



**HARBOR COMMISSION REGULAR MEETING
OCT 9, 2024 @ 6PM
MAYOR’S CONFERENCE ROOM**

AGENDA

Chairman:
Andy Craig
Commissioners:
Ryan Schuetze
Ken Jones
Hein Kruithof
Christa Hoover
Tommy Sheridan
Garrett Collins
Harbormaster:
Tony Schinella
Admin Assistant:
Brandy Griffith

CALL TO ORDER

ROLL CALL

Andy Craig, Ryan Schuetze, Ken Jones, Hein Kruithof, Christa Hoover, Garrett Collins, Tommy Sheridan

- 1. APPROVAL OF REGULAR MEETING AGENDA..... (Voice vote) Page 1**
- 2. APPROVAL OF MINUTES**
 - A. 3/21/24 Special meeting, 4/16/24 Work session, 5/8/24 Regular meeting, 7/10/24 Regular meeting.
.....(Voice vote) Page 2-5
- 3. COMMUNICATIONS BY VISITORS**
 - A. Audience comments regarding agenda items (3 minutes per speaker)
- 4. HARBORMASTER REPORT..... Page 6**
- 5. NEW BUSINESS**
 - A. Resolution to dispose of 60MT Travelift Transporter.....Page 7
 - B. 2025 Fee Schedule and Budget Discussion.....Page 8-12
- 6. MISCELLANEOUS BUSINESS**
- 7. AUDIENCE PARTICIPATION**
- 8. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**
- 9. ADJOURNMENT.....(Voice vote)**

**HARBOR COMMISSION SPECIAL MEETING
MARCH 21, 2024 @ 6:00 PM
COUNCIL ROOM A&B**

Call to order: This meeting was called to order @ 6:10 pm.

Roll Call: In Attendance: Christa Hoover, Andy Craig, Hein Kruithof, Garrett Collins, Absent: Ken Jones, Ryan Schuetze, Tommy Sheridan

Approval of Agenda: Hoover/ Motion to approve agenda, Collins/ 2nd, V/ Unanimous to approve

Approval of Minutes:

- A. 20 Feb 2024 Special Meeting: Hoover/ Motion to approve minutes, Collins/ 2nd, V/ Unanimous to approve

Communications by Visitors: None

Harbormasters Report: Included in packet.
South Harbor Rebuilt by Collin Bronson- Absent

New Business:

- A. PIDP Grant design & submission discussion: General discussion. Cost to do design around 14,000. Will go to council before spending money. Council meeting April 3rd. Will move forward if council gives green light. Extra two weeks on the deadline. If we don't do application this year we need to sample grid area and ask council to set aside money for that. Need to check with DEC on possible contaminated soil and if it needs to be shipped out.
- B. PIDP submission resolution: Motion to approve resolution as written Collins, Kruithof 2nd. Unanimous to approve resolution as written.

Audience Participation: None

Commission Comments: Hoover: none, Collins: none, Kruithof: none, Craig: none

Future Agenda Items: Ben Hight will be here to discuss electrical at the next meeting.

Adjournment: M/Kruithof, 2nd/Collins, U to adjourn @ 6:35 pm

HARBOR COMMISSION WORK SESSION MEETING
APRIL 16, 2024 @ 6:00 PM
COUNCIL ROOM A&B

Call to order: This meeting was called to order @ 6:02 pm.

Roll Call: In Attendance: Christa Hoover, Andy Craig, Ken Jones, Garrett Collins, Tommy Sheridan. Absent: Hein Kruihof, Ryan Schuetze

Approval of Agenda: Work Session- Regular Commission business suspended until next meeting

Approval of Minutes:

- A. 21 March 2024 Special Meeting: postponed until next regular meeting

Communications by Visitors: None

Harbormasters Report: South Harbor Rebuilt by Collin Bronson: We are at 21 million spent so far. No relief from Marad yet. Meeting next week in person. Build out is JKI and part of H done. Still have pile to drive. There are logistics with the barge and pile driving. There are some issues with the mud holding piles to capacity. Need more pile. Will slow things down on the drive down dock. Are going to start moving people into J and K. Will continue on as I is completed. Mid to late June should be at full capacity. Working on traffic plan. Serves is on the schedule and will be accommodated. Relatively on schedule and on budget. I and H will stay connected to J and K temporarily.

New Business: South Harbor Electrical Requirements- Power point presentation and discussion by Ben Haight. This is viewable on the city's YouTube channel. Discussion and questions from the audience.

**HARBOR COMMISSION REGULAR MEETING
MAY 8, 2024 @ 6:00 PM
COUNCIL ROOM A&B**

Call to order: This meeting was called to order @ 6:06 pm.

Roll Call: In Attendance: Christa Hoover, Andy Craig, Garrett Collins, Hein Kruithof. Absent: Ryan Schuetze, Tommy Sheridan, Ken Jones.

Approval of Agenda: Hoover/M, Collins/2nd, Unanimous to approve agenda.

Approval of Minutes:

B. Next Meeting

Communications by Visitors:

CT Stack: wondering where boats that are coming are going to park? Also it would be nice if there was a water spot by the forest service spot. (Loading dock) You need extra hose to reach. Is going to be a jam for getting water. Fishing starts next Thursday. When will I float be up? (I float next priority)

Natasha Casciano: Here to support the rezoning of the breakwater park. I urge you guys to approve that. The other thing that I had in mind, with the possible removal of the covered space that is by the PWSSC building, rather than get rid of it we would like to urge you as a covered spaces project to relocate it. It won't be that difficult to remove it. A good spot to relocate would be the cleaning table past the burn pile. Where lots of people stop. Would require a DOT permit to put it there. Goes along with the cleaning table usage. It can be taken down in a way that it can be reused.

Harbormasters Report: Included in the packet.

South Harbor Rebuild Update by Collin Bronson: We are in process of getting to I float. I suspect 6-7 days it will be open. The road is about half way done. We have to dig across the road to dig in for sewer. Parking is going to be limited. No way around it. At least a week of road closures. Drive down float will be the last thing to function. G float will be built in right before drive down float. H, I, and most of G will be done by the end of the month. Piling issues have been overcome.

New Business:

A: PIDP COST ESTIMATE: Kevin Johnson: No discussion just bringing and update. Will be 29-30 million dollar project if we get it. We have 13% match from Shoreside. This is the estimate for the scaled back design. Is a little more parking in this design and lay down area. Expecting to announce recipients in November. Would like for us to discuss North harbor again in October-November.

B: Breakwater Park Report: Duncan Chisholm presenting: Been working on the concept with Covered Spaces Project. Done a survey and a public meeting. About 80% in favor of concept. General discussion. Issues include parking, safety, increased litter. Need to consider the extension of the South fill. Law enforcement needs to be more active.

a. Breakwater Park Concept:

b. Breakwater Park Rezoning Resolution. Kruithof/ Motion to approve, Collins/2nd. Discussion. Vote unanimous to approve as written.

Miscellaneous Business: None

Audience Participation: CT Stack: 48hr parking is full of fill right now so there is no parking? Where is parking? (parking available by AC, City hall, Reluctant. Map available at harbor office. Three stage is still available for unloading/loading boat.)

Kruithoff: A float has seiners blocking gillnetters stalls. They get first dibs? The opener is next Thursday. Nobody has spot for gillnetters? North harbor needs to be put back together.

Commission Comments: none

Adjournment: Kruithoff/ M to Adjourn, Collins/2nd, Unanimous to adjourn

**HARBOR COMMISSION REGULAR MEETING
July 10, 2024 @ 6:00 PM**

COUNCIL ROOM A&B

Call to order: This meeting was called to order @ 6:09 pm.

Roll Call:

In Attendance: Andy Craig, Garrett Collins, Ken Jones, Ryan Schuetze via phone. Hein Kruithof @ 6:15

Absent: Tommy Sheridan, Christa Hoover

Approval of Agenda: Jones/M, Collins/2nd, Unanimous to approve agenda.

Approval of Minutes:

- A. Next Meeting

Communications by Visitors: None

Harbormasters Report: Included in the packet.

South Harbor Rebuild Report: Included in the packet: additional North fill float will be put back in after G float is open.

New Business:

South Harbor Sign Concept: draft photo only. Open discussion. Ideas: Going where old sign was across from Napa. Possible room for more people to be added to plaque. Business to a local company preferred. Complete state of Alaska image. Line around sign? Not super flashy or bright colors. CNC cut out of metal? Mountain range? Simple but nice. Good for visitor pictures. Date of construction.

Miscellaneous Business: None

Audience Participation:

Future Agenda Items: Sign, Trifold, future of transporter, shipyard power, crane options, lease for old PWSSC building, security cameras

Commission Comments: None

Adjournment: Collins/ M to Adjourn, Jones/2nd, Unanimous to adjourn

Harbormaster's Report

- Daily rounds throughout the facility
- South Harbor Project meetings weekly
- G, H, I, J and floats all have electrical and water services
- Clean oil absorbent collection area
- Conducted Samson barge security 8 times
- Waiting laser engraver parts, so that we can continue making slip numbers and name tags
- Transpac Marinas crew was here a few weeks ago adjusting the docks
- USCG Valdez conducted our annual Facility Security Plan inspection. No issues
- Met with Calvin from Custom hose & Hydraulics to come up with a plan for where to run hydraulic line and where to mount controls for the DDF cranes
- Turnagain Marine was back to do some final clean up work and pile adjustments
- Picked trash around the harbor and Shipyard
- Street & CPD have worked together to remove the vehicles from the North Harbor parking lot. Public works cut the brush and graded the lot and they did a great job
This parking lot will be closed off during the winter just like we do with the South Harbor lot
- Spoke with Peterson Welding about making a South Harbor sign. We may look into having them do a cutout of the mountain range to put on top of an actual sign
- Sent out monthly invoices
- Attended Council meetings
- Been organizing the backyard and getting ready for winter
- Delivered 2800 gals of used oil to High School YTD
- Delivered 2150 gals of used oil to City Shop
- Collected 7655 gals of used oil YTD
- Harbormaster will be out of town from 19 Oct to 26 Oct to attend the AAHPA Conference in Homer
- 85 vessel lifts for 2024
- Cleaned and organized shop area
- Cleaned and restocked restrooms

**CORDOVA HARBOR COMMISSION
RESOLUTION 10-24-04**

**A RESOLUTION OF THE CORDOVA HARBOR COMMISSION TO THE COUNCIL OF THE
CITY OF CORDOVA. AUTHORIZING THE DISPOSAL OF THE TRAVELIFT 60MT
TRANSPORTER.**

WHEREAS, the Transporter was purchased in August 2023 with funds from the Cordova Port & Harbor; and

WHEREAS, the purchase of the Transporter would allow for more storage space for vessels in the Shipyard during the South Harbor Replacement Project; and

WHEREAS, prior to receiving the Transporter, the idea of making more available moorage space in the North Harbor by removing finger floats was entertained; and

WHEREAS, the Transporter was only needed to transport 5 vessels within the Shipyard; and

WHEREAS, the Harbor Commission and the Harbormaster believe that the Transporter will not be utilized for its intended purpose anytime in the near future; and

WHEREAS, there is no covered space for the Transporter. Leaving the Transporter exposed to the harsh weather for the long-term will just diminish the value of this piece of equipment.

NOW, THEREFORE, BE IT RESOLVED that the Cordova Harbor Commission of Cordova, Alaska, hereby acknowledges that the Travelift 60MT Transporter be disposed of in accordance with Chapter 5.14 of Cordova City Code.

PASSED AND APPROVED THIS 9th DAY OF OCTOBER 2024

Andy Craig, Chair

Anthony J Schinella, Harbormaster

City of Cordova - Small Boat Harbor 2024 Fees & Rates

Moorage	
All slips will be reserved based on Length overall of vessels	
<u>Vessel</u>	
Daily, per vessel	\$1.20 ft/day paid in advance \$1.30/ft/day if billed
Monthly, per vessel	\$16/ft/mo.
Annual, per vessel	\$58/ft/yr.
Failure to register within 24 hours	\$75.00
Vessel over half the width between floats	1.5 times annual rate
Float Plane (rate calculated by wingspan)	Same as vessel rates
<u>Parking</u>	
Vehicle Parking (Non-Taxable)	\$50 per month
Trailered 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
<u>Tideland</u>	
Daily, per foot	\$0.90/ft/day
Monthly, per foot	\$6.95/ft/mo.
Annual, per foot	\$13.95/ft/yr.
Non-insured vessel fee	\$50.00/day
Cruise ship and day cruise vessel lightering	\$5.00 per person
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
Net	\$300
Vessel Storage	\$3.00/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	\$3.15/ft/day
Non-harbor user refuse fee	\$10.00 per 3 bags of trash
Pressure washer rental	\$50.00/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

City of Cordova - Port of Cordova 2024 Fees & Rates

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
Landing crafts will be charged Dockage and Wharfage when using ramps	
Vessel Storage	
Up to 12 Months	\$2.95/ft/mo.
Over 12 Months	\$12.00/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	\$0.18
Second 50,000 barrels	\$0.16
Over 100,000 barrels	\$0.15
Additional Per gallon	\$0.03
<u>Used Oil</u>	
≤ 100 gallons	\$95.30/ man-hour
> 100 gallons, suitable for burning	\$95.30/man-hour
> 100 gallons, unsuitable for burning	\$47.65/gallon + \$95.30/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
Washdown	Free up to 2 hours \$84.00/hr. when more than 2 hours
Maintenance area daily use fee	\$17.00
Drive Down Float	1st two hrs free for annual slip holders. \$50/hr.
Travel Lift*	
<u>Vessel Length</u>	
	<u>Rate</u>
0' – 40'	\$24.00/ft
41' – 58'	\$25.00/ft
Over 58'	\$27.00/ft
No-Show Fee** and Minimum Fee	\$350.00
Inspection Haul***	60% of Travel Lift round trip rate
* 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.

Report Criteria:

Includes all accounts
 Includes grand totals

Account.Account number = "50230044010"- "50230044190", "50239840239"- "50239840325", "50240050000"- "50240056000"

Account Number	Title	2024-24 Current year Actual	2024-24 Current year Budget
HARBOR ENTERPRISE FUND			
Revenue - Operations			
502-300-44010	Wharfage	15,207.71	45,203.00-
502-300-44015	Fuel Oil Wharfage	.00	154,000.00-
502-300-44020	Dockage	24,111.00	36,750.00-
502-300-44030	Impounds & Fines	3,423.92	3,000.00-
502-300-44040	Dry Land Storage Fees	39,862.24	66,150.00-
502-300-44041	Shipyards Storage	11,339.54	33,075.00-
502-300-44050	Sale Of Labor	4,558.58	5,512.00-
502-300-44060	Permanent Slip Fees	868,597.31	1,270,500.00-
502-300-44070	Monthly Slip Fees	10,027.37	22,050.00-
502-300-44080	Daily Slip Fees	41,832.70	79,380.00-
502-300-44090	Grid Use Fees	1,756.97	6,930.00-
502-300-44100	Seaplane Moorage	.00	551.00-
502-300-44110	Utility Sales	7,262.95	12,000.00-
502-300-44120	Sale of Seivices	1,465.38	5,000.00-
502-300-44130	Other Harbor Revenue	1,589.87	6,300.00-
502-300-44135	Penalty & Interest - Harbor	10,011.16	15,000.00-
502-300-44140	Travel Lift Fees	28,568.26	110,250.00-
502-300-44150	Launch Ramp Fees	1,959.99	2,100.00-
502-300-44160	Parking Permits	.00	1,680.00-
502-300-44170	Maintenance Area Use	387.70	2,100.00-
502-300-44180	Misc Settlement Proceeds	.00	.00
502-300-44190	Registration - .5% Fish Tax	.00	.00
Total Revenue - Operations:		1,071,962.65	1,877,531.00
Other Revenue			
502-398-40239	Pension State Relief	.00	11,797.00-
502-398-40305	PERS NPO Write-Off Revenue	.00	.00
502-398-40325	Investment Earnings	.00	500.00-
Total Other Revenue:		.00	12,297.00
Expenditures-Harbor Operations			
502-400-50000	Salaries and Wages	283,221.55	412,547.00
502-400-50010	OT	13,633.57	10,300.00
502-400-50020	Temp. Employees	6,600.00	12,000.00
502-400-50030	On Call - Harbor	.00	.00
502-400-50100	FICA	22,634.39	33,266.00
502-400-50110	PERS	65,044.09	93,026.00
502-400-50120	Health Ins.	58,035.75	117,538.00
502-400-50130	Compensation Ins.	5,801.94	11,783.00
502-400-50140	ESC	2,601.80	7,140.00
502-400-50150	PERS Relief	.00	11,797.00
502-400-51000	Administrative Costs Allocated	.00	.00
502-400-51010	Uniforms/Safety Clothing	944.85	2,500.00
502-400-51020	Operating Supplies	7,454.30	11,000.00
502-400-51030	Custodial Supplies	3,645.47	4,000.00
502-400-52000	Communications	5,970.51	6,000.00
502-400-52010	Water, Sewer & Refuse	52,963.89	120,000.00

Account Number	Title	2024-24 Current year Actual	2024-24 Current year Budget
502-400-52020	Street Lighting	.00	3,000.00
502-400-52030	Electricity	58,280.21	70,000.00
502-400-52040	Heating Oil	6,995.33	8,000.00
502-400-52070	Leases/Rentals	.00	500.00
502-400-52120	Travel	.00	8,800.00
502-400-52160	Professional Development	.00	3,000.00
502-400-52170	Dues & Subscriptions	735.00	1,900.00
502-400-52179	Drug Testing	55.00	400.00
502-400-52180	Professional Services	4,562.06	39,000.00
502-400-52185	Bank Fees	575.14	18,000.00
502-400-52190	Attorney Fees	.00	.00
502-400-52270	Legal Printing	.00	750.00
502-400-52290	Bad Debt Expense	.00	.00
502-400-52350	Recruitment and Moving	.00	.00
502-400-54000	Fuel & Lube	6,432.16	7,000.00
502-400-54010	Vehicle Parts & Repairs	7,608.87	3,500.00
502-400-54020	Repair - Other Equipment	17,805.11	50,000.00
502-400-54030	R & M Buildings	14.99	2,000.00
502-400-54050	R & M Travel Lift	70,026.16	37,000.00
502-400-54080	Boiler Maintenance	.00	.00
502-400-55000	Other Equipment	25,737.44	10,000.00
502-400-55010	Equipment & Furnishings	4,029.75	.00
502-400-55020	Other Improvements	20,479.13	85,000.00
502-400-55030	Used Oil	59.10	54,015.00
502-400-56000	Insurance	.00	152,378.00
Total Expenditures-Harbor Operations:		751,947.56	1,407,140.00
Revenue Total:		1,071,962.65	1,889,828.00
Expenditure Total:		751,947.56	1,407,140.00
Total :		320,015.09	482,688.00
Grand Totals:		320,015.09	482,688.00