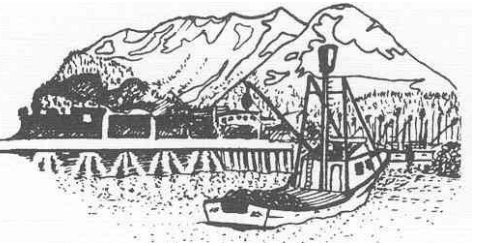


# CITY OF CORDOVA



**Chairman:**

**Andy Craig**

**Commissioners:**

**Mike Babic**

**Max Wiese**

**Ken Jones**

**Christa Hoover**

**Tommy Sheridan**

**Vacant**

**Harbormaster:**

**Tony Schinella**

**Admin Assistant:**

**Brandy Griffith**

## **HARBOR COMMISSION SPECIAL MEETING**

**OCT 24, 2023 @ NOON**

**COUNCIL ROOM A&B**

### **AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL**

Andy Craig, Max Wiese, Ken Jones, Mike Babic, Christa Hoover, Vacant, Tommy Sheridan

#### **1. APPROVAL OF SPECIAL MEETING AGENDA..... (Voice vote) Page 1**

#### **2. APPROVAL OF MINUTES**

**A. 13 Sept 2023 Regular meeting..... (Voice vote) Page 2**

#### **3. COMMUNICATIONS BY VISITORS**

**A. Audience comments regarding agenda items (3 minutes per speaker)**

#### **4. HARBORMASTER REPORT..... Page 3-4**

South Harbor Rebuild report

#### **5. NEW BUSINESS**

**A. 2024 Budget discussion.....Page 5-7**

**B. Fee Schedule follow up discussion.....Page 8-9**

**C. Harbor moorage fee comparison.....Page 10**

#### **6. MISCELLANEOUS BUSINESS**

#### **7. AUDIENCE PARTICIPATION**

#### **8. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**

#### **9. ADJOURNMENT.....(Voice vote)**

**MINUTES**  
**HARBOR COMMISSION REGULAR MEETING**  
**SEPTEMBER 13, 2023 @ 6:00 PM**  
**COUNCIL ROOM A&B**

**Call to order:** This meeting was called to order @ 6:14 pm.

**Roll Call:**

**In Attendance:** Andy Craig, Max Wiese, Christa Hoover, Ken Jones

**Absent:** Kate Laird, Mike Babic, Tommy Sheridan

**Approval of Agenda:** Wiese/ M, Jones/ 2<sup>nd</sup>. Unanimous to approve agenda.

**Approval of Minutes:** 09 Aug 2023 Regular Meeting. Wiese/ M, Jones/ 2<sup>nd</sup>. Unanimous to approve minutes.

**Communications by Visitors: None**

**Harbormasters Report:** Included in the packet. Additional: Travelift techs are in town, they've replaced gearbox, inspected fully, wire rope arrived, replacing hydraulic pump on winch #6. Marine expo is Nov 8-10<sup>th</sup>. Kate Laird has declined in health and has resigned from the commission. Our new Transporter for shipyard was put together yesterday and we practiced today with a boat. Currently just waiting on new travelift slings.

**South Harbor Rebuild Report:** Collin Bronson: Currently have spent around 14 million and have closed out 4 grants. Reimbursed for everything we've spent so far. Permits are still a challenge. Up to date for payments to Turnagain. Issue with Corps of Engineers and the location of G float. It runs in the Corps' channel. Today the final completeness study is completed. Float plane dock is also in the path. They have to review the information now. There is still a path forward, just more permitting. Spoke to the head of the corps for Alaska on Friday and feel pretty good about it. Collectively feel good about the environmental controls. Slow process but nothing that says we can't do it. Just about to 100% design. Lead items are bought and paid for. 2/3s of the docks already built in Anacortes, WA.

**New Business:**

**A.** Letter of Interest Lot 1, Block 7A

Wiese "I move to recommend the City Council enter into a multi-year lease with "The Jump" for the requested portion of Lot 1, Block 7A, Tidewater Development Park", Jones 2<sup>nd</sup> the motion. General discussion of how it may affect the harbor. Suggestion to add an end clause to the lease if harbor needs change. Would like to see a year-long open business. Also consider wind load in the area. Voice vote. All in favor.

**B.** Fee Schedule changes for 2024 discussion

Discussed possible rate increase, shipyard power change to metering, look at over width vessels, use charge for jitneys, increase parking fees. Will look at this again in the future before changing anything.

**Miscellaneous Business: None**

**Audience Participation: None**

**Agenda Items:**

**Commission Comments:**

Wiese: Hitting a wall here pretty quick waiting for permits. Worried about how it goes. I don't know enough about the fees, would like to see recommendations.

Hoover: I know last year Ken and I both wanted to see more of the budget. Would like to see that next meeting.

Jones: I appreciate all the comments and participation. Want to see budget and something from Transpac on dock care. We need to talk about asking the council for more maintenance personnel.

Craig: Good Discussion. One request for the next meeting is some pictures from Anacortes.

**Adjournment:** Wiese/ M, Jones/ 2<sup>nd</sup>, Unanimous to adjourn @ 7:45 PM.

## Harbormaster's Report

- Worked with CEC to get North Harbor electrical pedestals figured out for the big move
- Pulled grass on the City Dock
- Advertising for disposing of the Dolphin Bay
- South Harbor Project meeting Tuesdays and Wednesdays
- Working with CPD to clear parking lot at end of Nicholoff way
- Working on 2024 Budget
- Finished replacing siding on two side of the North Harbor restrooms
- Crew has been removing items from the South Harbor floats
- Conducted Samson barge security 3 times
- Planning to winterize potable water throughout the facility 23 October
- Majority of finger floats on A & B floats have been removed
- Most vessels have been moved over to North Harbor
- Picked trash around the harbor and Shipyard
- Restocked the ADEC conex
- Met with Chris Nielsen of Turnagain Marine Construction about South Harbor Project
- Delivered 6000 gals of used oil to High School YTD
- Met With Cordova Construction about demo of South Harbor
- Delivered 700 gals of used oil to City Shop YTD
- Collected 11,985 gals of used oil YTD
- Removed bulletin boards on approaches
- Shipyard transporter is in use
- 116 vessels lifted YTD
- Removed fish cleaning stations from South Harbor
- Cleaned and organized shop area
- Cleaned and restocked restrooms
- Looking into purchasing a Laser engraver for making slip numbers and name tags





FOR THE 8 MONTHS ENDING AUGUST 31, 2023

HARBOR ENTERPRISE FUND

REVENUE - OPERATIONS		PERIOD ACTUAL	BUDGET	YTD ACTUAL	UNEXPENDED	% OF BUDGET REMAINING
502-300-44010	WHARFAGE	\$ 32,505.58	\$ 43,050.00	\$ 32,505.58	\$ 10,544.42	24.49%
502-300-44015	FUEL OIL WHARFAGE	\$ -	\$ 154,000.00	\$ -	\$ 154,000.00	100.00%
502-300-44020	DOCKAGE	\$ 25,992.75	\$ 35,000.00	\$ 25,992.75	\$ 9,007.25	25.74%
502-300-44030	IMPOUNDS & FINES	\$ 5,923.51	\$ 3,000.00	\$ 5,923.51	\$ (2,923.51)	-97.45%
502-300-44040	DRY LAND STORAGE FEES	\$ 46,135.55	\$ 63,000.00	\$ 46,135.55	\$ 16,864.45	26.77%
502-300-44041	SHIPYARD STORAGE	\$ 34,959.33	\$ 31,500.00	\$ 34,959.33	\$ (3,459.33)	-10.98%
502-300-44050	SALE OF LABOR	\$ 12,004.00	\$ 5,250.00	\$ 12,004.00	\$ (6,754.00)	-128.65%
502-300-44060	PERMANENT SLIP FEES	\$ 853,223.22	\$ 1,155,000.00	\$ 853,223.22	\$ 301,776.78	26.13%
502-300-44070	MONTHLY SLIP FEES	\$ 37,032.94	\$ 21,000.00	\$ 37,032.94	\$ (16,032.94)	-76.35%
502-300-44080	DAILY SLIP FEES	\$ 44,002.79	\$ 75,600.00	\$ 44,002.79	\$ 31,597.21	41.80%
502-300-44090	GRID USE FEES	\$ 6,879.02	\$ 6,600.00	\$ 6,879.02	\$ (279.02)	-4.23%
502-300-44100	SEAPLANE MOORAGE	\$ -	\$ 525.00	\$ -	\$ 525.00	100.00%
502-300-44110	UTILITY SALES	\$ 15,384.96	\$ 12,000.00	\$ 15,384.96	\$ (3,384.96)	-28.21%
502-300-44120	SALE OF SERVICES	\$ 571.74	\$ 5,000.00	\$ 571.74	\$ 4,428.26	88.57%
502-300-44130	OTHER HARBOR REVENUE	\$ 2,111.08	\$ 6,300.00	\$ 2,111.08	\$ 4,188.92	66.49%
502-300-44135	PENALTY & INTEREST - HARBOR	\$ 12,077.65	\$ 15,000.00	\$ 12,077.65	\$ 2,922.35	19.48%
502-300-44140	TRAVEL LIFT FEES	\$ 40,166.84	\$ 105,000.00	\$ 40,166.84	\$ 64,833.16	61.75%
502-300-44150	LAUNCH RAMP FEES	\$ 2,460.00	\$ 2,000.00	\$ 2,460.00	\$ (460.00)	-23.00%
502-300-44160	PARKING PERMITS	\$ 330.00	\$ 1,000.00	\$ 330.00	\$ 670.00	67.00%
502-300-44170	MAINTENANCE AREA USE	\$ 1,344.01	\$ 2,000.00	\$ 1,344.01	\$ 655.99	32.80%
502-300-44190	REGISTRATION - .5% FISH TAX	\$ (35.00)	\$ -	\$ (35.00)	\$ 35.00	
	TOTAL REVENUE - OPERATIONS	\$ 1,173,069.97	\$ 1,741,825.00	\$ 1,173,069.97	\$ 568,755.03	32.65%

EXPENDITURES-HARBOR OPERATIONS		PERIOD ACTUAL	BUDGET	YTD ACTUAL	UNEXPENDED	PCNT
502-400-50000	SALARIES AND WAGES	\$ 244,255.49	\$ 373,173.00	\$ 244,255.49	\$ 128,917.51	34.55%
502-400-50010	OT	\$ 12,617.51	\$ 10,300.00	\$ 12,617.51	\$ (2,317.51)	-22.50%
502-400-50020	TEMP. EMPLOYEES	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00	100.00%
502-400-50030	ON CALL - HARBOR	\$ -	\$ -	\$ -	\$ -	
502-400-50100	FICA	\$ 19,160.89	\$ 30,254.00	\$ 19,160.89	\$ 11,093.11	36.67%
502-400-50110	PERS	\$ 56,229.32	\$ 84,364.00	\$ 56,229.32	\$ 28,134.68	33.35%
502-400-50120	HEALTH INS.	\$ 53,593.06	\$ 114,468.00	\$ 53,593.06	\$ 60,874.94	53.18%
502-400-50130	COMPENSATION INS.	\$ 4,745.30	\$ 10,849.00	\$ 4,745.30	\$ 6,103.70	56.26%
502-400-50140	ESC	\$ 2,224.83	\$ 5,900.00	\$ 2,224.83	\$ 3,675.17	62.29%
502-400-50150	PERS RELIEF	\$ -	\$ 10,699.00	\$ -	\$ 10,699.00	100.00%
502-400-51000	ADMINISTRATIVE COSTS ALLOCATED	\$ -	\$ -	\$ -	\$ -	
502-400-51010	UNIFORMS/SAFETY CLOTHING	\$ 734.90	\$ 2,500.00	\$ 734.90	\$ 1,765.10	70.60%
502-400-51020	OPERATING SUPPLIES	\$ 6,601.68	\$ 11,000.00	\$ 6,601.68	\$ 4,398.32	39.98%
502-400-51030	CUSTODIAL SUPPLIES	\$ 2,978.24	\$ 4,000.00	\$ 2,978.24	\$ 1,021.76	25.54%
502-400-52000	COMMUNICATIONS	\$ 6,742.30	\$ 6,000.00	\$ 6,742.30	\$ (742.30)	-12.37%
502-400-52010	WATER, SEWER & REFUSE	\$ 85,243.18	\$ 120,000.00	\$ 85,243.18	\$ 34,756.82	28.96%
502-400-52020	STREET LIGHTING	\$ -	\$ 3,000.00	\$ -	\$ 3,000.00	100.00%
502-400-52030	ELECTRICITY	\$ 52,591.64	\$ 70,000.00	\$ 52,591.64	\$ 17,408.36	24.87%
502-400-52040	HEATING OIL	\$ 6,524.27	\$ 8,000.00	\$ 6,524.27	\$ 1,475.73	18.45%
502-400-52070	LEASES/RENTALS	\$ -	\$ 500.00	\$ -	\$ 500.00	100.00%
502-400-52120	TRAVEL	\$ -	\$ 8,800.00	\$ -	\$ 8,800.00	100.00%
502-400-52160	PROFESSIONAL DEVELOPMENT	\$ 769.50	\$ 7,000.00	\$ 769.50	\$ 6,230.50	89.01%
502-400-52170	DUES & SUBSCRIPTIONS	\$ 1,714.00	\$ 1,900.00	\$ 1,714.00	\$ 186.00	9.79%
502-400-52179	DRUG TESTING	\$ 224.00	\$ 400.00	\$ 224.00	\$ 176.00	44.00%
502-400-52180	PROFESSIONAL SERVICES	\$ 4,218.25	\$ 39,000.00	\$ 4,218.25	\$ 34,781.75	89.18%
502-400-52185	BANK FEES	\$ 13,557.93	\$ 18,000.00	\$ 13,557.93	\$ 4,442.07	24.68%
502-400-52190	ATTORNEY FEES	\$ -	\$ -	\$ -	\$ -	
502-400-52270	LEGAL PRINTING	\$ -	\$ 750.00	\$ -	\$ 750.00	100.00%
502-400-52290	BAD DEBT EXPENSE	\$ -	\$ -	\$ -	\$ -	
502-400-52350	RECRUITMENT AND MOVING	\$ -	\$ -	\$ -	\$ -	
502-400-54000	FUEL & LUBE	\$ 5,300.91	\$ 7,000.00	\$ 5,300.91	\$ 1,699.09	24.27%
502-400-54010	VEHICLE PARTS & REPAIRS	\$ 734.79	\$ 3,500.00	\$ 734.79	\$ 2,765.21	79.01%
502-400-54020	REPAIR - OTHER EQUIPMENT	\$ 12,869.81	\$ 50,000.00	\$ 12,869.81	\$ 37,130.19	74.26%
502-400-54030	R & M BUILDINGS	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00	100.00%



502-400-54050	R & M TRAVEL LIFT	\$	23,021.58	\$	37,000.00	\$	23,021.58	\$	13,978.42	37.78%
502-400-54080	BOILER MAINTENANCE	\$	-	\$	-	\$	-	\$	-	
502-400-55000	OTHER EQUIPMENT	\$	4,035.31	\$	10,000.00	\$	4,035.31	\$	5,964.69	59.65%
502-400-55010	EQUIPMENT & FURNISHINGS	\$	-	\$	-	\$	-	\$	-	
502-400-55020	OTHER IMPROVEMENTS	\$	71,206.16	\$	70,000.00	\$	71,206.16	\$	(1,206.16)	-1.72%
502-400-55030	USED OIL	\$	48,962.81	\$	54,015.00	\$	48,962.81	\$	5,052.19	9.35%
502-400-56000	INSURANCE	\$	104,532.91	\$	152,378.00	\$	104,532.91	\$	47,845.09	31.40%
502-400-58040	CAPITAL LEASE PAYMENT	\$	-	\$	-	\$	-	\$	-	
	TOTAL EXPENDITURES-HARBOR OPERATIONS	\$	845,390.57	\$	1,338,750.00	\$	845,390.57	\$	493,359.43	36.85%
TRANSFER TO RESERVE & CIP										
502-896-57500	TRANSFER TO DEP'N RESERVE	\$	-	\$	150,000.00	\$	-	\$	150,000.00	0.00%
502-896-57510	TRANSFER TO CAPITAL PROJECTS	\$	-	\$	-	\$	-	\$	-	0.00%
	TOTAL TRANSFER TO RESERVE & CIP	\$	-	\$	150,000.00	\$	-	\$	150,000.00	0.00%
DEPRECIATION & AMORTIZATION										
502-899-59090	DEPRECIATION	\$	-	\$	-	\$	-	\$	-	0.00%
	TOTAL DEPRECIATION & AMORTIZATION	\$	-	\$	-	\$	-	\$	-	0.00%
INTERFUND TRANSFERS OUT										
502-901-57402	TRANSFER TO CAPITAL PROJECTS	\$	-	\$	-	\$	-	\$	-	
502-901-57415	TRANSFER TO WATER FUND	\$	-	\$	-	\$	-	\$	-	
502-901-59996	PERM FUND REPLACEMENT	\$	-	\$	-	\$	-	\$	-	
502-901-59997	TRANSFER TO PERM FUND TRVL LFT	\$	18,000.00	\$	18,000.00	\$	18,000.00	\$	-	0.00%
502-901-59999	TRANSFER TO GENERAL FUND-ADMIN	\$	155,106.56	\$	265,897.00	\$	155,106.56	\$	110,790.44	41.67%
	TOTAL INTERFUND TRANSFERS OUT	\$	173,106.56	\$	283,897.00	\$	173,106.56	\$	110,790.44	39.02%
TOTAL FUND EXPENDITURES		\$	1,018,497.13	\$	1,772,647.00	\$	1,018,497.13	\$	754,149.87	42.54%
NET REVENUE OVER EXPENDITURES		\$	154,572.84	\$	-	\$	154,572.84	\$	(154,572.84)	

Moorage	
<u>Vessel</u>	
Daily, per vessel	\$1.15/ft/day paid in advance \$1.30/ft/day if billed
Monthly, per vessel	\$15.40/ft/mo.
Annual, per vessel	\$52.90/ft/yr. <b>\$58.19</b> 10%
Failure to register within 24 hours	\$75.00
Float Plane (rate calculated by wingspan)	Same as vessel rates
<u>Parking</u>	
Vehicle Parking (Non-Taxable)	\$30.00 per month <b>\$50</b>
Trailerred Vessels parked beyond authorized times	Daily moorage rate. \$1.30 per ft
Items pre-staged for shipment for over 6 hours	\$1.30 ft./day
<b>Non-insurance coverage</b>	<b>\$50.00 per day?</b>
<u>Tideland</u>	
Daily, per foot	\$0.90/ft/day
Monthly, per foot	\$6.93/ft/mo.
Annual, per foot	\$13.91/ft/yr.
* All slips will be reserved based on over-all length of vessels, including those slips on "L" floats. Moorage rates on "L" floats will be calculated at 75% of current annual moorage rate (only for slips between approach ramps).	
Cruise ship and day cruise vessel Lightering	\$2.50 per person
<b>Drive Down Float. First Two Hours free</b>	<b>\$25 an hour?</b>
Grid Fees (Per Tide)	
<u>Vessel Length</u>	
0' – 40'	\$.80/ft/tide
41' – 58'	\$1.05/ft/tide
Over 58'	\$1.85/ft/tide
Impound Fees	
Vessel	\$1,000.00
Net	\$300.00
Vessel Storage	\$2.80/ft/day
Service Rates	
<u>General Services</u>	
Waitlist	\$25.00/year
Pump Rental	\$33.35/hr.
Electricity (for rental slips with power supply)	\$16.00/day
Labor & Equipment	\$95.29/hr.
Showers	\$6.00
Dock Use Fee	\$3.00/ft/day
Non-harbor user refuse fee	\$10.00 per 3 bags of trash
Pressure washer rental	\$50.00 per/hr.
<u>Staff Time</u>	
Employee Straight Time	\$84.00/hr.
Employee Overtime	\$126.00/hr.
<u>Launch Ramps</u>	
2-Week Permit	\$30.00
Stall Holders	No charge
Non-Stall Holders	\$100.00/year



Wharfage & Dockage	
Wharfage N.O.S. (not otherwise specified)	\$7.00/ton (non-taxable)
Dockage (Also applies to annual stall holders)	\$2.00/ft/day
<u>Landing crafts will be charged Dockage and Wharfage when using ramps</u>	
Vessel Storage	
Up to 12 Months	\$2.80/ft/mo.
Over 12 Months	\$11.50/ft/mo.
Service Rates	
<u>Water</u>	
Minimum Water Charge	\$40 (for employee labor)
Metered Rate	\$6.00/1000 gallons
RV Dump Station	\$5 each or \$25 per season
<u>Fuels</u>	
	<u>Per Barrel</u>
First 50,000 barrels	\$0.17
Second 50,000 barrels	\$0.15
Over 100,000 barrels	\$0.14
Additional Per gallon	\$0.03
<u>Used Oil</u>	
≤ 100 gallons	\$95.29/ man-hour
> 100 gallons, suitable for burning	\$95.29/man-hour
> 100 gallons, unsuitable for burning	\$47.65/gallon + \$95.29/man-hour
<u>Staff Time</u>	
Employee Straight Time	\$84.00/hr.
Employee Overtime	\$126.00/hr.
<u>Miscellaneous Fees</u>	
	<u>Rate</u>
Electrical Use	\$26.25/day
Lost Shipyard restroom key	\$50.00
Washdown	Free up to 2 hours \$84.00/hr. when more than 2 hours
Maintenance area daily use fee	\$16.00
Travel Lift*	
	<u>Rate</u>
<u>Vessel Length</u>	
0' – 40'	\$23.00/ft
41' – 58'	\$24.00/ft
Over 58'	\$27.00/ft
No-Show Fee** and Minimum Fee	\$350.00
Inspection Haul***	60% of Travel Lift round trip rate
* All rates are per lift or one way. Payment must be paid in advance and for round trip.	
**Boat owner does not show or fails to cancel at least 1 hour before scheduled time. Owner is charged the minimum fee to cover such things as re-blocking, relocating vessels or labor	
***Limited to approval and availability. Vessel is hauled out, left in slings over dock for 2 hours, and returned to the water. After 2 hours, vessel is charged \$75.00 per 15 minutes. Unsuccessful haul is charged 60% round-trip of Travel Lift rate due to vessel configuration and/or weight.	

## Harbor moorage fee comparison

### **Valdez 2024**

Annual \$54.55 per foot

### **Whittier 2023**

Annual \$73.94 per foot

Monthly \$16.86 per foot

Daily \$1.17 per foot

### **Homer 2023**

Annual \$63.41 per foot + \$50 admin fee

### **Kodiak**

Annual 0-20' \$39.75 per foot. 40'-60' \$54.28 per foot

### **Sitka**

Annual \$55.68 per foot

Monthly \$24.66 per foot

Daily \$1.44 per foot

### **UnAlaska**

Annual \$61.05 per foot

Drive-Down Float a) Dockage Rates: (1) Permanent vessels will be granted a four-hour grace period. Once the vessel exceeds the four- hour grace period, the vessel will be charged the daily rate every four hours. (2) Transient vessels will be charged the daily rate every 4 hours.

### **Fishermen's Terminal**

Recreational Daily \$1.36 per foot

Recreational Monthly \$15.66 per foot

Active Fishing vessel Daily \$0.89 per foot

Active fishing vessel Monthly \$9.43 per foot