
Location: CBHA Clubhouse
Date: September 10, 2025
Time: 1800 hours (6pm)

AGENDA DETAILS

I. FLAG SALUTE

II. INTRODUCTIONS

Four (4) persons signed the attendance sheet

III. MEMBER FEEDBACK

Marina member Cary Yusko made a verbal proposal to help keep seals and sea lions off the docks, backed up by some data he had collected. **ACTION:** Cary will develop a written draft of his proposal, and all in attendance agreed the Marina Trustee will present it to the Board at the Regular September Meeting.

IV. OLD BUSINESS

The Trustee discussed any unresolved issues from the last meeting with the group by reviewing the open items from the minutes for that meeting. These were all project related and included the status of the ongoing marina project, the actions requested by the Board regarding the Lease Book Audit results presented in August, and the Log Boom project.

ACTION: The Marina Trustee will contact Marine Floats and get an up-to-date status of the project and bids solicited from Marine Floats for piling sleeving (for King Tide protection), for Repairs to the B Dock and the Log Boom, and for certification of the lumber used in the A Dock framework.

V. NEW BUSINESS

The Trustee shared August 2025 Marina inspection results with the group. These will be presented at the regular September Board Meeting and then they will be available as records. This process will be followed by the Marina Trustee each month going forward (conduct inspection, review with committee, provide to board).

Meeting attendees unanimously agreed that the Fish Cleaning Station should be re-installed after the new A Dock fence is completed.

An attendee informed the committee that a sea lion on the new A Dock turned a water spigot on when they slid off the dock. This valve had to then be shut-off by hand. The likely reason is the new water risers have quarter turn valves that are close to the deck.

MARINA COMMITTEE MEETING MINUTES – September 2025

ACTION: The Marina Trustee will evaluate methods to prevent Sea Lions from damaging the new water risers and valves, and the lighting bollards on A Dock. Suggestions included rings and/or boxes around these items to protect them from damage by these large animals.

Committee attendee Chuck Thrapp brought a galvanized hinge system to the meeting and demonstrated it to the attendees.

The Trustee notified Committee members that volunteers were still needed for jobs in the marina, including:

A Dock Work Needed

1. Install slip numbers.
2. Paint and install fire extinguisher boxes & stands.

B Dock Work Needed

1. Remove the hose reels and hoses, and the old fire extinguisher boxes.
2. Re-paint the fire extinguisher stands and install the new fire extinguisher boxes.
3. Raise & re-secure the B Dock water lines & spigots.
4. Develop Work Pans for the necessary repairs to the B Dock.

Miscellaneous Marina Work Needed

1. Re-install Fish Cleaning and Pay Stations when the fencing work is complete.
2. Install and secure the new Spill Kits and signage.
3. Post new signage on the A and B Dock fences, the bulletin board and at the Boat Launch Area (when the fencing work is complete).
4. Move the salvage components (from A Dock) to the water tower area.
5. After the old dock sections and materials are removed, finish the launch & kayak area clean-up and post new signage in the area (Parking areas, waste, etc.).

VI. CONCLUSION

Next Meeting Wednesday, October 8th, 2025

Notes (from Marina Trustee)

Remaining actions for Marina Project:

- Fillet-triangles with piling rollers for A Dock - (Marine Floats) - COMPLETE
- New lighting on B Dock – Marine Floats
 - All work complete, excellent illumination on A & B dock.
 - New lighting installation in progress on main head-walk.
 - Will need lighting on the marina access pier at the top of ramp. (Requested one additional light from marine floats.).
 - Need to repair or replace fixture on clubhouse at the upper marina pier landing.

MARINA COMMITTEE MEETING MINUTES – September 2025

- New Locking Gates for A and B Dock
 - Contract initiated, Site work 9/18/25. Estimated completion 9/25/2025
- Waste disposal
 - Contract in place, waiting for schedule this week.
- Signage
 - Signs on-site. Waiting for fence 7 gate installation
- Waste Disposal
 - Contract in place
 - Waiting for scheduling.
- Log Boom
 - Log Boom failed again recently when Olympia Yacht Club vessels heading back to Olympia from their annual "Foofaraw" veterans meeting.
 - It took 8 hours work on Saturday 9 to repair
 - Special thanks to Bob Cleeves, and to Cary Yusko for his help and his boat !
 - No new information from MARINE FLOATS.
- Audit of Marina Lease Book
 - Results presented to Board in August meeting.
 - Vantage to issue correction request letters.
- Carlyon Beach Marina Sewage Management Plan
 - Required by our Lease
 - Draft submitted for comment on 8/21/2025. No response. Final draft re-submitted on September 10, 2025.

CBHA Monthly Marina Inspection Checklist

Date of Inspection: 8-26-2025
Inspector Name: Jensen & Cleeves
Weather Conditions: Clear & Warm

1. Dock and Floating Structures

- **Dock Condition:**
 - Inspect the grated dock system for damage or wear.
 - SOME LOOSE GRATING AT PILING FILLETS ON B DOCK.
 - Check for any loose, broken, or missing dock planks.
 - NO PROBLEMS NOTED
 - Verify that dock nails, screws, and fasteners are secure.
 - SYNTHETIC (TREX) HANDRAILS ON PIER HAVE LOOSE FASTENERS & WARPED BOARDS NEED REPAIRS.
- **Dock Stability:**
 - Ensure docks are securely anchored and stable.
 - B DOCK DAMAGE AS PREVIOUSLY NOTED. AWAITING PROPOSAL FROM MARINE FLOATS FOR REPAIRS. ABSENT AN ACCEPTABLE BID, A WORK PLAN WILL BE DEVELOPED AND WE WILL SOLICIT VOLUNTEER SUPPORT.
 - Check for excessive movement or signs of wear on dock supports.
 - B DOCK DAMAGE AS PREVIOUSLY NOTED.
- **Walkways and Ramps:**
 - Inspect ramps and walkways for safe, slip-free surfaces.
 - EXCEPT AS PREVIOUSLY IDENTIFIED ON B DOCK, NO PROBLEMS NOTED
 - Ensure walkways are clear of debris and are structurally sound.
 - NO PROBLEMS NOTED
- **Fenders and Cleats:**
 - Inspect fenders for proper placement and wear.
 - NO PROBLEMS NOTED
 - Check cleats for security and functionality.
 - LOOSE CLEATS NOTED ON B DOCK. TIGHTENING THEM IS PROBLEMATIC AS MANY ARE NOT THROUGH BOLTED AND HAVE RECESSED HEX HEADS. ONE CLEAT REMOVED FOR B DOCK LIGHTING WORK STILL NEEDS TO BE REPLACED BY MARINE FLOATS.

CBHA Monthly Marina Inspection Checklist

2. Slip and Mooring Areas

- **Slip Identification and Marking:**
 - Confirm that each slip is clearly marked with the correct numbering.
 - B DOCK IS SATISFACTORY. A DOCK IS STILL UN-NUMBERED. WE'RE AWAITING A FEW NUMBERS FROM THE SUPPLIER, BUT A WORK PLAN WILL BE REQUESTED AT THE SEPTEMBER MARINS COMMITTEE.
 - Verify that proper signage for dock safety and rules is visible.
- **Mooring Lines and Buoys:**
 - Inspect mooring lines for wear or damage (ensure they are secure and functional).
 - NUMEROUS PERSONAL BOATS HAVE MAKESHIFT MOORING LINES. MANY WITH SIGNS OF POOR CONDITION. NO BROKEN OR MISSING LINES WERE NOTED HOWEVER.
 - Verify mooring buoys are intact and properly marked.
 - NO MOORING BOUYS AT THIS MARINA

3. Utilities

- **Water Supply:**
 - Test all water hookups for functionality (no leaks, proper pressure).
 - B DOCK DAMAGE AS PREVIOUSLY NOTED.
 - Inspect hoses for wear or cracks.
 - HOSES NEED TO BE LIFTED FROM WATER AT B DOCK. THEY ARE COVERED WITH HEAVY MARINE GROWTH AND ANY PROBLEMS ARE NOT VISIBLE.
 - Ensure potable water signage is clear and compliant.
 - N/A - NO SIGNS POSTED. ALL WATER IS POTABLE.
- **Power Outlets:**
 - Test electrical outlets at slips for functionality (no exposed wires, proper voltage).
 - NO PROBLEMS NOTED
 - Check for GFCI (Ground Fault Circuit Interrupter) functionality and reset if necessary.
 - NO PROBLEMS NOTED
 - Inspect electrical connections for damage or signs of wear.
 - NO PROBLEMS NOTED

4. Waste Management

- **Trash and Recycling Bins:**
 - Confirm trash and recycling bins are in place and clearly labeled.
 - NO PROBLEMS NOTED
 - Ensure bins are clean, emptied regularly, and not overfilled.
 - NO PROBLEMS NOTED

CBHA Monthly Marina Inspection Checklist

- Check that hazardous waste disposal containers are clearly marked and accessible.
 - NO HAZARDOUS WASTE CONTAINERS PROVIDED IN THE MARINA. NEW SIGNS ARE TO BE POSTED INDICATING NO HAZARDOUS MATERIALS AT THE MARINA.

5. Safety Equipment

- **Fire Extinguishers:**

- Verify that fire extinguishers are present at designated locations.
 - A DOCK; NO FIRE EXTINGUISHERS STATIONS INSTALLED. MATERIALS INSTALLATION PENDING. A WORK PLAN WILL BE REQUESTED AT THE SEPTEMBER MARINA COMMITTEE.
 - B DOCK: MISSING FX BOX AND EXTINGUISHER AT SLIPS 49/50 - 51/52. 8/29/2025 - NEW FX BOX & 5M LB. EXTINGUISHER INSTALLED.
- Ensure they are fully charged and easily accessible.
 - ALL FX CHARGED. SOME STATIONS HAVE HOSES DRAPED OVER THEM. HOSES WERE REMOVED ON THE SPOT.
 - ALL B DOCK FX STATIONS WILL HAVE HOSE REELS REMOVED AND THE STATIONS WILL BE PAINTED RED AS PART OF THE SEPTEMBER MARINA COMMITTEE WORK PLAN.
 - NO HOSE REELS WILL BE INSTALLED ON A DOCK.
- Check expiration dates and service tags for compliance.
 - NO PROBLEMS NOTED.

- **Life Jackets and Safety Devices:**

- Ensure life jackets are available for public use if required by marina policy.
 - NO PROBLEMS NOTED.
- Check that safety rings and throw bags are in place and in good condition.
 - A DOCK: NO LIFE RING INSTALLED AT THIS TIME. A LIFE RING WILL BE INSTALLED AS PART OF THE SEPTEMBER MARINA COMMITTEE WORK PLAN.
 - B DOCK: NO PROBLEMS NOTED.
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6. Environmental Compliance

- **Invasive Species Prevention:**

- Inspect for visible signs of invasive species on docks, boats, or other marina structures.
 - NO PROBLEMS NOTED.
- Ensure signage and information about invasive species prevention are visible to boaters.
 - CONTACTED ais@dfw.wa.gov FOR UPDATED INFORMATION AND SIGNS TO POST.

CBHA Monthly Marina Inspection Checklist

Inspector Comments:

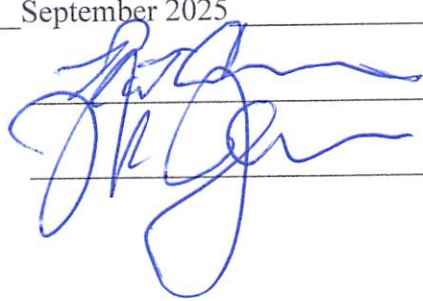
See the notes added above

Corrective Actions (if any):

See the notes added above

Next Inspection Due: _____ September 2025 _____

Signature of Inspector(s):



Date:

9/9/25

Date:

9/9/2025

Marina Committee

MEETING DATE: September 10, 2025 @ 1800 hrs

Vernon Jensen

LOCATION: CBHA Clubhouse

[illegible]

I began my observations on Wednesday September 3rd at 7:00 a.m. I walked the A dock at the marina and 25 to 30 seals jumped in the water. I walked the B dock and 25 to 30 seals jumped in the water. When I came back at 9:00 a.m. there were no seals on either dock. I continued to inspect the docks everyday at 8:00 a.m. with the exception of two days until Monday September 15th. At 8:00 a.m. daily there were approximately 25 seals on each of A and B docks that jumped in the water. At 9:00 a.m. there was zero or one seal on all docks and random checks of the docks showed no seals during the daytime.

I shared my observations at the last Marina committee meeting and it was unanimous to ask the CBHOA board to implement the following recommendation.

We ask that the CBHOA board assign the first 15 minutes or less of one CBHOA maintenance employees to walk the docks daily before they report to their duty station. The choice of who does this would be left to the maintenance crew to decide. Removing the seals first thing in the day, seems to have a lasting effect throughout the whole day.

I will volunteer and assemble a crew of volunteers to cover Saturdays and Sundays.

This miniscule investment of time seems to reduce significantly the amount of time that the seals are spending on our 1.5 million dollar Marina docks and may effectively reduce the amount of time that sea lions are on the docks as they are on the way.

I have attached my observation sheets and will continue with this until hopefully this recommendation is implemented.

It is better to light one candle, than curse the darkness!

Cary Yusko

Wed Sept 3

7:00 AM Inspected A - @ 25-30
(15 min) B jumped in @ 25-30

8:00 AM Visual Inspection A - 0 seals
(8 min) walking inspection B - 2 seals

9:00 AM Visual Inspection A - 0 seals
(1 min) parking lot B - 0 seals

Fri Sept 5 Walking Inspection A - 25 seals
B 25 seals
8 AM " " A 0 seals
9 AM " " B 1 seal

Sat 9-6 8 AM " " A 40 seals
B 15 seals

Sun 9-7 8 AM " " A 30 seals
9 AM " " B 20 seals

Mon 9-8 8 AM " " A 25 seals
B 3 seals
9 AM " " A 0 seals
B 0 seals

Tues 9-9 9 AM " " A 25 seals
B 20 seals
4 PM Visual Inspection A 0 seals
B 1 seal

Wed 9-10 8 AM Walking Inspection A 25 seals
B 20 seals
10 AM Visual " A 0 seals
B 0 seals

9-11-25	8 AM	Walking Inspection	A 25 B 25
9-13-25	9 AM	Visual "	A 0 B 0
9-13-25	8 AM	Walking	A 25 B 25
9-14-25	8 AM		A 0 B 0
9-15-25	8 AM		A 8 B 2 (1 on) boat B 20