



**AGENDA
MARINA ADVISORY BOARD
REGULAR MEETING
JANUARY 22, 2024
6:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
 - 4.1 November 27, 2023
- 5. PUBLIC COMMENT REGARDING ITEMS NOT ON THE AGENDA**
- 6. OLD BUSINESS**
- 7. NEW BUSINESS**
- 8. MARINA MANAGER REPORT**
- 9. BOARD MEMBER REPORTS/COMMENTS**
- 10. NEXT MEETING DATE - MARCH 25, 2024**
- 11. ADJOURNMENT**

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Marina Manager.

CITY COMMISSION AGENDA ITEM
City of Fernandina Beach



SUBJECT:

ITEM TYPE: Approval of Minutes

REQUESTED ACTION:

SYNOPSIS:

FISCAL IMPACT: N/A

CITY ATTORNEY COMMENTS: N/A

CITY MANAGER RECOMMENDATION(S):

Date: January 16, 2024

Submitted By: Cathy Chapman, Marina Manager

COMMISSION ACTION:

MARINA ADVISORY BOARD
REGULAR MEETING MINUTES
November 27, 2023
CITY COMMISSION CHAMBERS
204 ASH STREET FERNANDINA BEACH, FL 32034

1. CALL TO ORDER
2. PLEDGE OF ALLIGANCE
3. ROLL CALL – Present: member Phillips, member Spratto, Chair Blanchard, Vice Chair Kent, member Nickoloff.
4. APPROVAL OF MINUTES
 - 4.1 July 24, 2023
Corrections to the minutes were made by Chairman Blanchard. Motion to approve the July 24, 2023, with corrections was made by member Nickoloff, seconded by member Kent. Motion carried.
5. PUBLIC COMMENT
 - 5.1 No Public Comment
6. OLD BUSINESS
 - 6.1 Chairman Blanchard brought up that at the last meeting he asked Cathy about notifying board members about things that are occurring in the Marina. She advised the board has been added to the emails she sends out to the boaters. He also brought up the discounts regarding FIND to residents. FIND cannot give a discount unless all members of FIND get the discount. Another question brought up was why Parks & Rec control the parking lots. Cathy deferred to Commissioner Ross. Mr. Ross advised that the previous City Manager decided what is on the waterside belongs to the City Marina, what is on the land side belongs to Parks & Rec. There was discussion on the advantages of who is responsible each.
7. NEW BUSINESS
 - 7.1 Chairman Blanchard asked about the status of Parking Lot B. There is no more overnight parking between the hours of 2 am and 5 am. Signs were posted. Cathy reported that signs were posted in Parking Lot C to allow for overnight parking. Chairman Blanchard asked what the name of our Marina is. Cathy explained it is the Fernandina Harbor Marina, managed by Oasis. The cards say Oasis Marina at Fernandina Harbor. Cathy will speak with Attorney Tammy Bach regarding the proper way Oasis advertises. Chairman Blanchard asked about the Status of the Federal Channel. Charlie George City Engineer and Deputy Manager addressed the board. He advised the Corp has approved the alignment of the channel. It is further west than they had hoped for. The alignment will not go into the mooring field. This will not cost the city any money to do this.
Chairman Blanchard asked how many people work daily in the Marina. Cathy advised the Marina has a total of nine employees. Typically, four to five a day on site.

8. MARINA MANAGERS REPORT

8.1 Cathy gave an update on finances for the November month to date. The Marina had \$353,000 in gross revenue; the transient revenue is \$110,000 on a budget of \$125,000. Totals are a little low on the boat counts on the budget side. The Marina had \$32,000 in fuel sold last week. Month to date the Marina has sold \$190,000 in diesel on a \$195,000 budget. In October, diesel sales finished at \$305,000. The unleaded repair is postponed until January. Oasis has had positive reviews on Snag a Slip. We have two shrimp boats reserved for the Shrimp Festival. The reservations are for four days. Charlie George spoke to the board regarding eight projects going on. The dredging will start in January. This will take about five weeks. Boardwalk repairs on the other side of Brett's will start this week. This should take about a week. Security gates are in fabrication. They will have mechanical locks with keyless entry. This will take about another month. Mooring buoys will be in next year's budget. Protective devices around the electrical pedestals and pumps are also being worked on. The delay of the fuel system repair is because of the UL rating on the box. Looks like January when the repair is to be completed. Bath house renovations have been an issue. The City is searching for funds to get this done. They are looking at working on a five-year master plan for the Marina. In the waterfront design, the boat ramp will be redesigned to make it better and have better dock systems accessible for small boats like kayaks. Chairman Blanchard asked if there was discussion about moving more area to the North. Mr. George advised the intent is to get about 500 feet more. This is a budget issue. Mr. George will give Cathy a summary of everything he spoke about.

9. BOARD MEMBER REPORTS

9.1 Member Phillips asked to step down as Secretary for the board. She also spoke about the ongoing issues at the Marina such as the fuel line being repaired and the gangway on the other side of Brett's. She also mentioned that we need to meet on a regular basis or hold a workshop in lieu of a regular meeting. There was discussion about meeting every other month. Member Nickoloff volunteered to serve as Secretary moving forward. The board also discussed that we should hold our meetings every other month. The board set dates for the rest of this year through next year for the Marine advisory Board meetings. They are as follows: January 22nd, March 25th, April 22nd, July 22nd and September 23rd.

10. NEXT MEETING DATE

10.1 January 22, 2023.

11. ADJOURNMENT

11.1 Motion was made by Chair Kent, seconded by Chair Nickoloff.

Meeting was adjourned at 6:42 PM

Respectfully submitted,
Marian Phillips - Secretary