

**MARINE COMMISSION MINUTES**  
**Monday, May 6, 2019 – 9:30 a.m.**  
**Council Chambers, City Hall, Vero Beach, Florida**

**PRESENT:** Chairman, Robert Snyder, Vice Chairman, Daniel Thomas Members: Clinton Lanier, William Walker, and Alternate Member, Ben Trautman **Also Present:** Marina Director, Sean Collins and Senior Administrative Assistant, Rita Hawkins

**Excused Absence:** Brian Cunningham and Bill Johnson

**1. CALL TO ORDER**

Chairman Snyder called the meeting to order at 9:39 a.m.

**2. APPROVAL OF MINUTES**

**A) February 4, 2019 – Regular Meeting**

**Mr. Walker made a motion to approve the February 4, 2019 regular Marine Commission minutes. Mr. Thomas seconded the motion and it passed unanimously.**

**B) February 26, 2019 – Special Call Meeting**

**Mr. Walker made a motion to approve the February 26, 2019 Special Call Marine Commission minutes. Mr. Thomas seconded the motion and it passed unanimously.**

**3. ELECTION OF OFFICERS**

**A) Chairman**

Mr. Snyder announced that they need to elect a Chairman and a Vice Chairman. He stated that he does not want to continue as Chairman. He asked if anyone wanted to step up, or are there any nominations for Chairman.

Mr. Thomas nominated Mr. William Walker for Chairman. Mr. Walker replied that he has to decline the nomination. He said that he is already volunteering for a variety groups and there are some health issues with his family right now. Based on that he cannot take on any more duties at this time, but he appreciates the Commission considering him.

Mr. Snyder said he understands that alternate members cannot hold the Chairman or Vice Chairman positions, but he asked the Senior Administrative Assistant if he could step down to an alternate member. This would allow one (1) of the current alternates to move up and be considered for one of the positions. The Senior Administrative Assistant replied that he would have to submit that request to the City Clerk's office and then the City Council would consider moving one (1) of the alternates up to a full member. Mr. Snyder said he does not have a problem being an alternate member.

Mr. Snyder asked Mr. Trautman if he were to become a full member would he consider taking the Chairman position. Mr. Trautman replied yes. Mr. Lanier stated that he would enjoy being

Vice Chairman. Mr. Snyder stated that he will discuss this with the City Clerk, so they can move forward.

The election of a Chairman was tabled to the next Marine Commission meeting.

**B) Vice Chairman**

This item was tabled to the next Marine Commission meeting.

**4. PUBLIC COMMENT**

None

**5. OLD BUSINESS**

**A) Update on the Vero Beach Rowing Club**

Mr. Snyder stated that Mr. Chris Ryan, Vero Beach Rowing Club Board member, informed him that they poured the slab for the building last Friday. Mr. Ryan is pushing to raise the funds for the last 10% that they need to meet their goal. It is moving along quickly.

Mr. Walker said that he attended the ground breaking for the Rowing Club building on March 30, 2019. There was a great turnout and the Mayor and Mr. Ryan both gave speeches. The Proctor representatives were all there and it was professionally done. He asked if there is an expected completion date for the building. Mr. Snyder replied that Proctor quoted that it should be complete in eight months. The Rowing Club is hoping they will be in the building by the end of the year.

**6. NEW BUSINESS**

Mr. Trautman said that the Marina has contracted with an outside source to do a Master Plan for the Marina. He wanted to make sure that the Commission members were aware that it is moving forward. Mr. Snyder said that they discussed this at their last meeting and they are following suit with what the Airport did for a Master Plan.

Mr. Walker explained that the purpose of the City working with Coastal Tech was for them to come up with an engineering survey. Mr. Sean Collins, Marina Director, is currently working with them on the survey and it will lead to a Master Plan. As part of Coastal Techs proposal there are dates set for when they will be expected to present their findings to Mr. Collins, to the Marine Commission, and then on to the City Council.

Mr. Trautman said he found out about the contract from a City Council meeting. He said that Mr. Monte Falls, Interim City Manager, was talking about something more comprehensive than just the engineering scope. He asked Mr. Collins if that was correct. Mr. Collins explained that there are three (3) main sections to the contract they signed with Coastal Tech. The first task is to bring in the live data and old plans from the 1970's through current. They will put it all together to see what the conceptual designs were from the 70's, 80's, and now. Coastal Tech did a swim through on the docks about a week ago so they have all that data together to present at a meeting. The second task will be to come up with three (3) conceptual designs, which will be

presented to the Marine Commission and then to the City Council. Once the best parts of the three (3) designs are narrowed down, they will be used to create a Master Plan. He does not know if all the work will be done at once, or one (1) dock at a time. They will have to look at all the pieces when they get there and where their weaknesses are. Mr. Trautman said he understands that some of the City Council members expressed an interest in being involved with that process. Mr. Collins replied that he had a meeting with Coastal Tech and they scheduled in another meeting so that the City Council could be involved. He said that everything will come to the Marine Commission first and then there will be a joint presentation with the City Council.

Mr. Walker stated that the March 19, 2019 City Council minutes include the discussion about the Marina Master Plan if anyone wants to know what was discussed.

## **7. MARINA DIRECTOR'S MATTERS**

Mr. Collins said that it has been a fun first couple of months. Some things are moving a little slower than he would like, but this is government and there is a bit of a process to everything. They are pushing ahead and a lot more is happening behind the scenes. In the near future they will be introducing some new computer software at the Marina, which will allow for them to do on line billing and improve their process for taking reservations. The Finance Department is working on the final details for the credit card processor, so they should have that purchased in the next couple of weeks. At the last Marine Commission meeting they talked about all the kayaks, trailers, and bikes on the Marina property, so this software upgrade will help clean everything up. They have been tracking the kayaks and they have identified about 40% of the owners and getting them caught up on payments.

Mr. Walker asked if they are tracking the kayaks by a decal or numbers. Mr. Collins replied that the newer kayaks have a number on them, but they have been documenting any number, the make, model, and color. They posted signs on the kayak racks asking the owners to come to the office. At some point this summer they will start cutting some locks and storing them away for a while to see if the owners come looking for them.

Mr. Snyder asked if they are tracking the boat pump outs by boat number or owner. Mr. Collins replied that they are not tracking them by the boat number. There are two different logs. One (1) lists the date, the boat type, and the estimated number of gallons that were pumped out at the dock. When they use the pump out boat they document the same information as well as the location of the boat and if it is a Florida registered vessel. Mr. Snyder said that north of the mooring field there are a few boats anchored there and his concern is if they are being pumped out. He does not know if the Marina is pumping them out, or if are they going somewhere else. Mr. Collins explained that the Marina only pumps out their guests and customers. If they are a transient or a permanent guest they are getting pumped out. People who are just passing through and stop for fuel will be pumped out as well. As far as those boats anchored up in the islands, the Marina does not go out of their area to service them. Mr. Snyder said what if they asked to be pumped out. Mr. Collins replied that they would need to come to the Marina. Mr. Walker asked if they would be charged for a pump out since they are not a guest. Mr. Collins explained that they do have a pay charge for noncustomers, which is \$5.00.

Mr. Thomas asked how many boats at the Marina are live aboards. Mr. Collins replied that there are a lot less since he started. Some sold their boats and others have just moved on. He has not accepted any new live aboards, but it is still at about 30% to 40%.

Mr. Snyder asked if anyone knows if people are living on board any the anchored boats north of the moorings. Mr. Collins replied that there seems to be some activity of people staying on them. He does not know if it is full time or part time, but the boats do not move.

Mr. Thomas stated that he is a volunteer member of the Sheriffs Marine Unit and he suggested that Mr. Collins send a letter to the Sheriff asking the volunteers to keep notes or records on anything he thinks is pertinent to him. Since they are volunteers they do not have any law enforcement duties, but they can take notes or develop a tracking system. Mr. Collins said that since Mr. Thomas is a volunteer he should push this subject up through the chain of command with the uniformed officers. Mr. Thomas said that he would write a letter, but he would also like Mr. Collins to write a letter backing him up.

Mr. Snyder said another concern he has with those boats is what will happen to them if there is a hurricane. He said he would speak with the Sheriff's office to see what he can stir up.

Mr. Trautman asked Mr. Collins if there is anything special he needs as they head into hurricane season. Mr. Collins replied that he is all set.

Mr. Walker asked if they are doing regular inspections on the mooring tackles. Mr. Collins said that is scheduled for this summer.

## **8. CHAIRMAN'S MATTERS**

None

## **9. MEMBER'S MATTERS**

### **A) Safety Issues with Vero Beach Rowing Club – Mr. Ben Trautman**

Mr. Trautman stated that he recently heard a couple of different concerns from boaters regarding the activity of the rowers. The most recent one (1) was a 38-foot sailboat trying to come into the Marina and a rowing scull was sitting across the middle of the channel. He was also there in another boat and they waited about five (5) minutes before the skull finally moved on. He was wondering if the Rowing Club has some sort of operating procedures that dictate how the rowers are supposed to behave in the channels.

Mr. Snyder said if they were high school students then there should have been a coach somewhere nearby. Mr. Trautman replied that there was a small boat circling around. Mr. Snyder said he could not say why they were sitting there unless they were fixing something. He will see if there are any procedures written down. The Rowing Club has a lot of adult rowers who have very little experience on the water, so they can bring that up to make sure they stay aware of where they are. The Rowing Club tries to stay out of the Inner Coastal Waterway channel, because boats come down there rather quickly. He will pass these concerns onto the Rowing Club at their Board meeting next month.

Mr. Trautman said that with the new facility going in and the probability they will be seeing a lot more rowers, he wants to make sure it is safe for everyone. He would like to suggest that the Rowing Club document their present rules, their laws of navigation, and even a list of the areas

that the rowers practice and give it to the City. This will keep everyone on the same page and if they get any questions or complaints about the rowers the City knows what is expected and the rules that are in place.

Mr. Lanier asked how many commercial ventures are operating out of the Marina. Mr. Collins replied that there is just one (1), which is a sailing catamaran called the Moonraker. Mr. Lanier asked if they are open to other commercial ventures. Mr. Collins replied that he does not believe so.

Mr. Walker asked Mr. Collins if they are fully staffed, or is he still hiring. Mr. Collins said he is still in the hiring process and it has been a challenge. He has gotten to the point where Human Resources calls people to come in, fill out paperwork, and take a physical and they do not show up. He has also scheduled interviews with people and they are a no show and no call. Mr. Trautman asked if it is part time work and what is the pay rate. Mr. Collins replied that it is part time and he believes it starts at \$14.35 per hour and there is a weekend differential.

Mr. Thomas reported that on April 7, 2019 the Youth Sailing Foundation had a very successful regatta, which is called the Steve Martin Memorial Regatta. Mr. Steve Martin was a Marine Commission member who served on the Board for 37 years. He was also an instructor in the early days of Youth Sailing. Mr. Martin died on his boat as he was on his way to help the Youth Sailing group, so that is why this regatta is named after him. The regatta was the largest and most successful one (1) they have had. They had 60 boats and 80 youngsters participate in four (4) different classes of races. Their high school students have been racing in boats that are about 25 years old and have been beat up and fixed up. They had a big fundraiser prior to this race and they were able to purchase seven (7) brand new boats for them. He is proud to report that they took the first five (5) places out of 21 entries. He asked them if they noticed a difference with the new boats and they enthusiastically replied, “Yes, the boats just went through the water”.

## **10. NEXT MEETING DATE**

### **A) Set Date for Next Marine Commission Meeting**

The next tentative regular Marine Commission meeting was scheduled for August 5, 2019 at 9:30 a.m. in the City Hall, Council Chambers.

## **11. ADJOURNMENT**

The Marine Commission meeting adjourned at 10:10 a.m.

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