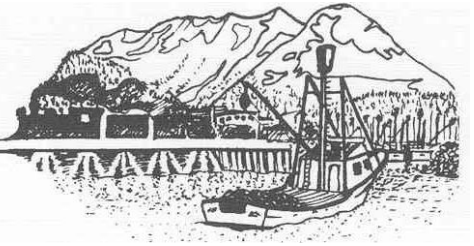


CITY OF CORDOVA



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

HARBOR COMMISSION REGULAR MEETING
JANUARY 12, 2022 @ 6:00 PM
COUNCIL ROOM A&B

AGENDA

CALL TO ORDER

ROLL CALL

Andy Craig, Max Wiese, Ken Jones, Mike Babic, Christa Hoover

- 1. APPROVAL OF REGULAR AGENDA..... (voice vote) Page**
- 2. APPROVAL OF MINUTES**
 - A. October 13, 2021 Regular meeting, November 18,2021 Special meeting, December 8, 2021, Regular Meeting..... Page 2-4
- 3. COMMUNICATIONS BY VISITORS**
 - A. Audience comments regarding agenda items (3 minutes per speaker)
- 4. HARBORMASTER REPORT..... Page 5**
- 5. NEW BUSINESS**
 - A. Election of Chair and Vice Chair..... Paper vote or Voice vote
 - B. Review approved budget for Port & Harbor.....Page 6-8
- 6. OLD BUSINESS**
 - A. Harbormaster’s South Harbor Project Update discussion
- 7. MISCELLANEOUS BUSINESS**
 - A.
- 8. AUDIENCE PARTICIPATION**
- 9. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**
- 10. ADJOURNMENT.....(voice vote)**

MINUTES
HARBOR COMMISSION REGULAR MEETING
OCTOBER 13, 2021 @ 6:00 PM
COUNCIL ROOM A&B

Call to order: This meeting was called to order @ 6:12 pm.

Roll Call: In Attendance: Max Wiese, Ken Jones, Mike Babic. Absent: Jake Betts, Andy Craig

Approval of Agenda: Wiese/ Motion to approve agenda, Babic / 2nd, V/ Unanimous to approve

Approval of Minutes: Babic/ Motion to approve minutes, Wiese/ 2nd, V/ Unanimous to approve

Communications by Visitors: Curtis and Christiana Fincher. Introduced themselves. Showed how their occupancy time in the building would not conflict with the long-term planning goals of the harbor. They are looking for 7 years lease that would realistically expire before the harbor has plans and funds to accomplish goals that are set out in the master plan.

Harbormaster's Report: Included in packet. Additional: Water was turned off and winterized today. Waiting to hear on grants still.

New Business:

A: Letter of interest for Lot 2, Block 7A, Tidewater Development Park – included in packet

B: Future of the PWSSC Building/ recommendation to City Council: General discussion. Science center currently has yearly renewal of lease. Short term lease to new occupant leaves room for other options for harbor. Not the best location for the fuel dock. Building should be used instead of sitting vacant. In support of leasing the building but not selling it. Set time for special meeting with a Resolution of approval for the idea of short-term leasing the building.

Old Business: None

Miscellaneous Business: None

Audience Participation: None

Commission Comments: Wiese: Like this idea of the use of the building. Going to be awhile until harbor makes changes. Babic: Awesome use of the space; starting up new business. Jones: Not going to be able to use space for a while; awesome interim use.

Future Agenda Items: expenditures for 3 stage, additional electrical pedestals at shipyard.

Adjournment: M/Babic, 2nd/Wiese, U to adjourn @ 6:43 pm

**MINUTES
HARBOR COMMISSION SPECIAL MEETING
NOVEMBER 18, 2021 @ 6:00 PM
COUNCIL ROOM A&B**

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

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

Approval of Agenda: Babic / Motion to approve agenda, Wiese / 2nd, V/ Unanimous to approve

Communications by Visitors: Curtis Fincher: Thanks for coming out.

Harbormaster's Report: Cordova was selected for the Raise Grant. \$20 million towards harbor replacement.

New Business: Resolution 11-21-02. Wiese motions to approve Resolution 11-21-02, Babic seconded. General discussion: Concern over reorganizing that corner of the harbor, the timing of going forward on the master plan, conditions of the existing structure and needed repairs. Responsibility of repairs would depend on the lease agreement. Jones made Motion to amend language in last "whereas" to read "five to seven" years instead of "seven to ten." Babic Seconded motion to amend. Vote unanimous to amend. Additional concerns are parking, assuring repairs don't cost harbor, and recognizing lessee would need to move if harbor moved forward with restructuring North harbor. Further discussion on time limits. Vote on Resolution as amended. Unanimous in favor. Resolution passes as amended.

Old Business: None

Miscellaneous Business: None

Audience Participation: Curtis Fincher: Thanks for your encouragement. Public feedback matters.

Commission Comments: Wiese: Don't know how long its going to take for science center to finish building. They're going to be there for a bit longer. This starts after they leave. Babic: Think it would be a good use of that space until we come up with a plan and funds to do stuff down there. Craig: Thank you guys for coming and for wanting to run a business in Cordova.

Future Agenda Items:

Adjournment: M/Wiese, 2nd/Babic, U to adjourn

MINUTES
HARBOR COMMISSION REGULAR MEETING
DECEMBER 8, 2021 @ 6:00 PM
COUNCIL ROOM A&B

Call to order: This meeting was called to order @ 6:03 pm.

Roll Call: In Attendance: Andy Craig, Max Wiese, Ken Jones, Christa Hoover via Phone. Absent: Mike Babic

Approval of Agenda: Jones / Motion to approve agenda, Wiese / 2nd, V/ Unanimous to approve

Communications by Visitors: None

Harbormaster's Report: Included with packet.

New Business:

A: Discussion on South Harbor Replacement priorities list- Conceptual drawing provided to aid discussion. General discussion. Potential to not have enough money to complete entire project. Consensus that we prioritize float system first, then drive down dock. Sheet pile and the additional head dock would be the lowest priority. Ideas to add to conceptual drawing at a later date included: T off ends of main floats to create larger vessel finger, Keep break in L float design to allow for later additions.

Old Business: None

Miscellaneous Business: None

Audience Participation: None

Commission Comments: Hoover: Thanks for welcoming me and I look forward to meeting in person. Wiese: Good plan, but what are we going to keep if we are underfunded? Maybe we will get more funds. Jones: Thanks everyone for coming out. Craig: Happy we didn't skinny slips closer together. Right track with our priorities list. Appreciate everyone coming out.

Future Agenda Items: budget and pink salmon disaster fund update

Adjournment: M/Wiese, 2nd/Jones, U to adjourn @7:28 pm

Harbormaster's Report

- Weekly South Harbor Project meetings with Sam, Curtis and Mark Keller
- Solstice Alaska is working on Environmental permitting
- Northern Economics is working on a Harbor rate and Cash flow study
- South Harbor Project team is working on an RFP for a Geo Tech study
- Completed 120 vessel lifts for 2021
- Finalizing Pink Salmon Disaster Relief project
- Cleared snow from docks and throughout the facility
- Called out crew three times for snow removal
- Removed north ramp dock
- Called out crew for broken finger float
- Collected 12075 gals of used oil for 2021
- Delivered 3375 gals of used oil to the High School YTD
- Delivered 2800 gals of used oil to the City Shop YTD
- Cleared around vessels in the Shipyard
- Conducted security two times during Samson Barge offloads
- Sent out monthly invoices
- Repaired electrical issue on C float
- Attended Council meetings
- Reconnected float on I float
- Cleaned oil sumps daily
- Cleaned restrooms daily
- Finally received the correct rim for skid steer and installed
- Made repairs to snowblowers
- Sanded approaches
- Put up Christmas lights
- Took down Christmas light
- Received dock rods and Timber bolts order

Account	Description	Budget base	Proposed budget
502-300-44010	WHARFAGE	\$ 41,000.00	\$ 41,000.00
502-300-44015	FUEL OIL WHARFAGE	\$ 125,000.00	\$ 125,000.00
502-300-44020	DOCKAGE	\$ 35,000.00	\$ 35,000.00
502-300-44030	IMPOUND & FINES	\$ 1,000.00	\$ 1,000.00
502-300-44040	DRYLAND STORAGE FEES	\$ 60,000.00	\$ 60,000.00
502-300-44041	SHIPARD STORAGE	\$ 30,000.00	\$ 30,000.00
502-300-44050	SALE OF LABOR	\$ 5,000.00	\$ 5,000.00
502-300-44060	PERMANENT SLIP FEES	\$ 1,100,000.00	\$ 1,150,000.00
502-300-44070	MONTHLY SLIP FEES	\$ 20,000.00	\$ 20,000.00
502-300-44080	DAILY SLIPS FEES	\$ 72,000.00	\$ 72,000.00
502-300-44090	GRID USE FEES	\$ 6,600.00	\$ 6,600.00
502-300-44100	SEAPLANE MOORAGE	\$ 500.00	\$ 500.00
502-300-44110	UTILITY SALES	\$ 12,000.00	\$ 12,000.00
502-300-44120	SALE OF SERVICES	\$ 5,000.00	\$ 5,000.00
502-300-44130	OTHER HARBOR REVENUE	\$ 6,000.00	\$ 6,000.00
502-300-44135	PENALTY & INTEREST -HARBOR	\$ 8,000.00	\$ 8,000.00
502-300-44140	TRAVEL LIFT FEES	\$ 105,000.00	\$ 105,000.00
502-300-44150	LAUNCH RAMP FEES	\$ 2,000.00	\$ 2,000.00
502-300-44160	PARKING PERMITS	\$ 1,000.00	\$ 1,000.00
502-300-44170	MAINTENANCE AREA USE	\$ 1,200.00	\$ 1,200.00
502-300-44190	FISH TAX REGISTRATION	\$ -	\$ -
502-390-49999	Due to/from other funds	\$ -	\$ -
502-398-40239	Pension state relief	\$ 33,181.00	\$ 28,921.00
502-398-40325	Investment earnings	\$ 500.00	\$ 500.00
			\$ -
TOTAL REVENUE		\$ 1,669,981.00	\$ 1,715,721.00

502-400-50000	SALARIES AND WAGES	\$	364,928.00	\$	346,611.00
502-400-50010	OT	\$	10,000.00	\$	10,000.00
502-400-50020	TEMP EMPLOYEES	\$	12,000.00	\$	12,000.00
502-400-50100	FICA	\$	29,600.00	\$	28,199.00
502-400-50110	PERS	\$	80,284.00	\$	78,454.00
502-400-50120	HEALTH INS.	\$	86,000.00	\$	89,275.00
502-400-50130	COMPENSATION INS.	\$	10,354.00	\$	10,292.00
502-400-50140	ESC	\$	2,388.00	\$	2,710.00
502-400-50150	PERS RELIEF	\$	33,181.00	\$	28,921.00
502-400-51010	UNIFORM/SAFETY CLOTHING	\$	2,500.00	\$	2,500.00
502-400-51020	OPERATING SUPPLIES	\$	11,000.00	\$	11,000.00
502-400-51030	CUSTODIAL SUPPLIES	\$	4,000.00	\$	4,000.00
502-400-52000	COMMUNICATIONS	\$	6,000.00	\$	6,000.00
502-400-52010	WATER, SEWER & REFUSE	\$	120,000.00	\$	120,000.00
502-400-52020	STREET LIGHTING	\$	3,000.00	\$	3,000.00
502-400-52030	ELECTRICITY	\$	70,000.00	\$	70,000.00
502-400-52040	HEATING OIL	\$	8,000.00	\$	8,000.00
502-400-52070	LEASES/RENTALS	\$	500.00	\$	500.00
502-400-52120	TRAVEL - CAR RENTAL	\$	300.00	\$	300.00
502-400-52130	TRAVEL - AIRFARE/FERRY	\$	4,000.00	\$	4,000.00
502-400-52140	TRAVEL - LODGING	\$	2,500.00	\$	2,500.00
502-400-52150	TRAVEL - PER DIEM	\$	1,000.00	\$	1,000.00
502-400-52160	PROFESSIONAL DEVELOPMENT	\$	1,000.00	\$	1,000.00
502-400-52170	DUES & SUBSCRIPTIONS	\$	700.00	\$	1,000.00
502-400-52179	DRUG TESTING	\$	400.00	\$	400.00
502-400-52180	PROFESSIONAL SERVICES	\$	39,000.00	\$	39,000.00
502-400-52185	BANK FEES	\$	25,000.00	\$	25,000.00
502-400-52270	LEGAL PRINTING	\$	750.00	\$	750.00
502-400-52290	BAD DEBT EXPENSE	\$	-	\$	-
502-400-54000	FUEL & LUBE	\$	7,000.00	\$	7,000.00
502-400-54010	VEHICLE PARTS & REPAIRS	\$	3,500.00	\$	3,500.00
502-400-54020	REPAIR -OTHER EQUIPMENT	\$	50,000.00	\$	50,000.00
502-400-54050	R & M TRAVEL LIFT	\$	32,000.00	\$	37,000.00
502-400-55000	OTHER EQUIPMENT	\$	25,000.00	\$	25,000.00
502-400-55020	OTHER IMPROVEMENTS	\$	75,000.00	\$	75,000.00
502-400-55030	USED OIL	\$	60,000.00	\$	60,000.00
502-400-56000	INSURANCE	\$	60,000.00	\$	152,378.00
Total expenditures		\$	1,240,885.00	\$	1,316,290.00

502-896-57500	TRANSFER TO DEP'N RESERVE	\$ 150,000.00	\$ 150,000.00
502-899-59090	DEPRECIATION	\$ -	
502-901-59997	TRANSFER TO PERM FUND TRVL LFT	\$ 18,000.00	\$ -
502-901-59999	TRANSFER TO GENERAL FUND - ADMIN	\$ 179,993.00	\$ 408,940.00
TOTAL EXPENDITURES		\$ 1,588,878.00	\$ 1,875,230.00
	Net income (Loss) before transfers	\$ 81,103.00	\$ (159,509.00)
702-390-41030	Trasfer from harbor fund	\$ 150,000.00	\$ 150,000.00
702-397-40205	Raw fish tax - .5%	\$ 175,000.00	\$ 175,000.00
TOTAL REVENUE		\$ 325,000.00	\$ 325,000.00
Admin allocation	Genie Lift - \$50,000 (capital asset addition)		
2020 Actual transfers	Shipyard fill & Backyard fill - \$20,000		
1,117,739.31	Vessel Hana Cove & Steelhead disposal \$38,000		
168,868.00			
0.15			
		\$ 429,096.00	\$ 399,431.00
		\$ 429,096.00	\$ 399,431.00