

**Steamboat Wharf Marina**  
**Standard Operating Procedures**  
**Shoreside Facilities and Pet Waste Management**

<b>Department:</b>	Marina Operations	
<b>Procedure:</b>	<b>Shoreside Facilities and Pet Waste Management</b>	
<b>Date Issued:</b>	November	2015
<b>Date Revised:</b>	November	2015

**Purpose of Procedure:** To properly handle restroom and shower facilities management and pet waste at the marina and to avoid any potential environmental impact.

**Steps of (SOP) Standard Operating Procedure:**

**Shoreside Sanitary Facilities**

- Clean restrooms and showers – Restrooms will be cleaned – floors mopped, toilets and urinals cleaned, sinks, mirrors and countertops cleaned, shower stalls cleaned - at the beginning of each day. Paper and soap dispensers will be filled. Trash will be emptied. Staff will check bathrooms hourly and perform additional cleaning and maintenance as necessary. At end of shift, trash will be emptied and paper dispensers will be filled so that customers using facilities after regular office hours will have clean restrooms and necessary supplies.

**Pet Waste Management**

- Customer contract and signage inform all marina customers that pets must be leashed at all times and that feces must be cleaned up and disposed of in trash barrels, which are located at each dock gate.

**Evaluation of Procedure:** The Marina operations manager will inform marina customers via signage, general notice to customers at the beginning of the marina slip season, and clauses in customer contracts. This SOP shall be evaluated annually and updated as necessary.