

Kerikeri Cruising Club (KCC) Marina Committee Minutes

Meeting Tuesday 11 February 2025 at the Kerikeri Cruising Club clubhouse, 346 Opito Bay Road, Kerikeri The meeting commenced at 6.00pm

M Lawton (Chair), T Milicich (Deputy Chair), M Carere, A Schuck, D Williams, R Dempster,

M MacDiarmid (attending), M Turner, T Bingham, T Browne (one item)

1 Welcome

Attendees welcomed. Thanks to T Milicich for Chairing the committee in M Lawson's absence.

2 Apologies

I Lipanovic

Resolution	That the apologies above be accepted. Proposed T Milicich /Seconded M Carere: Carried
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3 Confirmation of Previous Meeting Minutes

Resolution	That the minutes of the 10 December 2024 meeting of the Marina Committee be accepted. Proposed M Carere /Seconded D Williams: Carried
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4 Commodore & Vice-Commodore

Goals for the marina:

- Condition Report sets the basis for refurbishment. Refurbishment funding a challenge. The Club is not disputing the Condition Report but wants to have refurbishment options researched to get the best outcome for the marina, this research would be an appropriate task for the Project Manager.
- Reclamation title to be finally resolved & the cost split between the marina licensees & Club members (perhaps Bingham, Carere, Milicich, Brock to brainstorm options), new or extended berths could partly fund a portion of the reclamation cost,
- commercial access to the marina (if managed appropriately)
- catamaran berth – a sounding to be undertaken to see if piles can be driven or require jetting
- Project Manager to look at options for marina replacement e.g. Concrete pontoons, or plastic pontoons
- Refurbishment Fund Levy feedback & next steps (
- in-house refurbishment needs a workspace that's appropriate outside of the RIB shed.

M Turner & T Bingham depart.

5 Commercial Use of Club Marina

T Browne presented to the Marina Committee to request an exemption to embark limited number of clients from the marina i.e. use the Club's marina for commercial purposes (not current policy). The number of passengers between 2-4 occasionally 6pax. Approximately 1-2 a month.

T Browne departs

The Committee discussed the request & agreed that exemptions are problematic. A policy change is preferable as it can be equitably applied.

Resolution	<p>That the Marina Committee recommends to the General Committee that the Club adopts a policy allowing limited commercial use of the marina with the following conditions:</p> <ul style="list-style-type: none"> • up to 10 commercial operators per year, • limit of 10 people per vessel, • limit of 3 parked vehicles per day, • Operators must provide Health & Safety/Risk Management Plan to the Club (including passenger management while embarking/disembarking & alcohol management) • applications via the office for Marina Committee approval • annual fee of \$2,000 per annum for licence holders, or \$5,000 per annum for non-licence holders (payable in advance & non-refundable). <p>Proposed D Williams/Seconded A Schuck: Carried</p>
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6 Health & Safety

A copy of the Safe365 Summary Report attached to this agenda. This report summarises incidents, risks, actions taken & meetings held (under checklists). The Club is just beginning to utilise this tool but already there are improvements in the recording of health & safety information & more importantly response & communication around risks & their management,

7 Maintenance & Refurbishment

Points of interest: timber "fender" installation on the outside of the breakwater completed as approved in 2024.

Plumbing improvements made to the marina building septic system as part of system repair

8 Matters Arising & Refurbishment

8.1 Pile Replacement, T-head Refurbishment & Replacement Gangway

Contractors are commencing works.

D Williams asked if the present piling contract be extended to add piles to 2 of the 12m berths on B-pier to make them 14m-compatible, so that we could be in a position to take advantage of the current lack of demand for 12m berths. Answer: not possible to organise licence transfers for this piling contract however could be an option for future.

8.2 Trolley Signage

Resolution	<p>That the Marina Committee recommends to the General Committee the proposal for sponsorship income from signage on marina trolleys for adoption.</p> <p>Proposed T Milicich/Seconded R Dempster: Carried</p>
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8.3 Extending E Pier Finger Docks

Resolution	That the berth licence holders affected by the Engineers advice relating to the finger dock extension specifications be forwarded the relevant information & given the option on how/if they would like to proceed. Proposed T Milicich/Seconded A Schuck: Carried
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Issue	Who		Status
Financial terms & conditions	T Milicich, I Lipanovic	General Committee has agreed in principle.	
Legal review		Following acceptance in principle by General Committee & confirmation from licensees that they wish to proceed	
Engineered Solution	M MacDiarmid	Circulate engineers options to original four licensees for decision on how they wish to proceed.	

9 Correspondence

From/To	Regarding
J Roberts	Live aboard request (on file)

Resolution	That J Roberts be given permission to liveaboard as requested. Proposed R Dempster/Seconded T Milicich: Carried
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10 Financial

Financial statement circulated.

Resolution	That the financial statement to 31 January 2025 as circulated be accepted. Proposed T Milicich /Seconded A Schuck Carried
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1. Invoices for payment, Credit Card payments & automatic payments

To assist with the annual audit process, invoices for payment & credit card transactions for approval will be circulated as a list with details to the Committee & noted in the agenda & minutes with a total approved/accepted (as per the table below).

	Total Value	Notes
Invoices	\$217,254.39	List circulated with agenda. \$200,372.25 is refurbishment expenses.
Credit Card Transactions	\$854.37	List circulated with agenda
Debtors	\$265,349	Primarily annual fees
Wage reconciliation	\$7,984.41	Monthly reconciliation + \$6,500 automatic payment
Berth Rental	\$14,250.75	Monthly transfer for berth rental account
Refurbishment Fund Contribution	\$150,000	Transfer to KCC Marina Trust for 2 nd instalment of 2024 2025 contribution
Refurbishment Expense Invoices	\$200,372.25	Primarily progress payment for piling replacement

Resolution	That (as noted above) the invoices for payment (plus Safe365 \$402.10), wage reconciliation, credit card transactions, debtors balance be accepted. Proposed T Milicich /Seconded A Schuck: Carried
Resolution	That (as noted above) the invoices for payment to Dixons approved subject to Engineer's (Haigh Workman) approval. Proposed T Milicich /Seconded M Carere: Carried

11 Compliance

December 2024 Seabed Sediment Monitoring Report results (on file). All test sites are compliant with the consents except for the "historic grid". Remedial action at this site is planned with the replacement of the fuel jetty.

12 Policy

12.1 E2 Catamaran Extension

Resolution	That the Marina Committee agrees in principle & recommends to the KCC General Committee to changes to pile location to facilitate a catamaran in berth E2, this reconfiguration would required: <ul style="list-style-type: none"> written agreement between the Club & the current licensee that should the licensee occupy the berth with a multi-hull vessel they will pay to the Club an adjustment that reflects the difference between standard width berth licence value & multi-hull berth value (price to be determined at that time), any additional piling costs (e.g. jetting or drilling that would not be necessary in the piles original location) to be at licensees expense if occupied by a multi-hull vessel the berth will attract annual fees (OPEX & refurbishment contributions) & MTP ratio of 1.5 or 1 if a standard monohull Proposed T Milicich/Seconded D Williams: Carried
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13 Licence Transfers

Resolution	That a recommendation be made to the KCC General Committee that the licence transfers for A13 (12m) from Don & Sandra Kemp to Jeff Roberts be approved (signed & sealed) by the Club, subject to receipt of completed paperwork. Proposed T Milicich/Seconded R Dempster: Carried
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Could the 12m berth licensees be moved & then the berths be extended to 14m? There is a waiting list for 14m licences but limited demand for 12m licences.

14 General Business

14.1 Refurbishment Fund Levy

Berth licence maximum transfer price to be regularly published in the Marina Matters newsletter. This may help to address licensee concerns regarding increased fees.

Resolution	That a recommendation be made to the KCC General Committee that in view of the overwhelming support for Refurbishment Fund Levy proposal, the levy be implemented asap. Proposed M Carere/Seconded M Lawson: Carried
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Meeting closed 8.10pm

Next meeting 11 March 2025

Marina Committee usually meets 2nd Tuesday of the month (no meeting January)