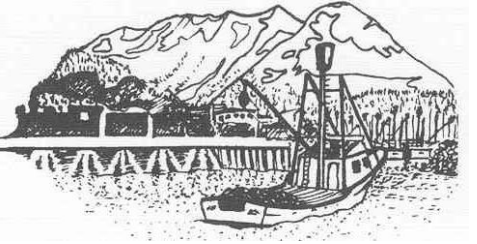


# CITY OF CORDOVA



**Chairman:**  
Ken Jones  
**Commissioners:**  
Andy Craig  
Max Wiese  
Mike Babic  
Jacob Betts  
**Harbormaster:**  
Tony Schinella  
**Admin Assistant:**  
Brandy Griffith

**HARBOR COMMISSION SPECIAL MEETING  
JAN 31, 2018 @ 7:00 PM  
CITY HALL ROOM CONFERENCE ROOM B**

**AGENDA**

**CALL TO ORDER**

**ROLL CALL**

Ken Jones, Andy Craig, Max Wiese, Jacob Betts, Mike Babic

1. **APPROVAL OF REGULAR AGENDA**..... Page 1
2. **APPROVAL OF MINUTES**
  - A. Dec 13, 2017 @ 7:00 PM Regular meeting.....Page 2
3. **COMMUNICATIONS BY VISITORS**
  - B. Audience comments regarding agenda items (3 minutes per speaker)
4. **Election of Chair and/or Vice Chair**.....Page 3
5. **Harbormasters report**.....Page 4
6. **NEW BUSINESS**
  - A. Letter of interest to P&Z from Robert Brown..... Page 5-6
  - B. Land Disposal maps.....Maps will be handed out at meeting
  - C. Resolution 01-18-01 (voice vote).....Page 7
  - D. Resolution 01-18-02 (voice vote).....Page 8
7. **OLD BUSINESS**
  - B. Finger float rebuild progress and ideas..... Discussion
8. **MISCELLANEOUS BUSINESS**
  - A.
9. **AUDIENCE PARTICIPATION**
10. **COMMISSION COMMENTS**
11. **ADJOURNMENT**

**MINUTES  
HARBOR COMMISSION MEETING  
DECEMBER 13, 2017 @ 7:00 PM  
CITY HALL CONFERENCE ROOM B**

**Call to order:** This meeting was called to order by Jake Betts @ 7:10 pm.

**Roll Call:** In Attendance: Andy Craig, Max Wiese, Jake Betts, Mike Babic

**Approval of Agenda:** M/ Craig, 2nd/ Wiese, V/ Unanimous to approve

**Approval of Minutes:** M/ Wiese, 2<sup>nd</sup>/ Craig, V/ Unanimous to approve

**Communications by Visitors:** None

**Election of Chair and/or Vice Chair:** Postponed until following meeting

**Harbormaster's Report:** The report was printed in the agenda packet. Additional: Two drawing winners for the travel lift half off vouchers: Bob Smith and a vessel from Sitka that may be visiting Cordova. The draft RFP for the building is done.

**New Business:** Cruise Ship lightering and tour vessel moorage fees: General discussion. Agreement that we should charge a fee for small tour boats. Directed staff to draft a resolution and bring it back to harbor commission.

**Old Business:** Tideland Moorage Fees. Final look at the tideland application. Agreement that \$12.00 ft/yr, \$6.00 ft/mo, and \$0.75 ft/day are appropriate rates. The rates will be in the 2018 fee schedule.

**Miscellaneous Business:** None

**Audience Participation:** None

**Commission Comments:** Wiese- Like idea of the building getting going. Antifreeze sounds like we can keep up. Craig- building is going to be a big help for the harbor crew to be able to take care of equipment, we will keep working on docks as we can. Babic- Cleats on the ramp was an awesome idea. Betts- Welcome Mike, thanks for joining. Good to see improvements.

**Adjournment:** M/ Babic, 2<sup>nd</sup>/Craig, V/ Unanimous to adjourn at 7:56 pm

**11.08.020 - Harbor commission.**

A. Harbor commission shall be established for the purpose of advising the city council on the operation, maintenance and improvement of the Port of Cordova's facilities, and for such additional purposes as the city council may from time to time designate. The harbor commission shall consist of five voting members. The city manager and harbormaster shall be ex officio members of the commission and shall have the right of the floor to participate in all discussions, however, they shall not have a vote. The commission shall elect a chairman and vice-chairman from its membership each January.

B. Only residents of the city who qualify as municipal voters pursuant to [Section 2.08.010](#) shall be entitled to serve on the harbor commission. One of the members of the commission may be designated by the council from its number. Members not designated from the council from its number shall be nominated by the mayor and confirmed by the council.

C. Each term of membership shall be for three years and shall be overlapping. All members shall serve without compensation.

D. The harbor commission shall hold a minimum of one meeting per quarter or as needed at a date, time and place as set by the commission, except that the commission shall not be required to have meetings during the fishing season or any like period as may hereafter be set by the commission, during any given year, said period not to exceed six months.

E. The harbor commission shall conduct its meeting in accordance with Robert's Rules of Order.

F. The unexpired portion of any term remaining after a vacancy exists on the commission shall be filled as the original appointment.

## Harbormaster's Report

- Installed new heater core and hoses in Bobcat
- 40 man hours assisting Alpine Diesel with removing vessels their building site and placing vessels back in the building foot print
- Rebuilt one finger float for K float
- Pre drill replacement finger float walers
- Completed 145 vessel lifts for 2017
- RFP for the used oil processing building is being advertised. One addendum has been made to the RFP
- Hired Jack Jeppson to work a couple days a week to help with repairs
- Towed one vessel from broken stall to good stall
- Reconnected six finger floats
- Replaced two pile hoops and one end cap
- Ordered new light poles for dock lights. Poles have arrived
- Ordered new remote control for Travelift
- New shipment finger float bolts have arrived
- New Travelift lifting straps have arrived
- It appears that harbor personnel will be taking on security duties at the Ocean dock during Samson barge operations. Waiting for Marine Exchange of Alaska to make amendment to Security Plan
- Delivered 1400 gallons of used oil to the City Shop
- Cleaned oil sumps
- Replaced 20 board feet of decking at PWSSC approach
- Sent out monthly invoices
- Burned three loads of oil absorbents with the Smartash burner
- Dock rounds
- Attended 1-9-18 P&Z meeting
- Don't forget to buy your Cordova Port & Harbor sweat shirts

**Saddle Point Machine L.L.C.  
Robert Brown**

P.O. Box 782, Cordova Ak. 99574  
Phone 907-429-3944  
saddlepointmachine@gmail.com

December 1, 2017  
City of Cordova Planning Commission  
P.O. Box 1210  
Cordova, Alaska 99574  
To Whom it May Concern;

**Subject: Lot 3 , Block 5 North Fill Development Park Letter of Interest**

**I am asking that the Commission consider changing the status of Lot 3 , Block 5 North Fill Development Park from not Available to Available for purchase . I am interested in purchasing this lot and constructing a shop building. I have outgrown my current facility. My current location is unsuitable for my future goals for my company. I am currently working with Aquaharmonics, an Oregon based company on the development of an ocean wave energy device that is being funded by a grant from the U.S. Department of Energy. The construction phase of this project begins in approximately 18 months. I also need to expand my facility to be a full service marine machine shop with capabilities to manufacture marine propeller shafting of all sizes. This is a service not currently available in Cordova. This will bring more boats to Cordova's shipyard. By making the prospect of hauling and servicing a vessel in our shipyard more attractive to statewide vessel owners. This lot is a good fit for my company goals, the square footage and location best fit my needs. Building a machine shop on this location will create employment opportunities and fit the original charter for the North Fill Development Park.**

Sincerely,  
Robert Brown  
Owner  
Saddle Point Machine L.L.C.



**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 01-18-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA TO CORDOVA CITY COUNCIL, REQUESTING THAT LOT 3, BLOCK 5, OF THE NORTH FILL DEVELOPMENT PARK REMAIN LISTED AS UNAVAILABLE FOR SALE.**

**WHEREAS**, the Port of Cordova is following its mission statement, “The Port of Cordova promotes economic and sustainable maritime opportunities for recreational, subsistence, and commercial users, by providing safe vessel moorage and marine upland support facilities,” by managing Lot 3, block 5, as a boat and trailer storage lot,

**WHEREAS**, Lot 3, block 5, is an integral component to the maintenance and storage area in the North fill,

**WHEREAS**, this area has been being developed to greater serve the boating community for many years,

**WHEREAS**, the Port’s masterplan includes this lot in the continued development of the North fill area,

**WHEREAS**, use of this lot cuts down on the congestion and boat traffic on other city streets,

**WHEREAS**, the North fill area is used by recreational and commercial vessels, oil spill response equipment storage, and as a staging ground for equipment and supplies being shipped out by the North Launch ramp,

**WHEREAS**, the Cordova City Council previously had agreed on the Port’s development plan when they decided not to sell Lot 3a, block 8,

**NOW, THEREFORE BE IT RESOLVED** that the Harbor Commission of Cordova, Alaska, requests to Cordova City Council that Lot 3, Block 5, of the North Fill Development Park remain listed as “Not Available”.

**PASSED AND APPROVED THIS 31st DAY OF JANUARY, 2018.**

---

Chairman

---

Tony Schinella, Cordova Harbormaster

**CORDOVA HARBOR COMMISSION  
CORDOVA, ALASKA  
RESOLUTION 01-18-02**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA TO CORDOVA CITY COUNCIL, REQUESTING THE CITY ENTER INTO A LEASE WITH THE PORT OF CORDOVA FOR LOT 1 BLK 4, LOT 2 BLK 6, LOT 4 BLK 8, LOT 5 BLK 8, LOT 3A BLK 8 AND LOT 3 BLK 5 THAT ARE CURRENTLY MANAGED BY THE PORT IN THE NORTH FILL DEVELOPMENT PARK.**

**WHEREAS**, the Port of Cordova is following its mission statement, “The Port of Cordova promotes economic and sustainable maritime opportunities for recreational, subsistence, and commercial users, by providing safe vessel moorage and marine upland support facilities,” by managing storage and parking in the North fill area,

**WHEREAS**, the Port’s masterplan includes these lots in the continued development of the North fill area,

**WHEREAS**, this area has been being developed to greater serve the boating community for many years,

**WHEREAS**, use of this area cuts down on the congestion and boat traffic on other city streets,

**WHEREAS**, the North fill area is used by recreational and commercial vessels, oil spill response equipment storage, and as a staging ground for equipment and supplies being shipped out by the North Launch ramp,

**WHEREAS**, the Cordova City Council previously had agreed on the Port’s development plan when they decided not to sell Lot 3a, block 8 in 2012,

**NOW, THEREFORE BE IT RESOLVED** that the Harbor Commission of Cordova, Alaska, is requesting the City enter into a lease agreement with the Port of Cordova for the lots currently managed by the Port in the North Fill Development Park.

**PASSED AND APPROVED THIS 31st DAY OF JANUARY, 2018.**

---

Chairman

---

Tony Schinella, Cordova Harbormaster