

Chairman

Robert Beedle- Council Rep.

Vice-Chairman

Greg LoForte

Commission Members

Brent Davis

Mike Adams

Max Wiese

Harbormaster

Dale Muma

Secretary

Brandy Griffith



**HARBOR COMMISSION REGULAR MEETING
11/9/2011 7:00:00 PM
CITY HALL CONFERENCE ROOM**

AGENDA

A. CALL TO ORDER

B. ROLL CALL

Brent Davis, Greg LoForte, Robert Beedle, Mike Adams, Max Wiese

C. APPROVAL OF AGENDA

D. COMMUNICATIONS BY VISITORS

E. APPROVAL OF MINUTES

1. Regular meeting of 10/12/11

F. HARBORMASTER'S REPORT

G. CORRESPONDENCE

H. OLD BUSINESS

1. Harbor Facilities/Uplands Master Plan

I. NEW BUSINESS

1. Harbor Commission Meeting Schedule

J. AUDIENCE PARTICIPATION

K. COMMISSION COMMENTS

L. ADJOURNMENT

Harbor Commission Regular Meeting
Wednesday October 12, 2011 at 7:00 PM
City Hall Conference Room

- A. Call to Order. The meeting was called to order by Chairman Robert Beedle at 7:07 PM.
- B. Roll Call. In Attendance: Robert Beedle, Mike Adams, Brent Davis and Harbormaster Dale Muma,
- C. Approval of Agenda. M/Davis, S/Adams, V/ Unanimous to approve the agenda.
- D. Approval of previous minutes. M/Davis, S/Adams, V/ Unanimous to approve the minutes of September 14, 2011.
- E. Communications by Visitors: None
- F. Harbormaster's Report. Harbormaster Muma reported on the status of bids regarding the removal of the Sound Developer. There is no change in the status of the land trade with Samson or the Chugach Corp. Discussion regarding possible building structures for the boat haulout facility as well as the current status of the breakwater improvement project and how it relates to the proposal by the PWSSC to fill the area behind the breakwater for the location of their offices/lab.
- G. Correspondence: None
- H. Old Business: None
- I. New Business: Harbor Facilities/Uplands Master Plan – This was a discussion item only to review the document for changes, deletions and additions. All portions of the plan were discussed with the primary focus being on future use of the adjacent harbor uplands as well as expansion.
- J. Audience Participation. None
- K. Commission Comments:
 - Davis: Likes the idea of a master plan as a good planning document. Also is disappointed that of all the lots developed on the South Containment Fill, not one is a seafood store, restaurant or processor to support the seafood/fishing industry.
 - Adams: None
 - Beedle: Thanks to all for attending tonight's meeting and to Dale for his work on the Harbor Master Plan. The document provides a lot of merit for future reference. Looks forward to the next meeting and recommends that any and all Harbor Commission members pass on their thoughts and concerns to city council members
- L. Adjournment: M/Davis, S/Adams, to adjourn. V/Unanimous to adjourn. Meeting adjourned at 8:50 pm.

HARBORMASTER'S REPORT

NOVEMBER 2011

1. I met with the City Manager, Mayor and a representative from one of the local contractors to discuss the Breakwater Improvement project. We discussed all aspects of the project and how they related to producing an RFP (Request For Proposal). It was decided to write the RFP locally and have it reviewed by the city's legal team. Once the document is ready, it will go to public advertisement followed by bid reviews and finally bid award. This process alone will most likely take at least 3-4 months. I know we were all hoping that this project would begin this winter. That is not going to happen. It is hard to say when this project may begin, but I think it is safe to say that we will be well into 2012 before anything happens. As usual, I will keep you up to date on the progress of this project.

We also discussed the construction and installation of an access float for the north launch ramp. If you recall, the city also received grant money for this project. An RFP for this project was discussed and the best method for writing and beginning this process. I have also been working on the Corps of Engineer permit application process for this project. I will let you know how this proceeds.

2. The bid for the removal of the Sound Developer was awarded to Global Diving. This is the same company that made the original attempt at raising this vessel. They will use a different method during this attempt. Rather than de-watering and injecting air into the vessel, they are going to attach float bags to raise and move the vessel. Their plan is to begin operations on November 14 with the first phase of the project. This phase is scheduled to take approximately 11 days and should conclude with the vessel being refloated and moved to the mud flat near the boat haulout facility. The second phase is for decontamination which should take 4-5 days. At the conclusion of this phase, the vessel should be determined to be pollution free and will then be turned over to the city for demolition. The city and USCG met with Global Diving on November 2 to discuss the project and look at the sites involved for this vessel raising. At this meeting we visited the mudflat site and met to discuss various options for removal. At the meeting one option which came to light was the possibility of pulling the vessel up the outer launch ramp using roller bags or logs. We visited the launch ramp where the Global reps thought that this option was do-able. They left Cordova later on Nov. 2nd and said after doing more calculations and making phone calls would get back to us with their recommendation. I should have more information to report by the day of our meeting.

3. Attached is an email from the city clerk regarding training for board and commission members to be given by Dennis McMillian of the Foraker Group. This training is scheduled for November 18th from 6-8 PM in the Library Meeting Room.

Dale Muma

From: Susan Bourgeois
Sent: Tuesday, October 11, 2011 9:33 AM
To: Sam Greenwood; Faith Wheeler-Jeppson (planning2@cityofcordova.net)
Cc: Dale Muma; Susie Herschleb; Laura Cloward (LCloward@cdvcmc.com); Cathy Sherman; Jeannie Blake; Mark Lynch
Subject: Foraker Training

Guys,

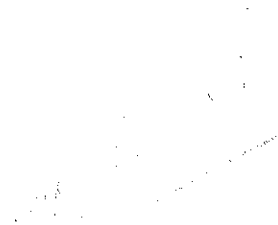
So...had a teleconference this am with Dennis McMillian of the Foraker group and he has graciously decided to split the training up between City boards and commissions and the non-profit boards.

Friday evening November 18 from 6 – 8 in the Library meeting room will be the City session. If you staff a board or commission please get the word out. This is a great opportunity. This gentleman gives this course at AML all the time and with only a few of us hitting AML this year, we are extremely fortunate to have him coming to us instead; and it is condensed to 2 hours; and he will be available to a small group of only us and able to answer our unique questions.

The non-profits (PWSSC, Ski Club, CFRC et al) will have a session more geared toward fundraising, effective meetings, roles and responsibilities. Any of us are welcome at that one as well.

Thanks and really urge your board members to devote 2 short hours to this invaluable training opportunity,
Susan


Susan Bourgeois, City Clerk
City of Cordova, Alaska
PO Box 1210
Cordova, AK 99574
907-424-6248
Cell 907-253-6248



MEMO

DATE: November 1, 2011

TO: Harbor Commission

FROM: Harbormaster Muma 

RE: Master Plan

Attached you will find the Harbor Facilities/Uplands Master Plan. I have amended the plan based on the suggestions we discussed at our October meeting. Please take a look at this document again and be prepared to discuss any other additions, deletions or changes you may want to make.

As stated previously, we can include this document in every commission packet until you feel it is ready for review by the City Council.

CITY OF CORDOVA
HARBOR FACILITIES/UPLANDS MASTER PLAN
(Rough Draft)

The purpose of this document is to provide the Harbor Commission, city council, city administration and city staff direction for the future maintenance, use and development of the Cordova Harbor facilities and the immediate adjacent harbor area uplands. Recommendations in this document will be developed by the Harbor Commission and harbor staff as a long-term plan and will be presented to the Cordova City Council upon its completion.



FACILITIES

OLD HARBOR – Originally constructed in 1938, this facility was re-built following the 1964 earthquake. In 2005, after 41 years, this facility was completely renovated using funds received from the State in a transfer of ownership agreement which gave the City full ownership of the entire harbor. This facility is constructed using wooden floats, supported by steel piles and has the capacity to moor 214 vessels. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years – Minor maintenance
- ❖ 10 Years – Minor maintenance/limited replacement of float components such as bullrails, decking, utilities where necessary.
- ❖ 20 Years- Maintenance to major components becomes more significant and frequent. Ongoing replacement of floats, decking, utilities should continue. Discussion regarding renovation should begin as this facility will be 26 years old. As part of renovation discussion, consideration should be given to installing sheet pile the length of Breakwater Ave. on the harbor side to provide for expanded parking, sidewalks or additional dock space.

LOADING DOCK – This facility was also rebuilt following the 1964 earthquake. The decking was replaced in 1998 and again in 2010. The old gantry style hoist was removed in 2010 and replaced with a hydraulic hoist. There are no known problems with existing piling or bracing. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Replacement of decking where needed.
- ❖ 10 Years- Evaluation of support piles and bracing. Replacement of all decking.
- ❖ 20 Years-Evaluation of entire facility for useful life remaining.

OLD GRID- This facility is a 180'/90 ton wooden grid which was constructed following the 1964 earthquake. It has had some replacement of timbers in the early 90's but no other maintenance. Several of the supporting piling are rotten. The Harbor Department placed a vessel length limit of 50' on this facility in the late 1990's to help reduce damage. The trestle and dock associated with this grid have had some minor piling repair and bracing replacement. The building on this dock is currently being used as offices for the Prince William Sound Science Center. It has had extensive repairs and upgrades but is an old structure and should be evaluated in the future to determine if it retains any useful life. The deck to this trestle was replaced in 1998. **Current condition: Grid-Poor to Fair, Trestle-Fair**

Future Needs Within:

- ❖ 5 Years- Replacement of grid timbers and trestle decking as needed.
- ❖ 10 Years-Evaluation of entire facility including the building. Based on the evaluation of the facility, decide whether to close and remove entire facility including grid, trestle, dock and building. This area could be used

as a location for future expansion of harbor facilities. Possibilities include a new grid, more slips, the extension of the Old Harbor Loading Dock.

- ❖ 20 Years-Construction of a new facility in this area.

OLD HARBOR APPROACH #4- This facility was constructed following the 1964 earthquake and the only maintenance performed has been decking replacement. During the renovation of the Old Harbor in 2005, this approach had a complete decking replacement. The building on this approach, although appears to be in fair condition, is approximately 46 years old. To eliminate future maintenance, this structure should be removed once it has reached the end of its useful life. The gangway on this approach was installed during the 2005 renovation and is in excellent condition. **Current condition:**

Good

Future Needs Within:

- ❖ 5 Years- Replacement of all decking.
- ❖ 10 Years- Evaluation of all decking, support piles and bracing and replace as needed. Evaluation of building and removal if necessary. Evaluation of gangway and repair where necessary.
- ❖ 20 Years- Evaluation of support piles, bracing and replace as needed. Replacement of all decking. Evaluation of building (if still in existence) and removal if necessary. Evaluation of gangway and repair where necessary.

OLD HARBOR APPROACH #5- This facility was constructed following the 1964 earthquake and the only maintenance performed has been decking replacement. The decking was replaced in 1998 and again in 2010. The gangway on this approach was installed during the 2005 renovation and is in excellent condition. **Current condition:**

Good

Future Needs Within:

- ❖ 5 Years-Continued replacement of decking as needed.
- ❖ 10 Years- Evaluation of all decking, support piles and bracing and replace as needed. Evaluation of gangway and repair where necessary.
- ❖ 20 Years- Evaluation of entire facility for remaining useful life.

NEW HARBOR-This facility was constructed with the expansion of the harbor beginning in the early 80's. It is currently 27 years old. This is primarily a concrete float facility with wooden components to tie it together. The transient float is wood with steel piles. The remainder of the harbor has a combination of wood and steel piles. Although the concrete in this facility has held up very well, we are starting to see the wooden components beginning to fail. The waterline was replaced in the mid-90's with an HDPE line which, since its introduction, has required very little maintenance. Electrical components have had to be replaced at frequent intervals. H and I Floats have experienced significant damage due to winter storms which produces a swell which enters the harbor uninterrupted. In 1994, the State of Alaska spent approximately \$100,000 repairing damage from the north wind. Since that time, the harbor has seen the loss of several more finger floats due to the same north swells. This harbor has the

capacity to moor 501 vessels. This facility should provide another 10-15 years of reliable service. **Current condition: Fair to good**

Future Needs Within:

- ❖ 5 Years-Continued replacement of and maintenance to structural components and utilities. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 10 Years-Continued replacement of and maintenance to structural components and utilities. Efforts to secure funding for facility replacement should be in progress.
- ❖ 15 Years-Replacement of facility.

NEW GRID-This facility is a 160'/250 ton steel grid and was constructed during the harbor expansion of the early 80's. During the first twenty years of its existence, this facility required frequent replacement of the wooden timbers. The last complete replacement of the wooden components was in 1997. In 2006, all of the wooden timbers were replaced with HDPE. Since that time, no maintenance has been required at this facility. **Current condition: Very good**

Future Needs Within:

- ❖ 5 Years-Monitor silt accumulation around lower grid bents and remove as necessary.
- ❖ 10 Years- Monitor silt accumulation around lower grid bents and remove as necessary. Complete an evaluation of all grid components, including steel piling, catwalk and HDPE timbers and replace items where necessary.
- ❖ 20 Years- Monitor silt accumulation around lower grid bents and remove as necessary. Complete an evaluation of all grid components, including steel piling, catwalk and HDPE timbers and replace items where necessary.

NEW HARBOR APPROACH #1-This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR APPROACH #2- This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.

- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR APPROACH #3- This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR/NEW GRID APPROACH - This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

THREE STAGE DOCK- There was major modification and enhancement of this facility during the New Harbor expansion of the early 80's. Since that time, the decking has been replaced on all levels of this dock, bullrails have been replaced, and all sway bracing under the dock has been replaced as well. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

INNER HARBOR LAUNCH RAMP- This facility was constructed in 2005 with the renovation of the Old Harbor. This launch ramp also includes an access float. Since its construction, no maintenance has been necessary. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years-Continued monitoring of concrete planks on ramp and articulated access float. Make repairs/maintenance as needed.
- ❖ 10 Years- Continued monitoring of concrete planks on ramp and articulated access float. Make repairs/maintenance as needed.
- ❖ 20 Years- Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.

NORTH FILL LAUNCH RAMP- This facility was constructed in 1990 and has seen considerable damage to concrete planks due primarily to landing craft use. Although still usable, this facility needs improvement work. In 2011, funds were approved by the State of Alaska in the amount of \$350,000 for launch ramp improvements. Initial estimates by city engineers report that approximately \$800,000 will be needed to construct and install an access float at this ramp. **Current condition: Fair**

Future Needs Within:

- ❖ 5 Years- Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 10 Years- Continued monitoring of facility for repairs and maintenance. Secure funding and replace facility.
- ❖ 20 Years- Continued monitoring of facility. Make repairs/maintenance as Needed.

NORTH CONTAINMENT BOAT STORAGE AREA- Since the creation of this fill, these three lots just north of Bayside Storage have been used as a city boat storage area. It has been re-organized once and the Harbor Dept., along with the Harbor Commission, is currently developing plans and rules for use of this area to make it more user friendly by the addition of a maintenance area with water and power beginning in 2012. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Completion of maintenance area including vessel spaces with water and electricity available at each space. Continue monitoring by harbor staff to ensure proper use.
- ❖ 10 years- Maintenance to utilities as needed. Continued monitoring by harbor staff to ensure proper use.
- ❖ 20 Years- Maintenance to utilities as needed. Continued monitoring by harbor staff to ensure proper use.

CITY DOCK- Constructed in 1965, this facility was the moorage facility for the USCG buoy tenders until 2002 when the USCG relocated to the North Fill T-Dock. This dock was completely re-decked in 1998 and then underwent a 4 million dollar renovation in 2005. This renovation included piling replacement, decking and bullrail replacement, installation of fenders and camels, installation of dolphins, upgraded lighting and replacement of all sway-bracing. Since the renovation only minor maintenance has been required to the camels and lighting. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years - Monitoring of facility for needed repairs and maintenance.
- ❖ 10 Years- Continued monitoring of facility for repairs. Decking will most likely need replacement. Camel anchoring system should be evaluated and replaced as needed.
- ❖ 20 Years- Continued monitoring of facility. Replacement of all decking and bullrails. Replacement of sway-bracing where needed. Replacement of camels and anchoring system. Upgrade/replacement of lighting system.

NORTH CONTAINMENT T-DOCK- This facility was constructed in 1989 and was initially used for loading and unloading of fishing gear and light freight. In 2002, extensive upgrades were completed as part of an agreement with the USCG to relocate their new buoy tender to this facility. This is a secure facility and is leased to the USCG for buoy tender moorage. This facility is a concrete dock supported by steel piles. It has a timber fender system as well as a series of camel logs which keeps the buoy tender off the face of the dock. Since the upgrade, little maintenance has been required at this facility. One fender was replaced due to a vessel strike and there have been some waterline problems during the winter months. The abutment between the dock approach and the road was replaced with a concrete one in 2011. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years- Monitor fenders, camels and lighting for needed maintenance.
- ❖ 10 Years- Evaluation of steel piles for corrosion and installation of cathodic protection if necessary. Monitor fenders, camels and lighting for needed maintenance.
- ❖ 20 Years- Continued monitoring of all facility components for repairs.

MUNICIPAL DOCK(Ocean Dock)- This is Cordova's primary facility for the reception of the community's fuel and waterborne freight. This dock, constructed in 1968, is a concrete facility supported by steel piles. A brief history of maintenance at this facility is as follows: 1982- Replacement of all fenders on the face of the dock. 1994- Installation of heat shrink wraps to all piling to enhance corrosion protection. 1997- Bullrail repair/replacement at the face of the dock. 2001- Piling cluster re-securement at dock corners. There is a small building of the dock which houses the Cathodic Protection system which provides a steady current to all piling to prevent corrosion. This system is inspected and serviced every year and is in good operating condition. This facility, for its age, is generally in good condition. I credit the condition of the dock to less use over recent years. Samson Tug & Barge and Shoreside Petroleum are the only regular users. In the past other users included Sealand, and the Alaska Marine Highway. Sealand no longer comes into Cordova and the Marine Highway constructed their own facility in 2005. Upgrades to components of the dock need to be considered to extend the life of the facility. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Continued maintenance to bullrails, fenders, overhead lighting and cathodic protection. Although these components are starting to show their age, with proper repairs should last at least five more years.
- ❖ 10 years- Funding should be secured to begin replacement of all bullrails, fenders (especially at dock face) and lighting. The cathodic protection system should be evaluated for life expectancy and either be updated or replaced.
- ❖ 20 years- A thorough evaluation of this facility should be completed to Determine remaining useful life.

TRAVEL LIFT FACILITY- Construction to this facility was completed in 2010. It includes the Marine Travelift, piers, washdown pad, water treatment unit, maintenance area including overhead lighting and utilities. The facility operates on approximately 2

acres of the Ocean Dock Subdivision. The Marine Travel Lift was purchased in 2009. The City is currently negotiating with Samson Tug & Barge to make a property trade to make the travel lift facility and operating area more efficient. **Current condition:**

Excellent

Future Needs Within:

- ❖ 5 Years- Explore options and secure funding to expand existing fill to provide for additional space for vessel maintenance/storage and to provide space to erect a large maintenance building.
- ❖ 10 Years- Expand fill and erect maintenance building. Monitor facility, equipment and systems for continued maintenance and repairs.
- ❖ 20 Years- Continued maintenance to all facilities, equipment and systems.

UPLANDS

SOUTH CONTAINMENT FILL- Since its construction during the early 80's harbor expansion project, this area has reached its capacity for future development. The possibility of expansion of this area needs to be discussed. Other discussion should include parking, sidewalks and use and direction of future expansion.

Future Needs:

1. All current parking areas should be designated and maintained as permanent harbor parking and those areas should never be considered as available for sale.
2. Sidewalks with proper curbs and drainage should be established throughout this area.
3. Designate and maintain a short-term trailer parking area for recreational users.
4. Explore the installation of sheet piles on the harbor side of Nicholoff Way to provide additional space for sidewalks, parking or businesses.
- 5.
- 6.
- 7.
- 8.

NORTH CONTAINMENT FILL- Since its construction during the early 80's harbor expansion project, this area has reached its capacity for future development. The possibility of expansion of this area needs to be discussed. Other discussion should include parking, sidewalks and use and direction of future expansion.

Future Needs/Discussion Items:

1. Designate and maintain Lot 1&2, Block 6 as a staging, turnaround and parking area for trailer use at the North Fill Launch Ramp.
2. Designate Lots 1&2, Block 6 and Lot 3, Block 5 as snow dumps during winter months.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

HARBOR EXPANSION

The future expansion of the harbor is a topic that has been discussed recently since slips for boats larger than 40' have been in demand for approximately the last year. Due to damage from the north wind, the harbor experienced the loss of three more 50' finger floats during the winter of 2010/2011. Since the last expansion in the early 80's, winter storms have caused the loss of 7-50' finger floats(14 slips) and 3-30' finger floats(6 slips). The loss of the smaller slips is insignificant, however, the loss of the 50' slips has proven to put a demand for large boat moorage on the harbor. Although discussion of expansion is certainly a valid topic, there may be ways to avoid this expensive endeavor. At some point in the next 10-15 years, the New Harbor will have to be renovated as it will be approaching the end of its useful life. With thoughtful design and engineering, the New Harbor renovation should provide adequate moorage for years to come. With input from city staff, Harbor Commission and the public, engineers should be able to design a more efficient, user friendly harbor layout that will sufficiently provide moorage for the fleet. Since about 1990, the annual stall rental capacity has fluctuated anywhere


from 70% to as high as 88%. With a more efficiently designed harbor, the ability to accommodate all users should not be an issue.

Possible future expansion into the area that is now occupied by the Old Grid and the Prince William Sound Science Center could also provide for additional slips as well. This area could provide for several large boat slips or as many as twenty small boat slips.

MEMO

DATE: November 1, 2011

TO: Harbor Commission

FROM: Harbormaster Muma 

RE: Meeting Schedule

Beginning in 2012, I am recommending that the Harbor Commission amend its meeting schedule from monthly to quarterly as conducted in the recent past. My reason for this recommendation is that this commission does not have enough business or items that need action to justify a monthly meeting. Since the reorganization of this commission back in February of this year we have held seven meetings. Of the agendas for these seven meetings, there have been only 3 items that have required action by this commission.

- Master Plan(Oct & Nov) – No action taken yet on this item
- Boat Storage Improvements(May, July, Sept)
- 2012 Rate Recommendation(Sept.)

Most of the information presented to you has required no action or vote by this commission. My point is that I feel there is no need to have a monthly meeting if we can take care of business once every three months instead. There has been quite a bit of discussion and conversation but is it necessary to have a formal meeting for this purpose?

According to Harbor Commission By-Laws, Article IV, Section 1, **“The Commission shall meet at a time and place to be designated by the Commission.”**

The Cordova Municipal Code section 11.08.020(D) states, **“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”.**

This commission is an advisory commission only. I don't think it is necessary to meet monthly unless we have the need to do so and right now I don't see the need. If the need arises, that requires this commissions input, a meeting can be called anytime.

I am recommending we meet quarterly during the second Wednesday of January, April, September and November.