**MARINA ADVISORY COMMITTEE**

**REGULAR MEETING MINUTES**

**Public Works Conference Room**

**May 5, 2016**

**1. CALL TO ORDER**

The meeting was called to order by: Marina Advisory Committee Chair Ken Wright at 5:03 p.m.

**2. ROLL CALL**

**Members Present:** Councilman Jess Malgapo, Kenneth Wright, James Hildebrand, Ron Lee, Tuuli Messer-Bookman, Ron Babcock, Fred Dickey

**Staff Present:** Fiona Strykers, Kimberley Lindo

**Guest:** Barry Bookman

**3.** **APPROVAL OF MINUTES**

By motion, minutes approved.

**4. APPROVAL OF AGENDA**

By motion, agenda approved.

**5. ASSISTANT PUBLIC WORKS DIRECTOR / MAINTENANCE SUPERINTENDENT REPORT**

A verbal report was given by Assistant Public Works Director, Fiona Strykers. Public Works week is scheduled for mid-month in May. We have invited the community to visit the Marina on May 15th and 16th. We will have booths set up reflecting each department in Public Works. The Marina has also invited the following to set up booths for the event: Solano County Sheriff Department Marine Patrol Unit, Coast Guard, Fishery Foundation, and commercial crab boats (if available). Several hundred students will be arriving to tour the Marina during this time.

**6. WRITTEN COMMUNICATION** - None

**7. NEW BUSINESS**

1. **Informational Report on Tentative Marina Projects**

A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. H dock is still being repaired / rebuilt. We will be transitioning the remaining key fob processors to go live with the new processors. We have to transition B, C, J & K dock as well as the 42 Harbor building and K dock restrooms.

1. **Informational Report on Dredging**

A Verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. The survey was complete on J dock and the fairway. The target dredge area is J dock. Committee members who are berthers expressed concern as to why the 56’ slips were not on the dredge map. Marina staff has met with a University of Hawaii robotics dredge team and they are interested in testing a prototype here in the Marina. However, it is unlikely that they will be able to get permits from all of the required agencies by the dredge window.

1. **Informational Report on Berth Rate Increase**

A verbal report was given by Assistant Public Works Director, Fiona Strykers. The Marina has posted and mailed notices informing berthers of the proposed fee increases. There are concerns from the committee members over increasing the rates, while there is a tremendous amount of silt in the Marina. Fiona Strykers explained that there is still operational costs that need to be paid. There is also a service debt from prior dredging that amounts to $700k each year. The Marina berthing fees are still comparable to other Bay Area marinas and management is moving forward with a proposal to City Council on May 24th to raise berthing rates.

**8. OLD BUSINESS**

1. **Status Report on Marina Improvements**

A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. H dock is still being repaired / rebuilt. The #7 restroom doors are now ADA compliant. We have purchased a new software system and the following gates have been transferred to the new system: D, E, F, G, H, and I dock.

B. **Informational Report on Wi-Fi & Cameras**

A Verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. Limited Wi-Fi is still only available to where the antenna reaches. Regarding Cameras, there is a camera on the roof of J dock. We are still waiting for the Information Technology Department to move forward with the install of cameras that will cover all of the Marina parking lots and gates.

C. **Report on Marina Security (incident report)**

A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo.

D. **Report on berther insurance & registration**

A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. Expired insurance is a continuous issue, due to the fact that insurance policies lapse throughout the entire year and sometimes customers forget to provide a copy.

**9. CONFIRMATION OF NEXT MEETING DATE**

August 4, 2016 was confirmed by the committee members.

**10. COMMUNITY FORUM**

Committee members discussed the Adhoc Committee wanting to eliminate the Marina Advisory Committee. Guest Barry Bookman discussed GFCI dock pedestal at the Marina and informed the committee that the codes were regulated nationally. Barry Bookman also mentioned that social media would be a good idea for the Marina.

**11. STAFF COMMENTS**

Acting Senior Customer Service Rep, Kimberley Lindo discussed the Adhoc Committee moving towards eliminating the Marina Advisory Committee. Concerns were expressed to the Committee that the committee serves no purpose except to meet quarterly. The Committee does not collect and relay any information from the berthers nor do they relay any information to the berthers.

**12. CHAIRPERSON’S & COMMITTEE MEMBER’S REPORTS/AGENDA REQUESTS**

None

**13. LIAISON COMMENTS**

Councilman Malgapo mentioned that the Adhoc Committee on City Commissions recommended eliminating the Marina Advisory Committee but he still opposes this. The Committee was created by a resolution and members were appointed by the Mayor so that the berthers would have a voice. The committee only meets once a quarter, at minimal cost to the City. Councilman Malgapo requests that Committee members who are in favor of keeping the Marina Advisory Committee go to the next City Council meeting and speak in favor of the Committee.

**14. ADJOURNMENT –** The meeting was adjourned at 6:16 p.m.