



HARBOR COMMISSION REGULAR MEETING

JAN 8, 2025 @ 6PM

ROOM A & B

AGENDA

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

CALL TO ORDER

ROLL CALL

Andy Craig, Ryan Schuetze, Ken Jones, Hein Kruithof, Garrett Collins

- 1. APPROVAL OF REGULAR MEETING AGENDA..... (Voice vote) Page 1**
- 2. APPROVAL OF MINUTES**
 - A. 10/9/24 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. Land Disposal – Letters of Interest for Lot 1, Block 7A Tidewater Development Park.....Page 4-7**
 - B. Shipyard Expansion Discussion.....(Voice vote) Page 8-13**
 - C. Reduce the Harbor Commission from seven to five voting members. Council Ordinance.....Page 14**
- 6. MISCELLANEOUS BUSINESS**
- 7. AUDIENCE PARTICIPATION**
- 8. COMMISSION COMMENTS & NEXT MEETING AGENDA ITEMS**
- 9. ADJOURNMENT.....(Voice vote)**

HARBOR COMMISSION REGULAR MEETING MINUTES

October 9, 2024 @ 6:00 PM

MAYOR'S CONFERENCE ROOM

Call to order: This meeting was called to order @ 6:01 pm.

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

Approval of Agenda: Sheridan/M, Kruithof/2nd, Unanimous to approve agenda.

Approval of Minutes:

- A. 3/21/24 Special meeting, 4/16/24 Work session, 5/8/24 Regular meeting, 7/10/24 Regular meeting. Sheridan/M, Schuetze/2nd, Unanimous to approve minutes as written.

Communications by Visitors:

Jeremiah Beckett: Came to comment on harbormaster's report, travelifts to date this year. I think that most of you are aware that last year the travelift dropped my tender boat and it caused significant damage, and based on the reports and the things that were submitted to insurance, the communications that the travelift was being properly maintained, and I think we all know that that's not true. I went and did a lot of public information requests with the city and confirmed that wasn't the case. I know we had the south harbor project and there was a lot going on, but when we have nice things, we need to maintain them. And when our community relies on them, we need to maintain them. I brought you copies of the engineering report on the lack of maintenance, the lack of training. What I would like to request the harbor commission do is; one, make sure future safety and incidents are publicized in the harbor commission report and City council. Cause there was no record publicly of my boat being dropped, the reasons why, or anything like that. Which has made it difficult for me on this path. Two, I think the city should post a maintenance schedule for all the harbor equipment and the cranes. It's obvious from just the travelift there was a huge negligence of maintenance. I'm not sure how systemic that is across the harbor resources, but I have heard a lot of stories. I use that equipment, everyone in town uses that equipment, and there should be some way that we reliably know that it's been maintained properly. I just want to request that future safety and insurance incidents are publicized. So they are not hidden from the community and council and that we more aggressively do maintenance on our equipment that we rely on. That travelift makes more than enough money to pay for the maintenance and I can tell just from your budget you are not meeting the requirements or expectations of the vendors and that's why the equipment failed. I don't want to disparage anyone or target anyone, I just want to see change. This cost me hundreds of thousands of dollars, and I am still arguing with insurance over it and I don't want anyone else to be put in that position. I don't want the city to be put in that position. It was just unfair. So, I would like the City to learn from it and make sure we are proactive when maintaining our infrastructure. There is no point of having a new harbor if you don't take care of the lift to get boats out for maintenance. That's all I wanted to say. I brought you guys a copy since you are not on city council emails. My letter to council along with the insurance report.

Chandler Kemp. I'm factoring with UAF and I have a project that is supporting mariculture operations specifically looking at energy use in operation. So we're looking at how things are currently being used and thinking of future options that might involve some electric out board that could be charged at the docks. Thought there might be some engagement with the harbor at some point down the road. Wanted to let you know that I was in town for the week. I've met some of you already. I started working with the Alaska Longline fisherman's Association in 2016 and we started looking at fuel efficiency, did some measurements, recorded things throughout the season, and measured hydraulic pressures. To see how much power is running hydraulics vs propulsion vs refrigeration. We worked on some low hanging fruits, quantifying how much impact if you clean your hull more regularly. People were asking for different propulsion systems. We are looking at a hybrid system right now. Looking at possible electric outboards. Biggest I've seen is around 100HP.

Harbormasters Report: Included in the packet. Additional: got engraver parts in and back up and running today. There's a loss of \$128,000 of revenue for the project not being on time.

New Business:

A. Resolution to dispose of 60MT Travelift Transporter: Schuetze/ M, Sheridan/ 2nd. General discussion. No need for the lift in City Shipyard now. Not useful for most boats in our fleet. Will probably talk to Travelift when we get to point of selling it. Unanimous to pass as written.

B. 2025 Fee Schedule and Budget Discussion: Proposal of 5% across the board increase. Discussion of higher fees for Cruise ships. Want to talk to Cathy at Chamber before increasing cruise ship head tax. Agreement with 5% increase. Wait on head tax. Will see fee chart again. Can always amend head tax later if needed.

Miscellaneous Business: Schuetze: could we sacrifice a parking spot to make covered bike rack? Would be gaining a lot more parking spots. Craig: Also short term parking spots, move a few rocks for better walkability with carts. Schinella: we aren't done putting up signage and we will move rocks once contract is fully done.

Audience Participation:

Future Agenda Items: Charging electricity per amperage, PIDP announcement next month

Commission Comments: None

Adjournment: Kruithof/ M to Adjourn, Schuetze/2nd, Unanimous to adjourn @ 7:47p

Harbormaster's Report

- Daily rounds throughout the facility
- Put up Christmas lights around the office
- Installed reflective poles along South Harbor parking area
- Clean oil absorbent collection area
- Conducted Samson barge security 5 times
- Assisted in pumping out three vessels
- Spread sand throughout the facility
- Calvin finished plumbing in the DDF cranes. The 2500lbs crane is up and running. Going have tech setup the 10,000lbs crane before we open it to the public.
- Turnagain will be installing a new heat trace line for DDF water
- Waiting on conduit to run electricity to Grid
- Waiting on wire to run power to one pedestal on G float
- Picked trash around the harbor and Shipyard
- Intent to Impound notices will be sent out this week
- Sent out monthly invoices
- Attended Council meetings
- Peterson Welding brazed up Travelift expansion tank
- Delivered 3900 gals of used oil to High School YTD
- Delivered 5350 gals of used oil to City Shop YTD
- Collected 10,730 gals of used oil YTD
- Attended the Seattle Marine Expo
- 94 vessel lifts for 2024
- Installed snowplows on trucks
- Tuned up snowblowers
- Cleaned and organized shop area
- Cleaned and restocked restrooms

AGENDA ITEM # 1
Harbor Commission Meeting Date: 01/08/2025
HARBOR COMMISSION COMMUNICATION FORM

FROM: Tony Schinella, Harbor Master
Amanda Hadley Coward, City Planner

DATE: Wednesday January 08, 2025

ITEM: Land Disposal – Letter of Interest for Lot 1, Block 7A Tidewater Development Park

NEXT STEP: Review Letters of Interest and Recommendation of Disposal

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Review Letters of Interest and give a recommendation to City Council
Legal Description: Lot 1, Block 7A Tidewater Development Park
Area: Approximately 40,259 Sq. Ft.
Zoning: Waterfront Industrial District
Attachments: Letter of Interest from David Roemhildt
Letter of Interest from Camtu’s Alaska Wild Seafoods (Thai Vu, Camtu Ho, Tu Trinh Dillon, and Tyler Dillon)

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motions for the Harbor Commission to open the agenda item for discussion:

“I move to recommend to City Council to dispose of the requested Lot 1, Block 7A Tidewater Development Park approximately 40,259 Sq. Ft. as outlined in Cordova Municipal Code 5.22.060 (B) by *”

Choose one of the following to insert for the asterisk:

- Negotiating an agreement with “insert preferred Letter of Interest” to lease or purchase the property.
- Requesting sealed proposals to lease or purchase the property.
- Inviting sealed bids to lease or purchase the property.
- Offering the property for lease or purchase at public auction.

Alternate motion:

“I move to recommend the City Council does not dispose of the requested Lot 1, Block 7A Tidewater Development Park.”

III. FISCAL IMPACTS:

The city would collect lease revenue on the land until the land is disposed of and tax revenue will be collected during the lease period and after the purchase of the property if that is to occur.

IV. BACKGROUND INFORMATION:

We have two interested parties who are both interested in the purchase of this lot. They both propose the development of a commercial seafood processing plant at this location.

This lot is not currently zoned and needs to be zoned accordingly based on the use of the selected purchaser.

At this time, the Harbor commission is being asked to make a recommendation on if the property should be disposed of and in what method. If the City Council determines that the property is to be disposed of using Request for Proposals, the Harbor Commission will have the opportunity to review and score the received proposals prior to City Council making a final decision.

Applicable Code:

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;
2. Invite sealed bids to lease or purchase the property;
3. Offer the property for lease or purchase at public auction;
4. Request sealed proposals to lease or purchase the property.

VI. LEGAL ISSUES:

Legal review of the lease or purchase will be conducted prior to final approval by Council.

VII. SUMMARY AND ALTERNATIVES:

Staff has received letters of interest from two different parties regarding Lot 1, Block 7A Tidewater Development Park. The Harbor Commission may make a motion to recommend or not recommend the disposal of the property.

David Roemhildt PO Box 2294
Cordova, Alaska 99574

April 3, 2024

Helen Horwath City Manager City of
Cordova PO Box 1210
Cordova, Alaska 99574,

Please consider this letter as a formal request for the purchase of Lot 1, Block 7A, Tidewater Development Park and for the purchase of the structure on Lot 2, Block 7.

I propose to purchase Lot 1, Block 7A for three hundred thousand and one dollars (\$300,001), and purchase the structure on Lot 2, Block 7 for one thousand and one dollars (\$1,001).

I will develop Lot 1 with the infrastructure required to operate a seafood processing plant and dock. I will demolish the structure on Lot 2 as a necessary step toward providing dock access on the east side of Lot 1 and to enhance the operational value of that lot.

I request that the lot lines for Lot 1 be adjusted to the mean high water mark on the north, south and west boundaries of the lot. I request that the lot line on the east side be relocated to 10' east of the toe of the rip rap slope, a move of roughly 20'. This will allow for the installation of a dock within the property boundaries. A 60-foot-wide access easement must be created along the eastern lot line to allow for access to this dock.

This development will benefit the community through increased seafood production capacity, by creating jobs, through increased raw fish tax and increased sales and property tax. As this property is in a highly visible location from all sides, it is understood and agreed that the development should conform to high aesthetic and historical criteria.

Estimated development value \$5,000,000. I would gladly entertain a lease/purchase option similar to Attachment D of LD-RFP-24-02.

I propose to complete the development within 5 years of the commencement of lease and remove the structure on Lot 2 within 18 months.

Respectfully,



David Roemhildt



Interest of Purchase - Lot 1, Block 7A, Tidewater Development Park
June 8th, 2024

From: Thai Vu & Camtu Ho, Tyler & Tu Trinh Dillon
Camtu's Alaska Wild Seafoods
PO BOX 1502
Cordova, AK 99574

To: City of Cordova Councilmen,
City Mayor, Planner, Manager
PO BOX 1210
Cordova, AK 99574

Dear Representatives of the City of Cordova and Councilmen :

On behalf of Camtu's Alaska Wild Seafoods, this letter is to provide interest in the purchase of Lot 1, Block 7A, Tidewater Development Park.

We understand that the City of Cordova has recently published Lot 1, Block 7A, of Tidewater Development Park up for sale. We would like to submit a formal offer for this lot of \$300,001.00. Our plan is to build a fish processing facility at this lot. It will allow us to shorten fish transport time, reduce handling of the fish, reduce traffic on the road, offer more consistent service to our fisherman and give us full year access to add additional species to our production (seine fish, halibut and black cod). This in turn will increase fish quality and cut long-term overhead from transportation costs. This will increase revenue by 10- 12% and we can pass these savings and revenue increases on to our fishermen and employees. It will also create 10 - 15% more jobs within our facility and offer employees longer working seasons. We see job opportunities increasing each year in the long term as well.

We believe this is the best alternative option available that will benefit all community members, fishermen, environmentalists, city, and the general community.

Thank you very much,

Camtu Ho
President, CEO, Owner

Thai Vu
Vice-President, Owner

Tyler Dillon
Fleet Manager & Assistant Plant Manager

Tu Trinh Dillon
Office & Operations Manager

AGENDA ITEM # 2
Harbor Commission Meeting Date: 01/08/2025
HARBOR COMMISSION COMMUNICATION FORM

FROM: Tony Schinella, Harbor Master
Amanda Hadley Coward, City Planner

DATE: Wednesday January 08, 2025

ITEM: Resolution 1-25-01 – Harbor Commission Support of Shipyard Expansion

NEXT STEP: Discuss Potential Future Expansion of the Shipyard and Consider
Passing Resolution Supporting Shipyard Expansion

INFORMATION
 MOTION
 RESOLUTION

I. REQUEST OR ISSUE:

Planning Commission discussed the idea of expanding the shipyard and has requested that the Harbor Commission discuss the topic and forward any comments and/ or a resolution supporting the idea if they so desire.

Attachments: Area Map
Shipyard Plat
2014 Harbor Facilities Uplands Master Plan
2011 Shipyard Building Cost Estimate

II. RECOMMENDED ACTION / NEXT STEP:

The Commission should open the item for discussion with a motion and a second.

Staff has provided the following suggested motion for consideration:

“I move to approve Resolution 1-25-01 supporting the expansion of the Shipyard.”

Alternate Motion:

“I move to not approve Resolution 1-25-01.”

III. FISCAL IMPACTS:

Unknown at this time, further investigation into the scope of the project would be needed to ensure that factors impacting the cost were known.

IV. BACKGROUND INFORMATION:

At the Planning Commissions October 08, 2024, meeting it was discussed and determined that the Planning Commission is generally in support of the idea of expansion. However, before they were able to have more in depth discussion on the matter, they determined that they would need input from the Harbor Commission.

The Planning Commission requested that Harbor Commission staff take the topic to the Harbor Commission to discuss the future expansion of the shipyard, and to bring back their comments and a resolution supporting the matter if the Harbor Commission decided to pass one.

Staff has provided some information that may be relevant to the conversation as attachments.

VI. LEGAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

The Planning Commission began a discussion regarding the expansion of the Shipyard; However, it was determined that input from the Harbor Commission on the matter was required before they could continue their discussion. Harbor Commission is asked to forward their comments and a resolution supporting the matter if they so decided.

**CITY OF CORDOVA, ALASKA
HARBOR COMMISSION
RESOLUTION 1-25-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA SUPPORTING THE
EXPANSION OF THE SHIPYARD.**

WHEREAS, the project would support the fishing industry and their need for vessel manufacturing and repair facilities; and

WHEREAS, the shipyard would encourage an increase in wintertime business industries; and

WHEREAS, construction of a tideland fill area with an enclosed shipyard building would have environmental impacts but the environmental benefits outweigh the costs as this would take construction debris, oil, and other possible hazards from vessel maintenance away from contaminating the water in the harbor; and

WHEREAS, the project would be able to be supported by fill material being sources from City owned property located across the street from the site. This would also open and encourage development of the land where the fill material is sources from; and

WHEREAS, additionally this will encourage our fishing fleet to over winter in Cordova as they will not need to locate elsewhere for wintertime vessel repairs; and

WHEREAS, by expanding the current shipyard area and building an indoor location we will encourage growth in the commercial fishing industry. This benefits Cordova as the fees paid for use of the haul out, dry dock, indoor facilities, and taxes would be an increase in City revenue. In turn by creating these facilities we would be encouraging new businesses to grow that would bring in business license revenue and transactions to occur that would add additional tax revenue; and

WHEREAS, the project will decrease the harbor's environmental impact through allowing upgrades and maintenance of vessels to occur on the land and not within the harbor where debris can be lost into the water; and

WHEREAS, the project will increase harbor user safety and decrease City liability by using off water facilities when making repairs. Ensuring that the proper equipment is provided in the shipyard and installation of security cameras; and

WHEREAS, the project will increase transportation opportunities as this could lead to a potential deepwater port; and

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Cordova, Alaska, supports the Expansion of the Shipyard.

PASSED AND APPROVED THIS 8th DAY OF JANUARY, 2025

Andy Craig, Chair

ATTEST: _____
Tony Schinella, Harbor Master

Harbor Master Plan

TRAVEL LIFT FACILITY- Construction to this facility was completed in 2010. It includes the Marine Travel lift, piers, wash down pad, water treatment unit, maintenance area including overhead lighting and utilities. The facility operates on approximately 2 acres of the Ocean Dock Subdivision. The Marine Travel Lift was purchased in 2009. In 2013 the City completed a land swap with Samson Tug & Barge, making the travel lift facility and operating area more efficient. **Current condition: Excellent**

Future Needs Within:

❖ 1-5 Years- Replacement of travel lift straps and tires. Explore options and secure funding to expand existing fill to provide for additional space for vessel maintenance/storage and to provide space to erect a large maintenance building

CH2MHILL Cost Estimate 2011

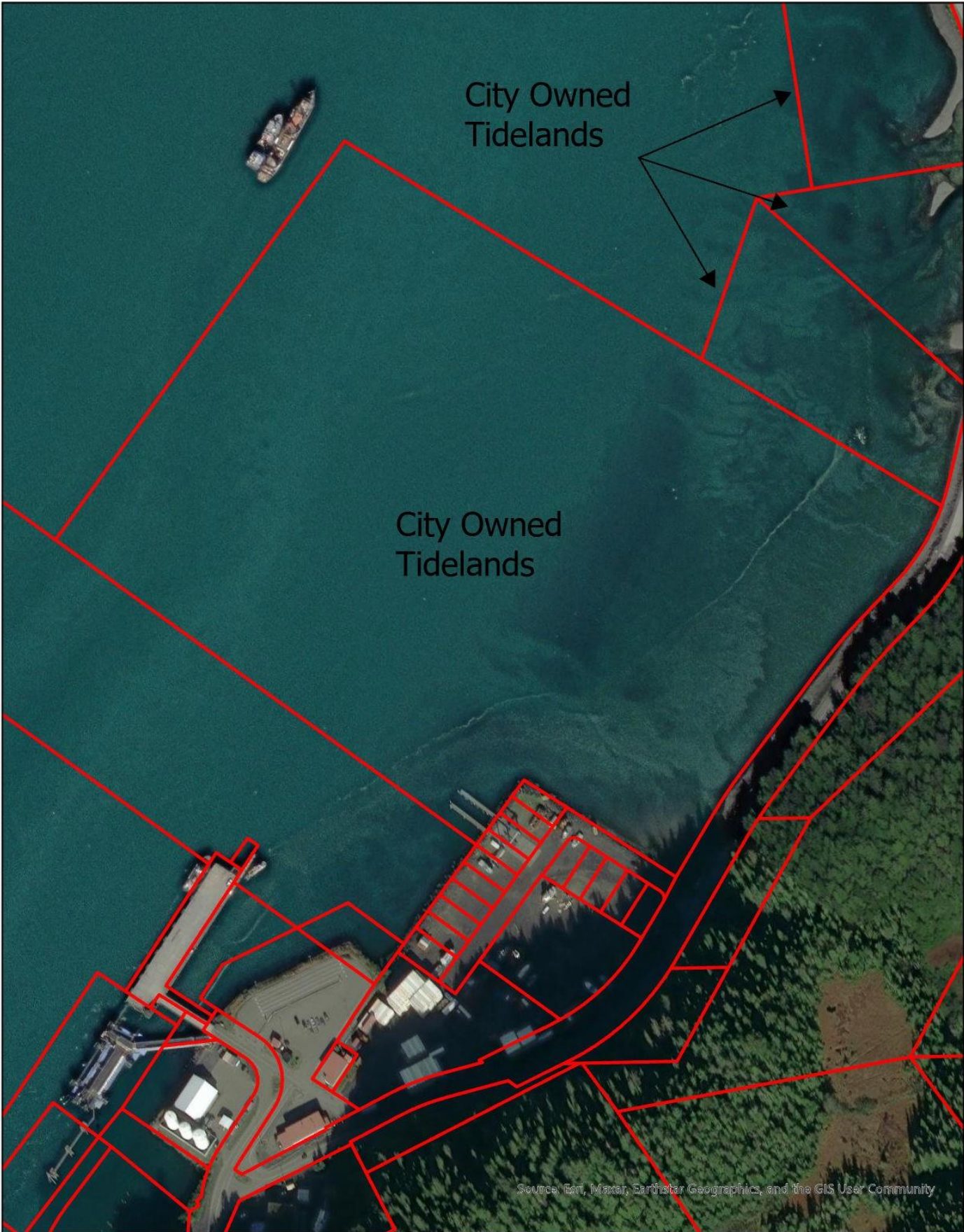
Shipyards Building

Conceptual Construction Estimate

Item	Pay Unit	Unit Price	Quantity	Amount
Foundation Excavation	CY	\$10	903	\$9,028
Aggregate Base Course, Grading D-1	TN	\$30	587	\$17,604
Concrete Foundation & Slab	CY	\$1,200	453	\$544,000
Steel Frame Building (Heated)	LS	\$790,000	1	\$790,000
5 Ton Crane	LS	\$140,000	1	\$140,000
Lighting Allowance	LS	\$50,000	1	\$50,000
Plumbing Allowance	LS	\$50,000	1	\$50,000
Power to Site Allowance	LS	\$100,000	1	\$100,000
			Subtotal:	\$1,700,632
			Mob/Demob (10%):	\$170,063
			Contingency (30%):	\$510,190
			Construction Total:	\$2,380,885

Project Estimate

Rounded Construction Cost	\$2,380,000
Engineering (12%)	\$285,600
Agency Review and Permitting (5%)	\$119,000
Construction Administration (20%)	\$476,000
Replatting and Easements	\$50,000
Geotechnical Investigation	\$30,000
Field Survey	\$15,000
Project Subtotal:	\$3,355,600
Scope Change Allowance (5%):	\$167,780
Project Total:	\$3,523,380



**CITY OF CORDOVA, ALASKA
ORDINANCE 1226**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING
CORDOVA MUNICIPAL CODE SECTION 11.08.020 – HARBOR COMMISSION, TO REDUCE THE
HARBOR COMMISSION FROM SEVEN TO FIVE VOTING MEMBERS**

WHEREAS, the Council of the City of Cordova adopted Substitute Ordinance 1200 on July 6, 2022, which increased the number of Harbor Commission members from five to seven; and

WHEREAS, at that time, the City was about to embark upon a significant, long-awaited restoration project, namely, the South Harbor Rebuild Project; and

WHEREAS, there had been significantly more interest in membership on the Harbor Commission and so City Council sought to increase input from diverse users of the harbor especially input relevant to the rebuild project; and

WHEREAS, the South Harbor rebuild project is almost entirely complete, there was considerably less interest in the Harbor Commission vacancies that were recently advertised, and the Commission has had difficulty being able to attain a quorum for regular commission meetings.

NOW, THEREFORE, it is ordained as follows:

Section 1. Cordova Municipal Code Section 11.08.020 Harbor Commission, is hereby amended as follows:

11.08.020 Harbor Commission.

A. A Harbor Commission shall be established for the purpose of advising City Council on the operation, maintenance, and improvement of Cordova's port and harbor facilities, and for such additional purposes as City Council may from time to time designate. The Commission shall consist of ~~seven~~ **five** voting members. The City Manager and Harbormaster shall be ex officio members of the Commission. Ex officio members of the Commission shall have the right of the floor to participate in all discussions but shall not vote on any matter before the Commission. The Commission shall elect a chairman and vice-chairman from its voting membership each January.

Section 2. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: January 15, 2025, 2nd reading and public hearing:

PASSED AND APPROVED THIS _____ DAY OF _____ 2025.

David Allison, Mayor

ATTEST:

Susan Bourgeois, City Clerk