

Chairman
James Burton
Commissioners
Greg LoForte
Max Wiese
Robert Beedle
Kenneth Jones
Harbormaster
Tony Schinella
Admin Assistant
Brandy Griffith

HARBOR COMMISSION REGULAR MEETING
Oct 08, 2014 @ 7:00 PM
CITY HALL CONFERENCE ROOM

AGENDA

CALL TO ORDER

ROLL CALL

James Burton, Greg LoForte, Max Wiese, Robert Beedle and Ken Jones

- 1. APPROVAL OF REGULAR AGENDA**..... Page 1
- 2. APPROVAL OF MINUTES**
 - A. 8/30/14 Regular.....Page 2
- 3. COMMUNICATIONS BY VISITOR**
 - B. Audience comments regarding agenda items (3 minutes per speaker)
- 4. HARBORMASTERS REPORT**.....Page 3
- 5. NEW BUSINESS**
 - A. Harbor Budget Discussion.....Page 4-5
- 6. OLD BUSINESS**
 - A. Harbor & Port Master Plan discussion
 - B. Off Season Harbor dumpster removal
- 7. AUDIENCE PARTICIPATION**
- 8. MISCELLANEOUS BUSINESS**
- 9. COMMISSION COMMENTS**
- 10. ADJOURNMENT**

MINUTES
HARBOR COMMISSION REGULAR MEETING
WEDNESDAY, JULY 30, 2014 @ 12:00
CITY HALL CONFERENCE ROOM

Call to order: This meeting was called to order by Max Wiese at 12:00 pm.

Roll Call: In Attendance: Greg Loforte, Max Wiese, And Robert Beedle

Approval of Regular Agenda: M/Beedle, 2nd/ Loforte, V/ Unanimous

Approval of Minutes: 4/9/14 Regular: M/Beedle, 2nd/ Loforte, V/ Unanimous

Communications by Visitors: None

Harbormaster's Report: The report was read aloud. (Printed copy available in Agenda packet.)

New Business:

- A. Disposal (Renewal of Lease) for old Sea Grant office (or old Harbormaster's office)

Motion by **Loforte**; "I move to recommend to Planning Commission disposal by lease of a building locally known as the "Old Sea Grant Office" located on a portion of Lot 3, Block 7A, and Tidewater Development Park by negotiating an agreement with the Prince William Sound Science Center and that the maintenance and upkeep of the building be appropriate with the city codes.

General discussion over condition of building and how the maintenance needs of the building were being met. It was noted that the roof is missing some tin and that much of the window and door trim is rotting and allowing water to enter the building. Concerns were brought up about enforcing the conditions of the lease. Also brought up concerns that money from the lease should be going towards future maintenance and or possible removal needs.

Motion seconded by **Beedle** and approved unanimously.

- B. Harbor Loop Road Temporary Refuse transfer site discussion.

General discussion of the site occurred. Points brought up included, the increased traffic flow in the area by users and by baler equipment servicing the site, additional flying debris in the South fill area, the loss of potential long term parking space for the harbor users, and decreased property value for neighboring businesses. Concerns also included the potential harbor contamination from run off from this site. Over all opinion was that it worked as a temporary site but that the Harbor commission would not like to see it permanently in that spot.

Old Business: None

Audience Participation: None

Commission Comments:

Beedle would like to see no wake zones outside of the harbor all the way to the fuel dock. Would like to encourage everyone to ask around and see if there is a way to enforce that.

Loforte enquired about the old Cordova Outboard fuel shed and was told that it is empty and will be the new tractor shed for the North harbor. He also would like to see signage on the cranes explaining why they should not be run in a full circle, and is open to possible credit card machines added to the cranes. He would also like to look into refurbishing concrete floats.

Wiese voiced that he is against the transfer site becoming permanent at the current location.

Adjournment: M/Beedle, 2nd/ LoForte, Unanimous to adjourn

Harbormaster's Report

To: Harbor Commission

From: Harbor Department

Re: Recent Activities and Updates

- Working on 2015 budget
- Tightened and installed jam nuts on No.2 hoist
- Made electrical repairs on J, I, K floats
- Re-bolted G float finger float
- Replaced section of bull rail on K float
- Partnering with NVE to replace street light between Harbor office/Lighthouse
- Inspected Old Sea Grant office
- Built three new picnic tables
- Jason Shapleigh started work on 18 Aug
- Travelift training with Jason
- Acquired a loaner 15,000 gal used oil tank from Shipyard rentals
- Conducted 134 vessel lifts at the Shipyard this year.
- 9 Sept Travelift OOC due to corroded electrical connector
- Working with Jon Stavig on accounts to send to collections
- 2 vessels advertised for bids till 12 Sept 2014
- Sold one impounded vessels. Made arrangements with owner of other vessel
- Attended P&Z meeting 12 Aug 2014
- Attended City Council 3 Sept 2014
- Attending the Harbormaster Association meeting in Ketchikan 13-17 Oct 14
- Phone conference with city Lobbyist
- Had Northern Electric run power to old fuel shack
- Removed broken light pole on C float
- City Council CIP list
 1. Cordova Center
 2. G Float
 3. CCMC Technological improvements
 4. Public Safety Building
 5. General Harbor improvements
 6. Shipyard fill & Shipyard Building
 7. South Fill Sidewalks
 8. Sawmill Ave extension
 9. Rec Building
 10. Ferry Trail

HARBOR REVENUE - OPERATIONS		2012	2013	2014	2014	2015
Account Number	Account Title	Actual	Actual	Actual	Budgeted	Proposed
502-300-44010	Wharfage	\$32,336.67	\$74,115.37	\$35,090.69	\$47,250.00	\$0.00
502-300-44020	Dockage	\$31,603.53	\$43,053.52	\$29,429.81	\$28,750.00	\$0.00
502-300-44030	Impounds & Fines	\$167.60	\$4,540.29	\$1,831.77	\$500.00	\$0.00
502-300-44040	Dry Land Storage Fees	\$76,531.94	\$73,103.47	\$31,742.86	\$90,000.00	\$0.00
502-300-44050	Sale Of Labor	\$938.10	\$874.55	\$2,903.29	\$500.00	\$0.00
502-300-44060	Permanent Slip Fees	\$693,149.99	\$722,456.84	\$786,046.11	\$798,000.00	\$0.00
502-300-44070	Monthly Slip Fees	\$17,715.45	\$28,633.85	\$31,178.74	\$18,150.00	\$0.00
502-300-44080	Daily Slip Fees	\$85,286.87	\$71,177.32	\$74,356.42	\$84,700.00	\$0.00
502-300-44090	Grid Use Fees	\$7,044.22	\$7,751.67	\$6,836.63	\$6,600.00	\$0.00
502-300-44100	Seaplane Moorage	\$1,631.45	\$1,189.17	\$1,070.35	\$500.00	\$0.00
502-300-44110	Utility Sales	\$20,057.16	\$19,368.01	\$24,771.41	\$12,000.00	\$0.00
502-300-44120	Sale of Sevices	\$3,916.80	\$11,926.83	\$4,907.34	\$5,000.00	\$0.00
502-300-44130	Other Harbor Revenue	\$16,016.01	\$2,424.24	\$6,444.98	\$10,000.00	\$0.00
502-300-44135	Penalty & Interest - Harbor	\$9,684.14	\$14,994.60	\$8,254.45	\$2,500.00	\$0.00
502-300-44140	Travel Lift Fees	\$77,603.33	\$119,494.54	\$103,220.15	\$81,831.00	\$0.00
502-300-44150	Launch Ramp Fees	\$1,807.53	\$1,835.64	\$1,737.17	\$2,500.00	\$0.00
502-300-44160	Parking Permits	\$0.00	\$770.00	\$880.00	\$1,000.00	\$0.00
502-300-44170	Maintenance Area Use	\$0.00	\$2,701.15	\$1,678.15	\$2,000.00	\$0.00
	Total REVENUE/OPS	\$1,075,490.79	\$1,200,411.06	\$1,152,380.32	\$1,191,781.00	\$0.00
HARBOR REVENUE - OTHER						
Account Number	Account Title	Actual	Actual	Actual	Budgeted	Proposed
502-398-40239	Pension State Relief	\$38,317.15	\$0.00	\$0.00	\$42,167.00	\$0.00
502-398-40325	Investment Earnings	\$1,801.70	\$1,881.18	\$750.43	\$2,000.00	\$0.00
502-398-42151	Capital Contributions	\$1,572,635.70	\$0.00	\$0.00	\$0.00	\$0.00
	Total REVENUE/OTHER	\$1,612,754.55	\$1,881.18	\$750.43	\$44,167.00	\$0.00
	Total HARBOR REVENUES	\$2,688,245.34	\$1,202,292.24	\$1,153,130.75	\$1,235,948.00	\$0.00
HARBOR EXPENDITURES						
Account Number	Account Title	Actual	Actual	Actual	Budgeted	Proposed
502-400-50000	Salaries and Wages	\$312,176.56	\$282,223.48	\$211,633.18	\$301,235.00	\$0.00
502-400-50010	OT	\$9,857.60	\$9,113.58	\$5,916.11	\$7,000.00	\$0.00
502-400-50020	Temp. Employees	\$3,082.50	\$6,900.00	\$9,792.00	\$7,680.00	\$ 8,680.00
502-400-50100	FICA	\$22,691.10	\$22,658.92	\$17,356.20	\$24,168.00	\$0.00
502-400-50110	PERS	\$98,246.13	\$53,880.84	\$39,812.09	\$67,812.00	\$0.00
502-400-50120	Health Ins.	\$44,190.19	\$48,117.36	\$35,019.41	\$54,566.00	\$0.00
502-400-50130	Compensation Ins.	\$14,216.33	\$11,685.54	\$7,979.65	\$17,886.00	\$0.00
502-400-50140	ESC	\$5,281.45	\$4,277.09	\$2,279.55	\$4,371.00	\$0.00
502-400-50150	PERS Relief	\$0.00	\$0.00	\$0.00	\$42,167.00	\$0.00
502-400-51000	Administrative Costs Allocated	\$130,258.33	\$142,013.47	\$94,262.48	\$130,585.00	\$0.00
502-400-51010	Uniforms/Safety Clothing	\$592.74	\$965.71	\$1,235.68	\$700.00	\$2,200.00
502-400-51020	Operating Supplies	\$7,153.69	\$7,110.74	\$9,389.28	\$10,000.00	\$11,000.00
502-400-51030	Custodial Supplies	\$852.05	\$2,608.95	\$2,519.55	\$2,500.00	\$4,000.00
502-400-52000	Communications	\$3,587.00	\$3,479.67	\$3,231.05	\$3,500.00	\$0.00
502-400-52010	Water, Sewer & Refuse	\$101,146.83	\$108,307.95	\$75,174.63	\$90,000.00	\$0.00
502-400-52020	Street Lighting	\$1,160.40	\$124.89	\$0.00	\$3,000.00	\$0.00
502-400-52030	Electricity	\$90,442.99	\$72,944.72	\$49,279.95	\$70,000.00	\$0.00
502-400-52040	Heating Oil	\$12,119.79	\$14,232.25	\$7,414.49	\$12,000.00	\$0.00
502-400-52070	Leases/Rentals	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00
502-400-52120	Travel - Car Rental	\$37.90	\$0.00	\$0.00	\$250.00	\$0.00
502-400-52130	Travel - Airfare/Ferry	\$492.00	\$1,292.00	\$314.00	\$1,000.00	\$1,500.00
502-400-52140	Travel - Lodging	\$297.00	\$948.79	\$0.00	\$540.00	\$1,000.00
502-400-52150	Travel - Per Diem	\$175.00	\$700.00	\$0.00	\$500.00	\$0.00
502-400-52160	Professional Development	\$431.50	\$0.00	\$0.00	\$0.00	\$500.00

502-400-52170	Dues & Subscriptions	\$325.00	\$150.00	\$150.00	\$360.00	\$0.00
502-400-52179	Drug Testing	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00
502-400-52180	Professional Services	\$115,224.07	\$12,739.49	\$7,111.41	\$20,000.00	\$0.00
502-400-52185	Bank Fees	\$14,073.23	\$21,888.32	\$1,250.76	\$10,000.00	\$0.00
502-400-52270	Legal Printing	\$138.58	\$0.00	\$0.00	\$300.00	\$0.00
502-400-52350	Recruitment and Moving	\$1,713.65	\$0.00	\$0.00	\$0.00	\$0.00
502-400-54000	Fuel & Lube	\$13,721.01	\$11,468.56	\$7,176.26	\$13,000.00	\$0.00
502-400-54010	Vehicle Parts & Repairs	\$304.79	\$1,579.21	\$1,258.35	\$1,500.00	\$2,000.00
502-400-54020	Repair - Other Equipment	\$11,765.30	\$19,044.43	\$15,081.46	\$20,000.00	\$0.00
502-400-54050	R & M Travel Lift	\$3,024.38	\$16,885.22	\$19,793.26	\$13,500.00	\$20,000.00
502-400-54080	Boiler Maintenance	\$110.00	\$0.00	\$0.00	\$0.00	\$0.00
502-400-55000	Other Equipment	\$5,081.16	\$4,308.71	\$3,514.94	\$9,050.00	\$0.00
502-400-55020	Other Improvements	\$105.92	\$5,657.11	\$19,253.76	\$7,000.00	\$14,000.00
502-400-56000	Insurance	\$70,208.06	\$47,064.66	\$43,886.46	\$60,000.00	\$0.00
	Total HARBOR OPS EXPENDITURES	\$1,094,284.23	\$934,371.66	\$691,085.96	\$1,007,070.00	\$64,880.00
TRANSFER TO RESERVE & CIP		2012	2013	2014	2014	2015
502-896-57500	Transfer to Dep'n Reserve	\$70,000.00	\$75,000.00	\$150,000.00	\$150,000.00	\$0.00
502-896-57510	Transfer to Capital Projects	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total TRANSFERS	\$80,000.00	\$75,000.00	\$150,000.00	\$150,000.00	\$0.00
DEPRECIATION & AMORTIZATION						
502-899-59090	Depreciation	\$706,809.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total DEP & AMORT	\$706,809.00	\$0.00	\$0.00	\$0.00	\$0.00
INTERFUND TRANSFERS OUT						
502-901-57415	Transfer to Water Fund	\$9,600.00	\$9,600.00	\$9,600.00	\$9,600.00	\$0.00
502-901-59996	Perm Fund Replacement	\$2,398.00	\$2,328.00	\$2,328.00	\$2,328.00	\$0.00
502-901-59997	Transfer to Perm Fund Trvl Lft	\$18,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00
	Total INTERFUND TRANSFERS OUT	\$29,998.00	\$29,928.00	\$29,928.00	\$29,928.00	\$0.00
	Total EXPENDITURES	\$1,911,091.23	\$1,039,299.66	\$871,013.96	\$1,186,998.00	\$64,880.00
	Net Total HARBOR	\$777,154.11	\$162,992.58	\$282,116.79	\$48,950.00	-\$64,880.00

