



HARBOR COMMISSION REGULAR MEETING

JAN 14, 2026 @ 6PM
COUNCIL ROOM A&B

Chairman:
Andy Craig
Commissioners:
Ryan Schuetze
Kenton Soares
Hein Kruithof
Garrett Collins
Harbormaster:
Tony Schinella
Admin Assistant:
Brandy Griffith

AGENDA

CALL TO ORDER

ROLL CALL

Andy Craig, Ryan Schuetze, Kenton Soares, Hein Kruithof, Garrett Collins

- 1. APPROVAL OF REGULAR MEETING AGENDA.....(Voice vote) Page 1**
- 2. APPROVAL OF MINUTES**
 - A. October 8, 2025, Special meeting minutes.....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 customer survey ideas.....Discussion**
- 6. MISCELLANEOUS BUSINESS**
- 7. AUDIENCE PARTICIPATION**
- 8. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**
- 9. ADJOURNMENT.....(Voice vote)**

**MINUTES
HARBOR COMMISSION SPECIAL MEETING
OCTOBER 8, 2025 @ 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, Ryan Schuetze, Garrett Collins, Hein Kruithof

Absent: Ken Jones

Approval of Special Meeting Agenda:

Schuetze /M, Collins /2nd, Unanimous to approve agenda.

Approval of Minutes: A. 9/17/2025 Special Meeting. Schuetze /M, Collins /2nd, unanimous to approve minutes as written.

Communications by Visitors: None

Harbormasters Report: Included in the packet. Additional: Pulled North Ramp floating dock 10/7-10/8.

New Business:

- A. 2026 Harbor operating budget discussion- budget presented and open for clarifying questions. General discussion- expenses are covered. These numbers are not reflecting the last two months of the year. Monthly fees are up and daily down. Additional wharfage fee added to budget, negates need to raise annual fees.
- B. 2026 Fee schedule discussion- Current year schedule presented and open for suggestions. Current fee schedule should make the 2026 budget without fee raises. Prefer to not raise annual unless we can't cover expenses. Staff time could be raised around 5%. Concern that wharfage fee may not be high enough to cover wear and tear. Possibly raise it. Discussion on Shipyard storage rates, concern over the long-time rate.

Miscellaneous Business: none

Audience Participation: none

Future Agenda Items: drive down float wear, shipyard blockage, potential expo advertising options

Commission Comments: none

Adjournment: Schuetze / M to Adjourn, Collins /2nd, Unanimous to adjourn @ 7:11 pm

Harbormaster's Report

- Facility rounds twice daily
- Cleaned and restocked restrooms daily
- Installed snowplow on Harbor truck
- Re-secured Up-N-Out ladders with easy break seals
- Wilson construction removed in harbor launch ramp dock
- Ordered materials for repair of launch ramp dock
- Attended city budget meeting and council meeting
- Had new weather covers made for Travelift receiver box and drivers stand controls
- Installed snowplow markers along South Harbor parking area
- Attended Seattle Marine Expo
- Conducted 100 vessel lifts in 2025
- Conducted 35 hours of security detail Samson barge offloads
- Sent out monthly invoices
- Changed oil in Travelift gear boxes and drive gears
- Lubricated Travelift wire rope
- Delivered 2800 gals of used oil to City Shop
- Delivered 400 gals of used oil to high school
- Received 1100 gals of used oil
- Collected 16,750 gals of used oil in 2025
- Put up Christmas lights on Harbor office
- Snow removal, sanded and salted areas as necessary
- Replaced breaker in Shipyard maintenance area
- Repaired water leak in Shipyard restroom
- Poured concrete pad at Harbor office entrance
- Replaced 5 electrical meters in North harbor
- Drive down float water froze up again. Waiting on PEI to trouble shoot issue with heat trace

South Harbor Project punch list items:

1. Wireless electrical metering system
2. Installation of new three stage dock crane