at \$126,702.50. Difference comes from change in previous design. The design now includes adding six piles and an additional ramp. There is an assumption that having the actual elevations was also a factor in the price increase.
 - ii. When Kori was in Florida, she met an engineer from Nordic Group who builds Marine docks and rampways. They are putting the ADA ramp in at the Paddleboats in Stillwater. Eric and Kori met with them yesterday so that we can get another design proposal and confirm the appropriate price for an ADA ramp. We are waiting to hear back on what their cost to design a concept for us is. If we do not go with River City Welding, we will owe then \$650 for their design.
 - iii. There may be a grant available that we are looking into; however, with the grant requirements, it would take time and could potentially delay the project. We should reach out to members to see if anyone has experience with grant writing.
 - iv. Kori and Eric would like to go back to Let's Go Fishing to review this proposal so that they are aware of the work we are doing and get in writing the amount that they can contribute (previously stated \$30K).
- d. Clubhouse Remodel (Jason)
- i. Kori and Jason met to review Kori's concerns about maintenance concerns, primarily in the bathrooms. Jason gave Kori a couple of architects/designers to review these projects holistically so that no downstream items are impacted negatively (i.e.: impervious coverage, etc.) There are some small incremental improvements for the clubhouse now, so the mood has overall improved.
- e. Dredging (Kori)
- i. Kori got the proposal back from LS Marine Services for dredging. The costs are as follows:
3,720 cubic yards would need to be removed for 7 feet. **7' = \$233,720**
6,605 cubic yards would need to be removed for 7.5 feet. **7.5' = \$383,915**
 - ii. Cost difference is mainly driven by fuel and labor costs. When Nick drove boats through the channel for haul out, he said he noticed he hit bottom once in a sailboat with a 6.5' keel. Most boats in the marina are drafting at 5 feet, sailboats closer to 6. When the time comes to dredge we can make a decision at that time on what to dredge to. Per Erik, speaking on behalf of sail boaters, 7' should be sufficient.
 - iii. Discussion around doing maintenance projects to shave down higher point areas would be of interest. Kori can check to see if there are any other projects on the river and if this could be a possibility since the mobility cost is so high.
 - iv. Board believes that we should be saving towards this project in either its own reserve account or the broader account, if we put this into the broader account how do we manage if we have multiple events that need capital funding (i.e.: new fuel tanks, etc.).
 - v. **DECISION FOR FUTURE PLANNING:** In Oct/Nov. evaluate profits to determine how to fund the general reserve fund. The reserve fund should hold 6 months expenses (\$600/\$700k). This should be an ongoing review to fund this account after all profits are determined.
 - vi. Erik would like to send these graphics out to the members, with that being said, the request from the other board is to include a trend on water levels for the last 10 years or so.
 - vii. Question around what is causing the extra silt in the harbor. There are two drains from Highway 95, recommendation is to go to MN Dot to ask if we are eligible for state funding to help cover the expense of dredging due to this runoff.
- f. WiFi (Erik)

- i. Kori emailed the WiFi tech company after January board meeting decisions to confirm moving forward with B-Dock addition. Down payment was provided, and work will begin in the spring when the docks are clear of snow.

4. Other Business

- a. Board Succession Planning – Four open board positions for July 2023
 - i. Directors that will be completing their three-year term: Meredith, John, Bill & Jason
 - ii. Meredith and John plan to re-run.
 - iii. Jason is considering re-running.
 - iv. Kori reached out to Dave Peterka, and he is coming to discuss with her tomorrow.
 - v. Erik is recommending Todd Rosengren, if we need a fourth.
- b. LA Group (Land at end of D-Dock) Cross easement Update (Kori)
 - i. Bill was going back to their lawyer to relay what was said in the last meeting. There hasn't been any further conversation as of yet.
- c. Overnight Security Company Update
 - i. At the boat show Kori did not have much luck with security conversations. Stillwater Marina was surprised at the cost from the Washington County Sheriffs and are planning to discuss changing to ADS at this month's board meeting. They inquired if we would cover the entire cost during the winter and Stillwater would split with us during the Summer. We said we would discuss further, if they are serious about using ADS.
- d. Floating Boat Lifts (Jason)
 - i. Idea for boat lifts (Sunstream) for wake/cruiser styles boats. Recommendation is Marina purchases the lift(s) and determine how to outlay the purchase cost. Then members could rent them lifts out.
 - ii. Bryan can put together a pro-forma business case, recommendation is to depreciate it for five years. Jason will get the exact cost and other details for Bryan to perform his pro-forma
 - iii. Kori will look into the insurance piece (who insures, etc.) Storage would need to be determined as well; could it stay in the harbor over winter?

5. Member Forum (if needed)

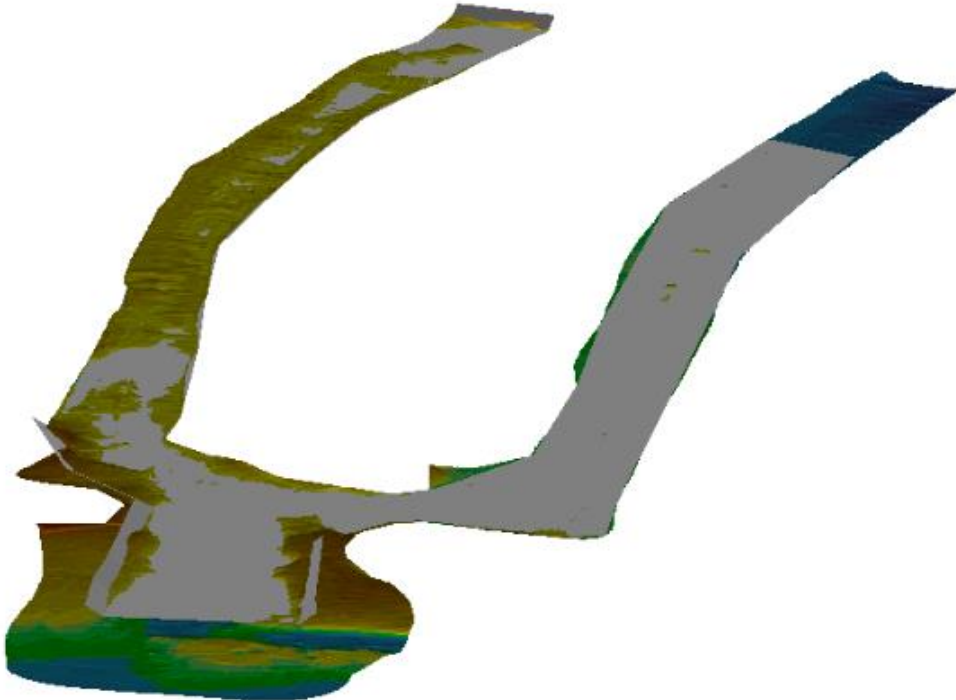
- a. Meredith brought up that the transient boater that was blocked for the last season, would be eligible to start renting transient dockage again. They are looking for places to rent because St. Croix Marina told them they were not able to rent unless it was only one weekend a month. Concern that they come back to us. Reservations are made through Docwa, we are at liberty to decline or reserve for only certain dates. We can also cancel future reservations. Kori would like to only let them reserve one reservation at a time.
- b. Kasco finished up bubbler testing and bubblers are now removed. As a thank you, we have three conversion kits (\$1800 value) for our bubblers as well as paying for their portion of the electricity.
- c. Tremendous effort of Kori to get her CMM (WOOHOOO!) Throughout the whole country there are less than 2% of Marina Managers who have completed this training. One of two people in the entire country that holds both a CMO and CMM. Nick went along to the AMI Conference this year, plan for Ellsa to go next year.
- d. Open position update; service admin/writer position had two interviews and neither were a good fit. Planning to fill with someone who has served at the fuel dock over the past couple of years as an intern. Looking into head hunter for the canvas position. Would like to continue seeking technician help to prepare for the future and retirements.

6. Executive Session (if needed) – None needed.

7. **Adjourn**

Motion to adjourn Katy Baune.

7' Map



7.5' Map

