

October 15, 2013

**Workshop Meeting
5:00 P.M.**

**Commission Chamber
City Hall
Port St. Joe, Florida**



City of Port St. Joe

MeI Magidson, Mayor-Commissioner
William Thursbay, Commissioner, Group I
Bo Patterson, Commissioner, Group II
Phil McCroan, Commissioner, Group III
Rex Buzzett, Commissioner, Group IV

[All persons are invited to attend these meetings. Any person who decides to appeal any decision made by the Commission with respect to any matter considered at said meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The Board of City Commission of the City of Port St. Joe, Florida will not provide a verbatim record of this meeting.]

BOARD OF CITY COMMISSION

Workshop Meeting

5:00 P.M.

Commission Chamber, City Hall

Tuesday October 15, 2013

Call to Order

Agenda

Boat Ramp Fees

Citizens to be Heard

Discussion Items by Commissioners

Motion to Adjourn

Boat Launch User Fee

The following is a presentation reviewing a proposed boat launch fees and fee collection systems. The proposed fees are \$10.00 day, Annual-Gulf County Resident Fee \$10.00 and Annual-Non-Resident \$100.00. Residents must provide proof of residency, picture ID, and boat and trailer registration. The day user would receive a ticket or stub to display and annual user would receive sticker permits. The daily fee collection systems ranged from a self-register envelope deposit box to automated ticket dispensing machines similar those used at parking lots. The least expensive was the Iron Ranger, \$1,500 per box. The Iron Ranger is a onetime cost without any maintenance or utility fees. The daily fee would be implemented, to a great extent, on the '*honor system*' as there would not be a paid attendant to collect the fees. Police Department or Code Enforcement Inspector would check the boat launch approximately twice a day to verify payment. Any violation of this ordinance shall result in a \$150.00 fine for the first offense and a \$250 fine for each subsequent offense. Due to the expensive cost of the automated systems the City staff recommends starting the program with the less expensive *Iron Ranger box system*. One issue with this system would be when the boaters did not have exact change or currency.

The income from the ramp could be dedicated to the maintenance of the existing facility or to the construction of a new ramp.

City staff would implement public announcements about the proposed boat launch fee by sending letters to the fishermen's clubs, yacht clubs and marina. They would also post signs at the launch ramp prior to implementation of the new fee. The City would provide a press release for the website and in the newspapers. Another idea would be to pass out flyers to boaters that a boat launch fee will soon be imposed.

The proposed boat launch fee would require the passing of an ordinance to create a launch fee. Question: Can the Amendment allow citation authority for the Code Enforcement Inspector? This might be an option and allows enforcement without demand on the Police Department. The proposed fee is a launch fee and not a parking fee. Question: Will the collection of the fee by the honor system work without an attendant to collect the fee and without strict enforcement people will choose not to pay the nominal fee?

Recommendation:

The City staff recommends that the matter be brought to the public in the form of a workshop after the drafting an ordinance. Recommendation to initiate a pilot program with a boat launches ramp fee structure as recommended by staff, with daily fees collected by an Iron Ranger self-register envelope deposit box using the '*honor system*' and that this pilot program be reviewed in six months.

Iron Rangers



Fee Collection Equipment

For
DONATION SITES
CAMPGROUNDS, DAY USE FACILITIES,
LAUNCH RAMPS, PARKING LOTS, TRAIL HEADS, (And
Special Applications)

- [Home](#)
- [Standard Models](#)
- [Special Applications](#)

FS836 Shell / FS836A Insert Series: Designed for remote locations. This series is a proven design with 40+ years of development and improvements, it resists the most interested vandal. These safes feature **dual accountability**, allowing one person pick up of funds, with two person accountability. This series has estimated capacity of 220 filled envelopes.

Note: Our **dual accountability** security locking system allows removal of Insert from Shell at the site with separately keyed access slide locks to be removed back at headquarters. A second Insert is installed as the other is removed.



(Left) FS836 Shell and Insert installed, Martin Brown finish. (Right) View of access port on rear of shell
Note: Shells are not mounted as recommended.

FS1236 Shell / FS1236A Insert Series: Identical design features as the FS836 series, but with greater capacity, estimated at 600 filled envelopes.



(Left) FS1236 Shell and Insert (Right) FS1236 Shell and Insert with EB1 Mounted

Finish Options for the FS836 / FS1236 Series: Standard finish is Martin Brown powder coat or hot dip Galvanize. This color is shown for the FS81711 Series and the EB-1 Empty Envelope Box on the home page and the picture above. Other powder coat colors are available at an additional charge.

FS81711 Shell / FS81711A Insert Series: This series Fee Safe is lighter duty than the series described above. It is far more protective than it appears and offers built-in features, such as empty envelope storage and a protective writing surface, along with **dual accountability** and a powder coated finish. This series is not recommended for remote locations, as it can sustain damage from a vandal with serious tools.



BOAT LAUNCH PARKING **FEE PROGRAM**

TOP 10 QUESTIONS AND ANSWERS

1 Why are you charging a Boat Launch Parking Fee now?

In the 2009-2010 County Budget the Tillamook County Parks Department's budget designation was changed to a Special Revenue Fund. This means the Parks Department was taken out of the County General Fund budget and will receive no funding from the county. The Parks Department was directed to become "self supporting and operate on the revenues it generates". All the Parks Department facilities have had to start contributing and help, where they can, to pay their way.

2 Is the Parking Fee the same at all the Boat Launch Facilities?

YES! All of the boat launch facilities within the Parking Fee Program have the same fee.

3 What are you going to do with the fees?

The fees collected will help pay for the maintenance of the boat launch facility. Depending on the site they may be used for the following: **Restrooms & Cleaning, Chemical Toilet Rental, Garbage & Litter Pickup & Collection, Utilities e.g. Electricity, Sewer, Water, Vault Pumping, Parking Lot Striping, Asphalt Patching, Gravel Parking Lot Replacement, Chemical Application, Mowing & Weed Eating, Storm Clean-up, Launch Ramp Clean-off, Signage, etc.**

4 How much are the Boat Launch Parking Fees?

The Daily Pass is \$4.00 and is considered a parking fee.

5 What does the Boat Launch Parking Fee cover?

The fee provides for access, parking, and use of the System of Boat Launches

6 How do I pay for the Boat Launch Parking Fee?

There is a \$4.00 Daily Pass and a \$50.00 Annual Pass



\$4.00 Daily Pass – Just fill out the information on a goldenrod Daily Pass Envelope placing the receipt on your vehicles driver's side dash and the envelope with the fee in the Honor Box.

\$50.00 Annual Pass – The Annual Pass is good for one year, from January to December. It is to be displayed in your front windshield by hanging it from the rear view mirror.

7 Where can I buy an Annual Pass?

The \$50.00 Annual Pass is the most economical and convenient option. You can purchase it in person or by telephone.

- A. Barview Jetty County Campground Fee Booth (In Person or Phone 503-322-3522)
 - If you purchase by telephone with a Visa or MasterCard the Annual Pass can be mailed to you
- B. TLC Credit Union – down town Tillamook (In Person)

8 What happens if I forget and don't pay?

There will be Boat Launch Monitors that frequent the sites. They will be looking in the driver's side of the front windshield of each vehicle for either a Daily Pass or an Annual Pass. If no pass is evident then they will take down the vehicles License Number, Make, and Color on a violation envelope and will place it on the vehicles windshield under the driver's side windshield wiper. The Bail Schedule for failure to pay the parking fee is \$90. The violation envelop should be deposited in the honor box with proof that a boat launch fee had already been paid or with a Daily Pass Envelop and \$4.00.

9 Is there a reduced rate for Veterans, Senior Citizens, or Citizens of Disability ADA?

No! The Boat Launch funding programs primary goal is to generate the necessary revenue with the lowest cost fee possible. Because there is little verifiable use history on all but one of the launches no reduced rates were considered.

10 Where can I use the Annual Pass?

The Annual Pass can be used at all Boat Launches maintained and operated by the Tillamook County Park Department, and all TCPD Parks and Recreational areas, and TCPD facilities where a Day-Use fee is charged. The Annual Pass can be used Year-Round.