



## **STAFF REPORT**

**Title:** Policy No. 141-RC-12 - Marina Operations and Allocation Policy Amendment

**Meeting Date:** August 13, 2019

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### **Executive Summary:**

The City of Cold Lake aims to offer affordable and exceptional recreational opportunities to its citizens and users. The City of Cold Lake leases 236 slips at the marina to individuals with vessels each year. Throughout the summer, services at the marina including boat launch and fuel station draw continuous interest from users.

In second quarter of 2019, administration was successful in replacing the existing in-ground fuel tank with an aboveground dual fuel system. The purpose of this report is to inform and engage Council on the changes to the Marina Operations and Allocation policy in response to recent service improvements.

### **Background:**

Administration was successful in replacing the single 15,000 liter in-ground tank with two 4,500 liter aboveground tanks. The existing 15,000 liter offered only a single fuel to marina patrons. The new fuel system compete with a new fuel dispensary station and payment software offers regular and premium grades of fuels.

Updates to the Marina Operations and Allocation policy include:

- Buy Rate definition: Buy Rate refers to the cost to the City to purchase and offer fuel to marina users inclusive of all charges.
- Resale rate: the City will make reasonable efforts to ensure that there is adequate fuel for sale and will manage fuel inventory. Fuel sold by the City to owners of vessels is at a rate equal to the Buy Rate plus twenty percent (20%).
- Administrative procedural matters.

### **Alternatives:**

Council may:

1. Pass a motion to direct administration to update Policy No. 141-RC-12 Marina Operations and Allocation Policy.
2. Pass a motion to direct administration to update Policy No. 141-RC-12 Marina Operations and Allocation Policy as amended.
3. Accept the Policy No. 141-RC-12 Marina Operations and Allocation Policy Amendment report as information.

### **Recommended Action:**



That Council pass a motion to amended Policy No. 141-RC-12, being the Marina Operations and Allocation Policy, as presented.

**Budget Implications (Yes or No):**

Yes

**Submitted by:**

Kevin Nagoya, Chief Administrative Officer