



AGENDA

MARINA ADVISORY COMMITTEE REGULAR MEETING – 5:00 P.M

Ken Wright, Chairperson
James Hildebrand, Vice Chair
Ron Babcock
Fred Dickey
Ronald Lee
Tuuli Messer-Bookman
Lewis Mitchell

Public Works Conference Room
Fourth Floor
City Hall
555 Santa Clara Street
Vallejo, CA 94590

February 4, 2016


This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Marina Advisory Committee without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item of interest to them provided they are first recognized by the presiding officer. Members of the public wishing to be so recognized are requested to submit a completed speaker card to the Executive Secretary of the Committee prior to the consideration of the item.

Those wishing to address the Marina Advisory Committee on any matter for which another opportunity to speak is not provided on the AGENDA but which is within the jurisdiction of Marina Advisory Committee to resolve may come forward to the podium during the "COMMUNITY FORUM" portion of the AGENDA.

Members of the public have the right to speak on any item on this agenda. Those wishing to address the Marina Advisory Committee: 1) during the Community Forum are limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300; and 2) on a Consent Calendar item are limited to three minutes pursuant to Vallejo Municipal Code Section 2.02.310.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Marina Advisory Committee will be available for public inspection at 42 Harbor Way at the same time that the public records are distributed or made available to the Marina Advisory Committee. Such documents may also be available on the City of Vallejo website at www.ci.vallejo.ca.us subject to staff's ability to post the documents prior to the meeting.

	<p>Vallejo Public Works Conference Room is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the Vallejo Marina office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.</p>
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If you have any questions regarding any of the following agenda items, please call the Marina office at (707) 648-4370.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE MINUTES – By motion**
 - A. **Approval of the November 5, 2015 meeting minutes**
Recommendation: By motion, approve the minutes of the November 5, 2015 regular meeting.
4. **APPROVAL OF AGENDA – By motion**
5. **ASSISTANT PUBLIC WORKS DIRECTOR /MAINTENANCE SUPERINTENDENT REPORT**
6. **WRITTEN COMMUNICATIONS**
7. **OLD BUSINESS:**
 - A. **Status Report on Marina Improvements**
Recommendation: Verbal report will be provided by staff. Informational item only and no action is required.
 - B. **Informational Report on Wi-Fi & Camera**
Recommendation: Verbal report will be provided by staff. Informational item only and no action is required.
 - C. **Informational Report on Marina Security**
Recommendation: Verbal incident report will be provided by staff. Informational item only and no action is required.
 - D. **Report on berth insurance & registration**
Recommendation: Verbal report will be provided by staff. Informational item only and no action is required.
8. **NEW BUSINESS:**
 - A. **Informational Report on Tentative Marina Projects**
Recommendation: Verbal report will be provided by staff. Informational item only and action is not required.
 - B. **Informational Report on Dredging**
Recommendation: Verbal report will be provided by staff. Informational item only and action is not required.
9. **CONFIRMATION OF NEXT MEETING DATE**
10. **COMMUNITY FORUM**

NOTICE: This item provides the public an opportunity to address the Committee. Remarks should be confined to matters within the Committee's ability to resolve. Fifteen minutes are set aside for this purpose with each speaker allowed three minutes.

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11. **CHAIRPERSON'S AND COMMITTEE MEMBER'S REPORTS / AGENDA REQUESTS**
 - A. NOTICE: No action or discussion will take place with respect to brief announcements, oral reports, or agenda requests as listed above.
 12. **COUNCILMEMBER LIAISON REPORT**
 13. **ADJOURNMENT**

I, Kimberley Lindo, Marina Staff, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Marina Advisory Committee, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 10:00 a.m., January 22, 2016.

Dated: January 22, 2016



Kimberley Lindo, Marina Staff

**MARINA ADVISORY COMMITTEE
REGULAR MEETING MINUTES
Public Works Conference Room
November 5, 2015**

1. **CALL TO ORDER**
The meeting was called to order by: Marina Advisory Committee Chair Ken Wright at 5:05 p.m.
2. **ROLL CALL**
Members Present: Kenneth Wright, Ron Lee, Lewis Mitchell, Ron Babcock
Staff Present: Kimberley Lindo
Guest: Tony Adams
3. **APPROVAL OF MINUTES**
By motion, minutes approved.
4. **APPROVAL OF AGENDA**
By motion, agenda approved.
5. **CORRESPONDENCE** - None
6. **NEW BUSINESS** -None
7. **OLD BUSINESS**
 - A. **Status Report on Marina Improvements**
A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. 42 Harbor Way and # 7 Harbor Way roof repairs are complete; # 7 Harbor Way remodeling upstairs completed; I Dock 1640' of decking completed; New gangways installed G & H dock; J dock led lights; ADA doors #7 building; foam replaced on sections of I, D, E & G dock; removed fingers on D dock for side ties; repaired whaler boards and water line on J dock; sewer lift station hydro and grease cleanout; cleared all sewer lines in all lots (17 total); laundry room LED lights; installed 4 new outer sea wall solar marine lights; installed bird spikes on K dock entrance; striped all parking lots; inspected over 400 hose-bibs; inspected all dock box lights; labeled all electrical panels & transformers.
 - B. **Informational Report on Wi-Fi & Cameras**
A Verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. Status of vendor quote was extremely high; camera project still pending at this time.
 - C. **Status Report on Kayak (rowboat) Monthly Storage Available**
A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. The marina was directed by supervisors to begin promotion for kayakers. Pay for 6 months up front and get 6 months free. Kayak storage is still available at the current rowboat rate, which is \$27.50 per month.

- E. **Report on Marina Security (incident report)**
A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. A new gate security system will be installed soon. We will be focusing on docks H & I for initial install. Incident report handed out to committee by Marina Administrative Staff.

 - F. **Report on berth insurance & registration**
A verbal report was given by Acting Senior Customer Service Rep, Kimberley Lindo. There were still approximately 60 customers that are not compliant with the insurance & registration policy; expired insurance is a continuous issue only due to the fact that insurance policies lapse throughout the entire year and sometimes customers forget to provide a copy. Letters are sent out and those refusing to respond will receive a termination letter.
- 8. **CONFIRMATION OF NEXT MEETING DATE**
February 4, 2015 was confirmed by the committee members.

 - 9. **COMMUNITY FORUM**
The floor was open for discussion regarding the possibility of eliminating the Marina Advisory Committee; the status of the committee was unknown at this time.

 - 10. **STAFF COMMENTS**
None

 - 11. **CHAIRPERSON'S & COMMITTEE MEMBER'S REPORTS/AGENDA REQUESTS**
None

 - 12. **LIAISON COMMENTS**
None - absent

 - 13. **ADJOURNMENT** – The meeting was adjourned at 5:45 p.m.