



CITY OF TONKA BAY

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ITEM NO. 6B

Memo

To: Mayor and City Council
From: Lindy Crawford, City Administrator
Date: August 25, 2015
Re: Municipal Dock Hearing

Upon direction of the City Council at the August 11th Regular City Council Meeting, staff prepared a notice for hearing for the renter of the municipal dock slip #22. The notice was sent by regular mail and certified mail, return receipt requested, to the renter's last known address on August 13, 2015. The subject of this hearing is a violation of the City of Tonka Bay Municipal Dock Rental Policy regarding non-payment of dock rental fees.

The renter has been notified via certified mail on three different occasions to submit payment of the entire balance of \$3,260 and given a couple of different deadlines to do so. The renter has had two non-sufficient funds check returned and has missed several promised deadlines to clear the balance.

Staff received one payment of \$800 cash on August 3rd. On August 11th, the renter stated they had an additional \$860 set aside to pay towards the outstanding balance. Staff has not collected that amount as we are waiting for Council action to proceed.

If the City collects the second payment there would be an outstanding debt of \$1,600, or half of the payment, left to be paid by the renter. The municipal dock rental season typically runs from May 1-November 1. If the renter removes their boat by August 31st, the renter would have utilized the dock slip for four of the six months possible.

Recommendation

Staff is recommending the City keep the \$800 received on August 3rd and accept the \$860 that the renter has promised to have set aside.

The City should revoke the permit following this hearing and request an additional \$513.34 from the boat renter. The total amount requested would be \$2,173.34, four

months' worth of rent for the dock slip and require the dock slip renter remove the boat absolutely no later than Monday, August 31, 2015.

If the City cannot rent the dock slip for the remaining two months of the rental season then the existing renter shall be responsible for the remaining rental fees.

Council Action

Discuss and determine whether the dock permit should be revoked and how to collect the unpaid rent balance.

Attachments

Municipal Dock Rental Policy