**Marina Advisory Committee**

**Minutes**

THURSDAY, May 1, 2014

1. **CALL TO ORDER**

The regular meeting of the Marina Advisory Committee was held on the above date in the Public Works Conference Room at City Hall. The meeting was called to order at 5:00 p.m.

1. **ROLL CALL**

Members Present: Kenneth Wright, Ron Babcock, Fred Dickey, Lewis Mitchell,

 Ronald Lee

City Staff Present: Councilman Jesus Malgapo, Fiona Stryker, Roland Rojas

Guests: James Hildebrand, Steve Souza, Tony Adams

1. **APPROVAL OF MINUTES**

 Approved

1. **APPROVAL OF AGENDA**

The agenda was approved.

1. **CORRESPONDENCE**

None

1. **NEW BUSINESS**
	1. Introductions of new committee members
	2. Discussion of new Committee Chair
2. Vote for new Committee Chair will take place at August meeting.
	1. Status of Marina improvements
3. Significant repairs to B dock
4. G dock upgrade to accommodate multi-hull vessels
5. Parking lot lights changed to LED
6. Salvage electrical boxes, transformers, dock light poles, fire boxes
7. Lumber purchased for repair of I & H dock.
8. New Marina software installed- Go date 5/2/14
9. J & K dock estimates received (bracket repairs); The Marina is looking at the possibility of using staff to do repairs.
10. Life Rings installed
11. New Bark
	1. Department of Boating & Waterways Grant award to Marina
12. $40,000 grant award received for sunken & derelict vessel removal.
	1. New security guard hours
	2. Security guard is on duty from 8:00 p.m. through 4:30 a.m.
	3. New fuel dock hours
		* 1. Fuel dock is open Monday through Friday from 7:00 a.m. through 3:00 p.m. and is closed on weekends.
			2. If there is an event that justifies opening the fuel dock on an occasional weekend, management will consider accommodating.
	4. Customer outreach
		* 1. There is a quarterly newsletter that is now being done by and either mailed with billing statements and / or put on the City of Vallejo website.
13. **OLD BUSINESS**
14. **Report on berther insurance & registration:** Marina staff enlisted the help of the Solano County Sheriff Marine Patrol Unit to perform annual dock walks. The new marina software helps with accurate reporting system for expired policies and registration.
15. **Report on status of berth / storage:** Occupancy rate for boats is at 40%. Sheds still to be demolished. Customers will vacate by December 31, 2014.
16. **Report on Marina Security (incident report):** Nothing to report
17. **Confirmation of next meeting date:** August 7, 2014
18. **COMMUNITY FORUM**
	* + 1. Steve Souza – introduced himself. He is proposing to bring more revenue & positive attention to the Marina by way of kayaking. He is interested in the Marina allowing a large number of customers to pay for storage at the Marina. Glen Cove has areas to lock up kayaks and Marina staff will view that Marina to see what they are offering those customers.
			2. Lewis Mitchell - introduced himself. He is asking on behalf of the Yacht Club for overflow berthing. He said that Yacht Club cannot accommodate all of their requests. Management & Marina staff mentioned that we have several customers already in our Marina that are also Yacht Club members.
19. **STAFF COMMENTS**
20. Fiona Strykers made clear the purpose of the Marina Advisory Committee. She also recommended that all committee members review and follow the Resolution No. 02-362. Also she recommended that committee members read the Brown act and follow it accordingly. She advised committee members that Marina staff is not to meet privately with committee members to discuss Marina business.
21. Fiona Strykers answered concerns regarding filling the Harbormaster position. She mentioned that she is pleased with the staff that is currently handling the administrative duties in the office.
22. **CHAIRPERSON’S AND COMMITTEE MEMBER’S REPORTS/AGENDA REQUEST**
23. None

11)  **LIAISON COMMENTS**

* 1. Councilman Malgapo mentioned that at the beginning of the year the Committee was struggling to get a quorum and also to get new appointments. He is happy that the Mayor has moved along the process and encouraged the new committee members to be active in the committee.
	2. Councilman Malgapo continues to be very pleased with the current staff at the Marina. Councilman Malgapo is ensuring that he will monitor and protect the $300k per year that is allocated for dredge money from tax measures.

12) **ADJOURNMENT**

 The meeting was adjourned at 6:25 p.m.