CITY_OF_CORDOVA

Chairman: Robert Beedle Commissioners: Greg LoForte

HARBOR COMMISSION REGULAR MEETING Nov 9, 2016 @ 7:00 PM CITY HALL CONFERENCE ROOM B

AGENDA

Max Wiese Kenneth Jones Jacob Betts Harbormaster: Tony Schinella

Admin Assistant: Brandy Griffith

CALL TO ORDER

ROLL CALL

Robert Beedle, Greg LoForte, Max Wiese, Ken Jones, Jacob Betts

1.	APPROVAL OF REGULAR AGENDA	Page 1
2.	APPROVAL OF MINUTES A. Oct 12, 2016 @ 7:00 PM Regular meeting.	.Page 2
3.	COMMUNICATIONS BY VISITORS	
	A. Correspondence: Letter from Robert Smith B. Audience comments regarding agenda items (3 minutes per speaker)	Page 3
4.	HARBORMASTERS REPORT.	Page 4
5.	NEW BUSINESS	
	A. Dock use charges as it applies to small processors. B. Budget.	
6.	OLD BUSINESS A. None	
7.	MISCELLANEOUS BUSINESS	
	A. Used oil: Building, equipment, cost vs savings and payback timeline estimates	Page 7-9
8.	AUDIENCE PARTICIPATION	

10. ADJOURNMENT

9. COMMISSION COMMENTS

MINUTES HARBOR COMMISION MEETING October 12, 2016 @ 7:00 PM CORDOVA CENTER ROOM B

Call to order: This meeting was called to order by Robert Beedle @ 7:03 pm.

Roll Call: In Attendance: Jake Betts, Greg Loforte Via Phone, Robert Beedle, Ken Jones via phone @ 7:30 pm

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

Approval of Minutes: M/ Loforte, 2nd/Betts, V/ Unanimous

Communications by Visitors: None

Correspondence: Letter from Anna Young. Commission members were informed that the harbor has reached an agreement with Ms. Young and will be paying for the work to fix the damages as per the quote from Alaska Marine Response.

Harbormaster's Report: The report was printed in the agenda packet. Additional information: Cost to the Harbor to dispose of used oil was 23,000.00. NVE paid the shipping costs of 7,000.00. While at AAHPA conference discussed enforcement of insurance requirements within the harbors. Many harbors looking at new procedures. Will be asking commission and council to draft a resolution in support of the state harbor grant program. May be going to Juneau in the spring to meet with the legislature. Met with Andy Craig to discuss pulling one finger float off of K or J float and rebuilding it to get an accurate idea of cost and resources involved with in house harbor renovations.

New Business: South Harbor Condition Assessment report. General once over of report. Will bring it up again after more time to read it. Good starting point for writing grants.

Old Business: None

Miscellaneous Business: None

Audience Participation: None

Commission Comments:

Jones: Next meeting would like to talk about CAMTU's use of the dock for delivery, and would like to see financials for the year.

Loforte: Has had complaints about the North Fill launch ramp dock being hard to tie up too. Would like to see cleats on the bull rail. The East side of the USCG dock has a ladder that could be moved to the 5th approach loading dock. My last meeting, let's not forget the USFS lease issue. Thanks.

Betts: Also would like to see financials at next meeting.

Beedle: Thanks to Greg for being on the board.

Adjournment: 7:38 PM

To the Harbor Commission

Dear Commissioners.

The cranes and geese are gone. The calls of the last stragglers as they head south are but a memory. The mountaintops have received the first dusting of snow. "Resident" fishermen are scrambling to get their spill drill done and their bags packed so they can go home for the winter. The violent storms of the autumnal equinox have come and gone and G float is still here. Barely.

As you contemplate the disintegrating infrastructure of Cordova's small boat harbor, as you ponder whether or not G float will still be here in the Spring; remember the season is upon you. The most important season for the Harbor Commissioners is here.

Dumpster locking season

Yes, once again it is time to lock the Harbor Dumpsters. But take heart. Help has arrived. Hillbilly Marine Services (HMS) are here. In this time of vanishing budgets and disappearing marine fuel taxes, any potential way to reduce Harbor expenses should receive careful consideration.

Just imagine if all the dumpster locking and chaining expenditures could be consolidated into one modest lump sum. Sound too good to be true? It's not. At Hillbilly Marine, for a reasonable fee, we can weld your dumpsters shut. Please call us for a quote. No matter how rusty your dumpster is we can weld it shut. Even if by some miracle the Harbor has received one of our pretty painted dumpsters that you can actually throw stuff in, (doubtful) we can weld that shut too.

For an additional fee, HMS can post a list of potential dumpster locations where people <u>can</u> go to dispose of their trash. How convenient that will be for citizens who are soon to be frustrated in their attempt to throw their trash out in Harbor dumpsters. Of course the convenience of this list will diminish as more and more dumpsters are welded shut around town. Which will inevitably happen once people begin to realize the true savings that can be achieved with a dumpster welding program. If such a program were implemented citywide landfill costs would plummet. But as usual the burden falls on the Harbor to take the first step. Does the Refuse Department have a commission that we could contact?

Nobest a Smil Sole Proprietor

Thank you,

Hillbilly Marine Services

Harbormaster's Report

- Reinstalled repaired light pole with 2 new LED light and all new wiring at the north end of Ocean Dock
- Installed 15 new pile hoops. Ordered another 12
- Winterized water system throughout the harbor
- Re-attached G 21/22 finger float
- Removed North Ramp floating dock and towed into the harbor
- Replaced broken roof beam in storage shed
- Dewatered and towed vessel Tonka to ramp
- Repaired electrical at H-53, H-69, J-4
- Sent out monthly invoices
- Sent notices to 3 vessel owners with vessels that do not conform to 11.16.070 of Title 11
- I met with the 3 vessel owners and they are all working to either repair or remove their vessels from the harbor
- Met with City Manager Alan Lanning and Weston Bennett to come up with some ideas and estimates on constructing a used oil processing facility behind the harbor office. This is a joint effort with other city departments
- Gathering info on building prices, centrifuge info, prices on new used oil tanks and gathering up past history on oil collection amounts and delivery amounts.
- Cleaned up yard behind harbor office
- Replaced two old street lights next to Fisherman's Memorial with new LED's
- Painted new slip name tags
- Attended council meeting
- Preparing for Pacific Marine Expo
- Meeting with city manager about F/V Polar Bear
- Spoke with the owner of F/V Polar bear to inform him of ideas and to discuss optional locations for moorage of his vessel
- Conducted 154 vessel lifts at the Shipyard so far this year
- Sent out impound notice for F/V Tumac, impounded F/V Tumac

HARBOR ENTER	RPRISE FUND	20 1	. 4	201	L 5	20:	16	201	16	201	7
Account #	Account Title	Ac	tual	A	tual	A	ctual	Вι	ıdget	Pro	posed
REVENUE - OPE	ERATIONS										
502-300-44010	Wharfage	\$	59,824.10	\$	43,383.81	\$	14,931.24	\$	47,250.00	\$	-
502-300-44020	Dockage	\$	37,933.66	\$	38,448.16	\$	28,755.89	\$	28,750.00	\$	-
502-300-44030	Impounds & Fines	\$	2,158.65	\$	1,225.92	\$	1,691.01	\$	500.00	\$	-
502-300-44040	Dry Land Storage Fees	\$	49,263.41	\$	43,693.27	\$	42,542.77	\$	90,000.00	\$	-
502-300-44050	Sale Of Labor	\$	3,142.58	\$	360.00	\$	719.99	\$	500.00	\$	-
502-300-44060	Permanent Slip Fees	\$	832,683.65	\$	863,457.71	\$	760,431.54	\$	834,130.00	\$	_
502-300-44070	Monthly Slip Fees	\$	34,037.82	\$	26,096.59	\$	17,938.97	\$	18,150.00	\$	_
502-300-44080	Daily Slip Fees	\$	103,685.38	\$	79,049.48	\$	55,225.56	\$	84,700.00	\$	_
502-300-44090	Grid Use Fees	\$	8,254.72	\$	8,433.59	\$	5,628.46	\$	6,600.00	\$	_
502-300-44100		\$	1,070.35	\$	815.72	\$	815.72	\$	500.00	\$	_
502-300-44110	Utility Sales	\$	29,621.40	\$	22,352.44	\$	13,723.87	\$	12,000.00	\$	_
502-300-44120	Sale of Sevices	\$	5,886.73	\$	5,857.90	\$	1,305.46	\$	5,000.00	\$	_
502-300-44130	Other Harbor Revenue	\$	29,019.76	\$	13,234.44	\$	4,848.00	\$	10,000.00	\$	_
502-300-44135	Penalty & Interest - Harb		11,794.03	\$	12,215.49	\$	7,974.65	\$	2,500.00	\$	_
502-300-44140	Travel Lift Fees	\$	135,289.61	\$	142,186.17	\$	97,669.56	\$	81,831.00	\$	_
502-300-44150	Launch Ramp Fees	\$	1,757.17	\$	1,908.86	\$	1,771.53	\$	2,500.00	\$	_
502-300-44160	Parking Permits	\$	1,000.00	\$	760.00	\$	2,245.64	\$	1,000.00	\$	_
502-300-44170	Maintenance Area Use	\$	2,135.65	\$	1,282.54	\$	712.50	\$	2,000.00	\$	
502-300-44180	Misc Settlement Proceed		-	\$	-	\$	32,000.00	\$	-	\$	
302 300 11100	Total Revenue - Operation		1.348.558.67	-	1,304,762.09	-	1,090,932.36	-	1,227,911.00	\$	_
OTHER REVENU	•	Ϋ.	1,540,550.07	Ψ.	1,304,702.03	Ψ.	1,030,332.30	Ψ.	1,227,311.00	7	
502-398-40239	Pension State Relief	\$	83,125.48	\$	89,516.50	\$		\$	17,177.00	\$	_
502-398-40325	Investment Earnings	\$	1,220.98	\$	1,090.03	\$	873.01	\$	1,500.00	\$	
302 330 40323	Total Other Revenue	\$	84,346.46	\$	90,606.53	\$	873.01	\$	18,677.00	\$	
	TOTAL REVENUE HARBOR		L,432,905.13		1,395,368.62		1,091,805.37	_	1,246,588.00	\$	-
	TO TALKE VENOL HARDON	Ϋ.	1,432,303.13	,	1,333,300.02	,	1,001,000.01	,	1,240,300.00	7	
HARBOR OPERA	ATIONS										
	Salaries and Wages	\$	324,187.50	\$	300,560.41	\$	225,577.83	\$	323,972.00	\$	
502-400-50010		\$	6,077.98	\$	4,231.44	\$	5,571.70	\$	7,000.00	\$	-
502-400-50010		\$	9,792.00	\$	4,231.44	\$	4,760.00	\$	8,680.00		,000
502-400-50100		\$	24,648.24	\$	24,076.41	\$	17,549.56	\$	25,963.00	\$ 12	,000
502-400-50110		\$	138,436.70	\$	56,810.89	\$	42,250.47	\$	72,814.00	\$	-
502-400-50110	Health Ins.	\$	56,275.57	\$	91,506.32	\$	54,493.57	\$	57,168.00	\$	-
		\$	11,868.21		12,430.21	\$		\$		\$	-
502-400-50130			-	\$	•		9,107.59		19,030.00		-
502-400-50140		\$	2,768.72	\$	2,320.19	\$	2,016.78	\$	2,371.00	\$	-
502-400-50150		-	141 202 72		89,516.50	\$	04.262.49	\$	17,177.00	\$	
502-400-51000	Administrative Costs Allo	-	141,393.72	\$	141,393.72	\$	94,262.48	\$	130,585.00	\$	-
502-400-51010	Uniforms/Safety Clothing		1,444.66	\$	1,426.20	\$	192.39	\$	2,500.00	\$	-
502-400-51020	Operating Supplies	\$	11,076.84	\$	11,932.25	\$	6,732.42	\$	11,000.00	\$	-
502-400-51030		\$	2,635.78	\$	3,298.70	\$	1,947.07	\$	4,000.00	\$	-
502-400-52000	Communications	\$	4,117.58	\$	3,579.78	\$	3,067.73	\$	3,500.00	\$	-
502-400-52010	·	\$	101,608.24	\$	97,399.17	\$	75,733.24	\$	90,000.00	\$	-
502-400-52020	Street Lighting	\$	-	\$	-	\$	-	\$	3,000.00	\$	-
502-400-52030	·	\$	73,462.35	\$	48,826.98	\$	34,332.59	\$	70,000.00	\$	-
502-400-52040	Heating Oil	\$	10,395.72	\$	7,644.76	\$	3,614.86	\$	12,000.00	\$	-
502-400-52070	Leases/Rentals	\$	-	\$	-	\$	-	\$	500.00	\$	-

502-400-52120	Travel - Car Rental	\$	208.09	\$	_	\$ _	\$	250.00	\$	_
	Travel - Airfare/Ferry	\$	1,742.70	\$	1,208.49	\$ 1,478.87	\$	2,000.00	\$3,50	20
	Travel - Lodging	\$	357.00	\$	2,295.00	\$ 425.00	\$	1,500.00	\$	-
502-400-52150 Travel - Per Diem		\$	-	\$	250.00	\$ 450.00	\$	500.00	\$1,00	00
502-400-52160	Professional Developme	\$	-	\$	-	\$ 485.00	\$	1,000.00	\$	-
502-400-52170	·	\$	150.00	\$	-	\$ -	\$	-	\$300)
502-400-52179	Drug Testing	\$	-	\$	-	\$ -	\$	400.00	\$	-
502-400-52180	Professional Services	\$	8,565.54	\$	18,871.62	\$ 10,276.17	\$	29,000.00	\$	-
502-400-52185	Bank Fees	\$	22,447.11	\$	21,270.22	\$ 17,574.54	\$	10,000.00	\$	-
502-400-52270	Legal Printing	\$	-	\$	-	\$ -	\$	300.00	\$750)
502-400-52290	Bad Debt Expense	\$	31,914.92	\$	-	\$ -	\$	-	\$	-
502-400-54000	Fuel & Lube	\$	9,310.07	\$	5,837.69	\$ 2,924.66	\$	10,000.00	\$	-
502-400-54010	Vehicle Parts & Repairs	\$	1,458.86	\$	1,750.86	\$ 1,701.45	\$	2,500.00	\$	-
502-400-54020	Repair - Other Equipmen	\$	20,703.68	\$	18,659.06	\$ 13,025.82	\$	20,000.00	\$40,0	000
502-400-54050	R & M Travel Lift	\$	20,885.22	\$	15,285.81	\$ 20,955.35	\$	22,000.00	\$	-
502-400-55000	Other Equipment	\$	7,278.92	\$	51,732.54	\$ 2,928.44	\$	11,050.00	\$20,0	000
502-400-55020	Other Improvements	\$	37,397.02	\$	20,587.69	\$ 55,409.69	\$	29,500.00	\$29,0	000
502-400-56000	Insurance	\$	57,059.59	\$	54,800.89	\$ 39,517.34	\$	60,000.00	\$	-
	Total Harbor Operations	\$1	L,139,668.53	\$1	L,109,503.80	\$ 748,362.61	\$1	1,061,260.00	###	#####
TRANSFER TO I	DEP'N RESERVE/CIP									
502-896-57500	Transfer to Dep'n Reserv	\$	150,000.00	\$	150,000.00	\$ 150,000.00	\$	150,000.00	\$	-
502-896-57510	Transfer to Capital Projec	\$	199,911.82	\$	-	\$ -	\$	-	\$	-
	Total Transfer to Reserve	\$	349,911.82	\$	150,000.00	\$ 150,000.00	\$	150,000.00	\$	-
DEPRECIATION	& AMORTIZATION									
502-899-59090	Depreciation	\$	760,430.15	\$	768,336.79	\$ -	\$	-	\$	-
	Total Depreciation & Am	\$	760,430.15	\$	768,336.79	\$ -	\$	-	\$	-
INTERFUND TR	ANSFERS OUT									
502-901-57415	Transfer to Water Fund	\$	9,600.00	\$	9,600.00	\$ 15,000.00	\$	15,000.00	\$	-
502-901-59996	Perm Fund Replaceme	\$	2,328.00	\$	2,328.00	\$ 2,328.00	\$	2,328.00	\$	-
502-901-59997	Transfer to Perm Fund	\$	18,000.00	\$	18,000.00	\$ 18,000.00	\$	18,000.00	\$	-
	Total Interfund Transfers	\$	29,928.00	\$	29,928.00	\$ 35,328.00	\$	35,328.00	\$	-
	TOTAL EXPENDITURES	\$2	2,279,938.50	\$ 2	2,057,768.59	\$ 933,690.61	\$1	L,246,588.00	###	#####
	NET TOTAL HARBOR		(847,033.37)	\$	(662,399.97)	\$ 158,114.76	\$	-	###	#####

Current Used Oil Intake		
Average Yearly Gallons of Used Oil	23,000	
Disposal Cost		
Current Disposal Cost Per Gallon	\$ 2.30	
Transportation Cost	\$ 0.70	
Estimated Yearly Cost of Disposal	\$69,000.00	
Infrastructure Upgrades		
Construct New Used Oil Building	\$ 100,000	33k concrete 24.5k buildii
Purchase Centrifuge	\$ 42,000	
Purchase (2) New 8,000 gallon tanks	\$ 44,600	
Plumbing and Fittings	\$ 4,000	
Total Costs	\$ 190,600	
Yearly Operating Costs		
Sludge Yearly Transfer Costs	\$ 5,000	
R&M Costs	\$ 3,000.00	
Maintenance Labor	\$ 3,740.88	^1
Delivery Costs	\$ 7,481.76	^2
Total	\$19,222.64	
Yearly Heating Labor Cost Savings		
Reduced Maintenance Labor City Shop	\$ 5,755.20	^3
Reduced Maintenance Labor High School	\$ 5,755.20	
Total	\$11,510.40	
Breakeven	Years	
Breakeven at Current Facilty Use	2.87	
Detential Vessly Cost Sovings		
Potential Yearly Cost Savings Sewer	\$ 4,492	
Water	\$ 4,492	
Harbor	\$ 5,841	
Pool	\$ 53,651	
Odiak Park	\$ 33,031	
Public Safety	\$ 17,549	
i upile salety	17,549	
Breakeven with Additional Facilities	Years	
Sewer	2.84	
Water	3.00	
Harbor	3.08	
Pool	3.55	
Odiak Park	3.14	

		Inputs
	Per hour	
Average Labor Cost	\$ 24.8	Average of 3 employees wages
Average Labor Cost Plus Fringe	\$ 35.9	7
Estimated install cost of City Shop boiler	\$20,000.0	
Estimated weekly maintenance of current oil supply		4
		Notes
	,	1 2 hours per week for maintenance
	,	2 4 hours per week delivering used oil
	,	3 Labor savings reduction of 4 hours per week to 2 hours per month
	,	4 Average Cost of Heating Fuel 2015 is \$2.96
	,	5 Burner exists but small infrastructure changes is needed
	/	6 Estimated install cost of City Shop boiler
		City Shop uses on average 200 gallons per week of used oil
		High School uses on average when running about 300 gallons per week of used of oil

		Po	tenti	al Sav	ings	Per Faci	lity				
	3.00 dollar										
	15 Heating Fuel	2015 Gallons	Estimat	ed Savings	Labor M	aintenance	Yearly	Cost Savings	Ins	stall Cost	Breakeven
Sewer	\$ 6,694	2,398	\$	5,355	\$	863	\$	4,492	\$	2,000	0.45
Water	\$ 15,511	5,064	\$	12,409	\$	863	\$	11,546	\$	20,000	1.73
Harbor	\$ 8,380	2,807	\$	6,704	\$	863	\$	5,841	\$	20,000	3.42
Pool	\$ 68,143	23,037	\$	54,514	\$	863	\$	53,651	\$	100,000	1.86
Odiak Park	\$ 3,255	1,086	\$	2,604	\$	863	\$	1,741	\$	20,000	11.49
Public Safety	\$ 23,015	7,821	\$	18,412	\$	863	\$	17,549	\$	20,000	1.14
. asiie Saicey	20,010	7,021	Ψ	10, 112	Ψ		Ψ	17,0 13	Y	20,000	2.2.1
Facility	Annual Heating	2015 Gallons	80% of A	Annual Cost	Costs M	aintain Boiler	Potent	tial Savings	Ins	stall Cost	Breakeven
	\$ 3.25										
Sewer	7,793.50	2,398	\$	6,235	\$	863	\$	5,372	\$	2,000	0.37
Water	16,458.00	5,064	\$	13,166	\$	863	\$	12,303	\$	20,000	1.63
Harbor	9,122.75	2,807	\$	7,298	\$	863	\$	6,435	\$	20,000	3.11
Pool	74,870.25	23,037	\$	59,896	\$	863	\$	59,033	\$	100,000	1.69
Odiak Park	3,529.50	1,086	\$	2,824	\$	863	\$	1,960	\$	20,000	10.20
Public Safety	25,418.25	7,821	\$	20,335	\$	863	\$	19,471	\$	20,000	1.03
	\$ 3.50										
Sewer	8,393.00	2,398	\$	6,714	\$	863	\$	5,851	\$	2,000	0.34
Water	17,724.00	5,064	\$	14,179	\$	863	\$	13,316	\$	20,000	1.50
Harbor	9,824.50	2,807	\$	7,860	\$	863	\$	6,996	\$	20,000	2.86
Pool	80,629.50	23,037	\$	64,504	\$	863	\$	63,640	\$	100,000	1.57
Odiak Park	3,801.00	1,086	\$	3,041	\$	863	\$	2,178	\$	20,000	9.18
Public Safety	27,373.50	7,821	\$	21,899	\$	863	\$	21,036	\$	20,000	0.95
	,	,-	,	,	,			,	,	-,	
	\$ 3.75										
Sewer	8,992.50	2,398	\$	7,194	\$	863	\$	6,331	\$	2,000	0.32
Water	18,990.00	5,064	\$	15,192	\$	863	\$	14,329	\$	20,000	1.40
Harbor	10,526.25	2,807	\$	8,421	\$	863	\$	7,558	\$	20,000	2.65
Pool	86,388.75	23,037	\$	69,111	\$	863	\$	68,248	\$	100,000	1.47
Odiak Park	4,072.50	1,086	\$	3,258	\$	863	\$	2,395	\$	20,000	8.35
Public Safety	29,328.75	7,821	\$	23,463	\$	863	\$	22,600	\$	20,000	0.88
	\$ 4.00										
Sewer	9,592.00	2,398	\$	7,674	\$	863	\$	6,810	\$	2,000	0.29
Water	20,256.00	5,064	\$	16,205	\$	863	\$	15,342	\$	20,000	1.30
Harbor	11,228.00	2,807	\$	8,982	\$	863	\$	8,119	\$	20,000	2.46
Pool	92,148.00	23,037	\$	73,718	\$	863	\$	72,855	\$	100,000	1.37
Odiak Park	4,344.00	1,086	\$	3,475	\$	863	\$	2,612	\$	20,000	7.66
Public Safety	31,284.00	7,821	\$	25,027	\$	863	\$	24,164	\$	20,000	0.83
	\$ 5.00										
Sewer	11,990.00	2,398	\$	9,592	\$	863	\$	8,729	\$	2,000	0.23
Water	25,320.00	5,064	\$	20,256	\$	863	\$	19,393	\$	20,000	1.03
Harbor	14,035.00	2,807	\$	11,228	\$	863	\$	10,365	\$	20,000	1.03
Pool	115,185.00	23,037	\$	92,148	\$	863	\$	91,285	۶ \$	100,000	1.93
Odiak Park	5,430.00	1,086	\$	4,344	\$	863	\$	3,481	\$	20,000	5.75
Public Safety	39,105.00	7,821	\$	31,284	\$	863	\$	30,421	\$	20,000	0.66