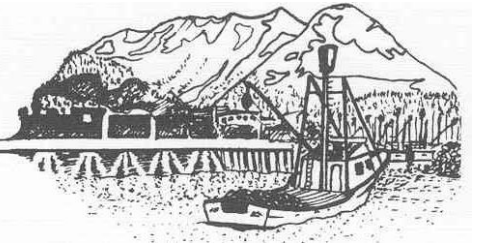


CITY OF CORDOVA



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

**HARBOR COMMISSION REGULAR MEETING
DEC 11, 2019 @ 6:00 PM
MAYORS MEETING ROOM**

AGENDA

CALL TO ORDER

ROLL CALL

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

- 1. APPROVAL OF REGULAR AGENDA**..... (voice vote) Page 1
- 2. APPROVAL OF MINUTES**
 - A. Nov 13, 2019 Regular meeting..... (voice vote) Page 2
- 3. COMMUNICATIONS BY VISITORS**
 - A. Audience comments regarding agenda items (3 minutes per speaker)
- 4. HARBORMASTER REPORT**..... Page 3
- 5. NEW BUSINESS**
 - A. Harbor revenue and expenditure report.....Page 4-5
- 6. OLD BUSINESS**
 - A. Semi Annual rate.....Handouts
- 7. MISCELLANEOUS BUSINESS**
 - A. Election of Chair and Vice Chair Ballot or Voice vote
- 8. AUDIENCE PARTICIPATION**
- 9. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**
- 10. ADJOURNMENT**.....(voice vote)

**HARBOR COMMISSION MEETING
NOVEMBER 13, 2019 @ 6:00 PM
MAYORS MEETING ROOM**

Call to order: This meeting was called to order by Jake Betts @ 6:00 pm.

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

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

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

Communications by Visitors: None

Harbormaster's Report: We did not receive the Build grant, but we were selected for the State Matching Grant. City Manager looked at build grant we submitted and offered to help to rewrite it so we can submit again next year. Harbormaster leaves for the Expo in Seattle on Saturday. There will be a drawing at the Harbor Office for half of travellift.

New Business:

- A. Dock Use Fees- General discussion. Looking at price of usage compared to repair costs, both of dock and the crane. More accurate to look at costs once the repairs are made. Revisit topic again after final costs are in.
- B. Airplane/Net mending float- General shape of the float is bad. Idea of possibly assembling old floats after harbor repair for a smaller net float.

Old Business: Revenue Generated from fee increases- Currently around 130,000 from additional fuel wharfage. Fish tax totals are not in yet.

Miscellaneous Business: Elections: Agreed to put off electing chair and vice chair until next meeting.

Audience Participation: None

Commission Comments: Babic: Everything went well, good discussion. Wiese: Next meeting hopefully get better idea on rates. Craig: Appreciate the open discussion on rates and usage. Good to keep open dialogue. Betts: Disappointed we didn't get the build grant. Science Center dock looking good.

Adjournment: M/Wiese, 2nd/Craig, U to adjourn at 6:43pm.

Harbormaster's Report

- Installed new through rods in I-14, I-85 and I-79
- Collected and put sausage boom through wringer
- Collected 1035 gals of used oil
- Delivered 3125 gals of used oil to High school
- Delivered 400 gals of used oil to City shop
- Removed North Ramp floating dock and towed into the harbor
- Installed new cleat and splash rail on J-99
- Installed new through rods, new walers and pile hoop at H-38
- Replaced flat tire on Travelift
- Sent out monthly invoices
- Sent out one intent to impound notice
- Sold impounded vessel that is in the Shipyard
- Installed new junction boxes, LED lights and backup alarm on Travelift
- Secured water throughout the facilities for the winter
- Four Samson offloads security duties
- Removed handrail from PWSSC approach
- Cleaned up yard behind harbor office
- Transported moose hide and guts out of harbor
- New through rods and straightened I-38/40
- Removed and installed new siding and trim on north side of Ocean dock shack
- Attended council meetings
- Worked the booth with Sam Greenwood at Pacific Marine Expo
- New splash rail on H-39
- Cut and painted boards for new stall name tags
- Conducted 154 vessel lifts at the Shipyard so far this year
- John Platt and Robin Erving were the two winners of the annual drawing for a 50% discount of a round trip haul out
- 146 Shipyard haul out for 2019 YTD
- Put up Christmas lights at the Harbormaster office
- Lumber for the Loading dock repairs should arrive end of December

Harbor Revenue

	2016 Actual	2017 Actual	2018 Actual	2019 Budgeted
WHARFAGE	22,991	67,454	41,675	49,612
DOCKAGE	52,416	36,388	45,858	31,050
IMPOUNDS & FINES	1,691	1,583	2,281	500
DRY LAND STORAGE FEES	61,244	64,609	60,141	90,000
SHIPYARD STORAGE	-	-	-	-
SALE OF LABOR	792	837	11,016	700
PERMANENT SLIP FEES	858,870	828,712	973,966	1,050,000
MONTHLY SLIP FEES	24,113	25,707	43,643	20,000
DAILY SLIP FEES	85,750	84,507	101,307	84,700
GRID USE FEES	7,319	6,337	6,670	6,600
SEAPLANE MOORAGE	816	816	1,005	500
UTILITY SALES	22,552	22,205	25,482	12,000
SALE OF SEVICES	4,784	3,865	5,806	5,000
OTHER HARBOR REVENUE	89,274	8,329	9,574	10,000
PENALTY & INTEREST - HARBOR	11,328	19,586	14,339	2,500
TRAVEL LIFT FEES	137,364	128,230	110,072	103,831
LAUNCH RAMP FEES	1,812	1,770	2,009	2,500
PARKING PERMITS	2,246	741	560	1,000
MAINTENANCE AREA USE	1,088	945	2,388	1,200
MISC SETTLEMENT PROCEEDS	422,677	-	-	-
	1,809,125	1,302,620	1,457,794	1,471,693

Cordova Port & Harbor Revenue 2018-2019

For the FY 2018 the harbor budgeted \$1,429,121. The actual was \$1,457,794.

For the FY 2019 the Harbor budgeted \$1,471,693. The year to date for 2019 is \$1,707,744

Harbor Expenditures

	2016	2017	2018	2019 Budgeted
SALARIES AND WAGES	334,506	308,105	324,332	346,291
OT	6,631	7,786	9,233	7,500
TEMP. EMPLOYEES	4,760	16,813	1,170	12,000
FICA	26,593	23,976	25,526	27,945
PERS	61,022	52,458	54,885	77,724
HEALTH INS.	64,671	91,163	78,257	86,866
COMPENSATION INS.	12,868	8,389	7,452	9,843
ESC	2,634	2,192	2,376	2,508
PERS RELIEF	172,708	33,301	13,615	19,714
ADMINISTRATIVE COSTS ALLOCATED	141,394	141,394	180,238	161,886
UNIFORMS/SAFETY CLOTHING	901	1,084	888	2,500
OPERATING SUPPLIES	10,358	12,316	12,026	11,000
CUSTODIAL SUPPLIES	2,608	3,266	2,850	4,000
COMMUNICATIONS	4,029	4,889	8,365	6,000
WATER, SEWER & REFUSE	110,940	106,299	141,267	90,000
STREET LIGHTING	-	-	-	3,000
ELECTRICITY	52,809	66,199	57,987	70,000
HEATING OIL	5,797	7,631	7,587	8,000
LEASES/RENTALS	-	-	391	500
TRAVEL - CAR RENTAL	20	119	-	300
TRAVEL - AIRFARE/FERRY	2,678	2,521	1,100	4,500
TRAVEL - LODGING	2,077	2,439	1,392	2,500
TRAVEL - PER DIEM	800	600	750	1,000
PROFESSIONAL DEVELOPMENT	485	375	945	1,000
DUES & SUBSCRIPTIONS	-	220	345	500
DRUG TESTING	-	134	468	400
PROFESSIONAL SERVICES	43,662	19,172	19,033	29,000
BANK FEES	24,690	23,025	27,580	20,000
LEGAL PRINTING	-	-	-	750
BAD DEBT EXPENSE	32,919	93,892	73,928	-
FUEL & LUBE	4,979	5,465	5,522	10,000
VEHICLE PARTS & REPAIRS	1,741	2,500	768	2,500
REPAIR - OTHER EQUIPMENT	18,180	10,008	41,782	40,000
R & M TRAVEL LIFT	24,202	51,279	33,672	22,000
OTHER EQUIPMENT	7,871	17,422	13,764	20,000
OTHER IMPROVEMENTS	446,087	-	85,441	65,000
USED OIL	-	11,439	39,361	60,000
INSURANCE	58,553	57,401	58,892	57,108
	1,684,174	1,185,273	1,333,188	1,283,835