



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Port & Harbor Advisory Commission Regular Meeting

Wednesday, May 26, 2021 at 6:00 PM

City Hall Cowles Council Chambers via Zoom Webinar

Webinar ID: 954 2610 1220 Password: 556404

Dial: 346-248-7799 or 669-900-6833; (Toll Free) 888-788-0099 or 877-853-5247

CALL TO ORDER, 6:00 P.M.

AGENDA APPROVAL

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA (3 minute time limit)

RECONSIDERATION

APPROVAL OF MINUTES

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VISITORS / PRESENTATIONS

STAFF & COUNCIL REPORT / COMMITTEE REPORTS

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B. Homer Marine Trades Association Report **Page 13**

PUBLIC HEARING

PENDING BUSINESS

A. Identifying Other Revenue Sources – Spit Parking Plan Update & Kiosk Research **Page 15**

i. Memo from HDR Engineering Re: Homer Spit Parking Study Scope **Page 17**

ii. Parking Map of Homer Spit **Page 19**

B. 2022-23 Budget & Commodity (Moorage) Rate Increase **Page 21**

i. Proposed Budget Development Schedule for FY 2022 & 2023 **Page 22**

C. Annual Review of PHC Policies/Bylaws **Page 23**

i. PHC Bylaws - Adopted March 11, 2019 **Page 25**

NEW BUSINESS

A. Ordinance 21-26 No Wake Zone **Page 29**

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INFORMATIONAL MATERIALS

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COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE CITY STAFF

COMMENTS OF THE CITY COUNCILMEMBER (if present)

COMMENTS OF THE CHAIR

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is **WEDNESDAY, JUNE 23, 2021 at 6:00 P.M.** All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 21-04, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Steve Zimmerman at 5:00 p.m. on April 28, 2021 in the Cowles Council Chambers, City Hall located at 491 E Pioneer Avenue, Homer, Alaska via Zoom Webinar.

PRESENT: COMMISSIONERS ZIMMERMAN, SIEKANIEC, ERICKSON, ZEISET, MATTHEWS, AND ULMER

ABSENT: COMMISSIONER STOCKBURGER AND STUDENT REPRESENTATIVE ENGBRETSSEN (both excused)

STAFF: PORT DIRECTOR/HARBORMASTER HAWKINS
DEPUTY CITY CLERK TUSSEY

AGENDA APPROVAL

Chair Zimmerman asked for a motion to approve the agenda.

ULMER/ZEISET MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

APPROVAL OF MINUTES

A. March 24, 2021 Regular Meeting Minutes

Chair Zimmerman asked for a motion to approve the minutes.

ULMER/SIEKANIEC MOVED TO APPROVE THE MINUTES AS WRITTEN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Port & Harbor Staff Report for April 2021

Port Director Hawkins spoke to written staff report, noting the following:

- Meeting with Arctic Domain Awareness Center UAA and Maritime Communication Needs.
- Response to an emergency call of an overturned kayaker in Mud Bay; harbor tug was used to help retrieve one kayaker who was still upright but having trouble fighting the wind.
- Notable harbor events including a scrap steel load-out and the derelict vessel hauled out to be scrapped.
- Any movement on addressing illegal dumping in the Port and Harbor facilities.

B. Homer Marine Trades Association Report

Commissioner Zeiset provided a verbal report. HMTA was able to be a part of Maritime Career Presentation opportunity. There were a series of career spotlights happening online statewide sponsored by Alaska Career Information System (AKCIS). The association is also running radio spots all summer on the Anchorage sports channel supporting Homer marine trades, and there are additional spots open through HMTA if any marine business partners want to get help promoting their business. They are also sponsoring the Great Alaska Fishery Report.

PUBLIC HEARING

PENDING BUSINESS

- A. 2022 Budget Planning – Identifying Other Revenue Sources
- i. Port & Harbor Facilities Vehicle Parking Map & Info Handout

Chair Zimmerman introduced the item by reading the title and opened the floor for discussion.

Commissioners Matthews voiced questions on budget, parking, and what staff is asking the commission to take action on at this meeting. Deputy City Clerk Tussey provided a background of what was discussed at the last meetings as part of their annual feedback to staff during City budget planning, and referred to staff's recommendations in the memo.

The commission and Port Director Hawkins held discussion on the following topics:

- Questions concerning admin fees, update on the 2022 budget planning, and the good news that the conversation is open with the Mayor and City Council on lowering the admin fees shared between the Enterprise Fund and the City General Fund.
- Parking Fees/Study: staff is not proposing any parking fee changes at this time and are working on completing the parking study that was originally approved in 2020. They are working with HDR who has experience with these types of studies.
- Percentage use of trailers in the large parking area; when Commissioner Siekaniec thinks of ways to make more money he considers ways to maximize how we're using our land.
- Importance of providing moorage in the harbor for large vessels given the amount of business they bring to Homer and the harbor.

- Concerns with hitting too many fees to a particular user group; increasing fees to parking at least touches on everyone out there.
- Would be nice to have a comprehensive study done to see the amount of funds coming in from the different user groups.
- Tax credit towards the admin fees that were charged would help; we need to make the point with the Kenai Peninsula Borough that a lot of business wouldn't take place if it wasn't for the harbor, and some of that sales tax collected should go back to the Harbor Enterprise.

There was discussion on making a motion to get City Council to address the sales tax issue.

MATTHEWS/ULMER MOVED TO HAVE A MEMO WRITTEN TO THE MAYOR, CITY COUNCIL, AND CITY MANAGER REQUESTING THE SALES TAX COLLECTED BY THE PORT BE CREDITED BACK AGAINST THE ADMIN FEES THAT THE PORT PAYS OUT.

In response to questions from Commissioners Erickson and Siekaniec, Mr. Hawkins clarified that about half of the budget is encompassed by admin fees, and the \$300,000 in sales tax paid out is how much the Port and Harbor pays for both Borough and City taxes. Mr. Siekaniec clarified then it's likely we'd just want a credit of the City portion that the harbor pays in addition to the requested 13% decrease to the admin fees.

Commissioners discussed that while they would like to see more significant decreases to the administrative fees and more City/Borough sales tax coming back to the harbor, they agreed this was a step in the right direction.

Commissioner Matthews requested that the memorandum include the following point made by Chair Zimmerman: this is a publicly-funded harbor and enterprise, not a private marina. Hardly any public harbors pay 100% for themselves, just like any public service as taxpayer money that goes into it, we should not expect the harbor to pay for itself with fees 100% and keep it at a feasible cost level for people to use it. Private marinas cost a lot more money and that's what make them more feasible for the owners to run, but that's an issue. We need to get other tax dollars and subsidies from other ways, while still trying to get as much revenue as we can to keep fees reasonable and keep the place going.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Commissioners requested that this subject remain on their agenda for their next few meetings.

Chair Zimmerman asked staff if it's too late to do more paid parking lots this year; he suggested additional paid parking kiosks be purchased and a parking sticker in the window be required to park in that designated area. Mr. Hawkins said it would be a challenge from an education standpoint, and there is a delay in shipping/manufacturing equipment due to COVID-19. He agreed to look into seeing what would be needed to get kiosks purchased. In response to commissioner questions, Mr. Hawkins provided estimated kiosk machine costs and the pay-off timeframe for each machine.

Commissioners unanimously agreed that this year could at least be a trial run on additional paid parking lots starting July for the primary summer months. They acknowledged it would be a tight timeline but would really like to get word out to the public on upcoming parking changes.

Chair Zimmerman asked staff and the commission if they felt it was a possibility or if they're pushing too hard. The commission agreed to have it on the May agenda for public comment, get kiosk pricing/order status from harbor staff, and possibly have some PSA's on KBBI until then. It was suggested that staff could just go ahead with ordering at least two kiosks and the commission can continue their discussion on exactly where they'd go. Mr. Hawkins suggested the area around Ramp 2 and the Boat Pavilion would be an easy switch-over to paid parking; staff could move forward with that. For front row signage, that will require more work and more signage. Discussion ensued on setting up blocks and other parking lot options.

Chair Zimmerman recapped their discussion, noting that Mr. Hawkins will look into purchasing kiosks, the PHC will have the subject on the May meeting agenda, and they would hold off on any mass notices (flyers, warnings, etc.) for the roll-out.

NEW BUSINESS

- A. Sport Shed-Tackle Shack Co. LLC Lease Assignment
 - i. Lease Application Checklist & City Manager's Recommended Action
 - ii. Tackle Shack Co. LLC Lease Application/Assignment Form
 - iii. DRAFT Lease Tackle Shack Co. LLC

Chair Zimmerman introduced the item by reading the title. He inquired if the upstairs lodging is approved and was included in the Fire Marshal plans. Port Director Hawkins said he would check with Planning. Chair Zimmerman asked for a motion of recommendation.

ULMER/ZEISET MOVE TO RECOMMEND TO CITY COUNCIL APPROVAL OF THE LEASE TRANSFER FROM THE CURRENT TENANT, HARBOR LEASING LLC/TABOR ASHMENT TO TACKLE SHACK CO. LLC, WITH THE CONSIDERATION THAT THE APPROVAL IS CONTINGENT ON THE ACQUISITION OF INSURANCE FOR THE NEW BUSINESS BEFORE LEASE SIGNING.

Commissioner Matthews commented that she did not see in the lease materials how the City would provide assistance to maintain the grounds, such as providing dredged materials to build up the land due to storm/erosion damage. She asked if the City would be including a plan for ground maintenance or including some "hold harmless" verbiage into the lease agreement. Mr. Hawkins responded that the City is not contractually obligated to provide soil to repair the lot, and that he would be consulting the City Attorney before a lease was signed.

There was brief discussion with staff on amending the motion to include additional contingencies.

ZIMMERMAN/MATTHEWS MOVED TO AMEND THAT CONSIDERATIONS FOR LEASE APPROVAL IS CONTINGENT ON THE ACQUISITION OF INSURANCE, EROSION CONTROL IS ADDRESSED, AND FIRE MARSHAL APPROVAL FOR THE APARTMENTS.

There was no discussion.

VOTE (amendment): NON-OBJECTION: UNANIMOUS CONSENT.

There was no further discussion.

VOTE (main motion as amended): NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- B. Annual Review of the Port of Homer Tariff No. 1
 - i. Port of Homer Tariff No. 1 – Current

Chair Zimmerman introduced the item by reading the title and deferred to Port Director Hawkins who provided some background on Terminal Tariff changes and the four recommended changes staff was proposing, including the annual 3.2% moorage rate (commodity rate) increase.

Commissioner Matthews spoke to the need to increase moorage rates further given the high cost of construction materials to help offset the replacement costs down the road. Mr. Hawkins explained how the rates are increased annually per their 10-year increase plan set in 2015, in addition to any CPI increases for that year. Ms. Matthews noted that it's still not a viable rate and should be slightly increased, such as to 4%, to account for the large increase in building material costs and a loss in revenue due to no cruise ships. Mr. Hawkins pointed out how the Port did come in over their projected revenues, and is hesitant to increase rates based on temporary spikes.

Discussion ensued between staff and commissioners on the history of the moorage rate process and the justifications for adjusting the annual increase due to costs being higher than they were in 2015 when the 10-year plan was set.

Commissioner Siekaniec commented that when looking at the budget, it looks like we're really close to being viable. He asked for some clarification on what the Port's goal is to determine the scope of what they have to do. Mr. Hawkins said he can only provide very rough estimates of replacement costs based on in-house efforts; we've never done a comprehensive study on the lifespan of our current infrastructure. If the Port built on that or contracted with a study firm, they could come up with some real costs on what is needed now, in two years, five years, and plan it out. He clarified that the budget line item Port and Harbor Net Position has to do with our depreciation costs.

In response to Chair Zimmerman, Deputy City Clerk Tussey explained the proposed changes in staff's memo and the request for PHC's recommendation to Council.

SIEKANIEC/ERICKSON MOVE TO APPROVE AND RECOMMEND TO CITY COUNCIL THE PROPOSED STAFF CHANGES TO THE PORT OF HOMER TARIFF NO. 1 FOR THE CARD REPLACEMENT FEE, DECK SHELTER STORAGE – PREARRANGED, AND OFF-SITE FISH PROCESSORS FEE FOR USE OF CITY'S OUTFALL LINE.

Commissioner Matthews requested the definition of “Commodity Rate”. Mr. Hawkins explained that is the price per square foot for moorage in the harbor and the formula uses to calculate moorage.

There was further discussion between staff and commissioners on increasing the moorage rate, the purpose of the Terminal Tariff, and clarifying the motion verbiage. The commission agreed to recommend approval of the other three proposed changes and discuss the commodity rate further.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was discussion on what steps would need to take place to amend the Tariff and increase the moorage fees. Ms. Tussey noted that the commission does have their May meeting to continue the discussion on proposed moorage amendments before the June 14th City Council public hearing. The commission directed questions to Mr. Hawkins on moorage calculations, how they can compare the increases, and possibly increasing the annual amount to a 4% increase. The commission agreed to have it on their May meeting agenda.

- C. Annual Review of Strategic Plan & PHC Policies/Bylaws
 - i. 2019-2020 PHC Strategic Plan
 - ii. PHC Bylaws - Adopted March 11, 2019

Chair Zimmerman introduced the item by reading the title and opened the floor for discussion.

Deputy City Clerk Tussey spoke to the current strategic plan and facilitated discussion with the commission on each goal section. The commission discussed the following amendments:

- Leaving Overall Goals as-is
- Short Term Goals (replacing #1-3 with new goals):
 - Convince the City to lower administrative costs
 - Develop more paid parking on the Spit
 - Continue identifying other sources of revenue
 - Establish a goal for reserves and continue to understand the budget, include setting fees, and dedication of sales tax (was #1 in mid-term)
- Mid Term Goals:
 - Add: Get a 5-year plan for float replacement in the Small Boat Harbor
 - Move #1 to short term goals
 - Remove #2
 - Edit #3 to say: Seek funding to construct the Large Vessel Haul-out and Repair Facility
 - Remove #4 since an overslope development plan exists
 - Leave #5 on there
 - Add: Promote and support the new Large Vessel Port Expansion Project (was #2 in long term)
- Long Term Goals:
 - Remove #1 (became new mid-term goal)
 - Move #2 to mid-term goals

- Add: Work with Federal and State agencies to develop long-term erosion control measures for the Spit

ULMER/SIEKANIEC MOVED TO ACCEPT THE NEW STRATEGIC PLAN.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Deputy City Clerk Tussey commented that she would include their revised 2021-2022 Strategic Plan in their next meeting's informational materials.

Chair Zimmerman asked if anyone was interested in making amendments to their bylaws. Ms. Tussey noted that there were two suggested bylaw amendments from staff to address the issues of their scheduled December regular meeting and removing the sections referencing outdated calendar topics. The commission agreed to discuss bylaw amendments at their May regular meeting.

INFORMATIONAL MATERIALS

- A. Port & Harbor Monthly Statistical Report for March 2021
- B. Water/Sewer Bills Report for March 2021
- C. Crane & Ice Report
- D. Dock Activity Reports
- E. PHC 2021 Meeting Calendar

Commissioner Erickson pointed out the increase in pollution incidents in the harbor statistics. Port Director Hawkins commented that there isn't any particular reason for the increase; Harbor Officers will find them out on their patrols and mark them down, just bad luck that there were so many.

Deputy City Clerk Tussey commented that commissioners' name have been added to their meeting calendar under the City Council meeting they are assigned to give a PHC report to, with Commissioner Erickson reporting the commission's April business at the May 10th Council meeting. She reminded the commissioners that they are always welcome to email a written report to the City Clerk if they're unable to show up to give a verbal report, although in-person is ideal.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Port Director Hawkins commented that personal watercraft is coming back to the PHC. A resolution was referred back to the commission from City Council regarding the speed limit, no wake speed, and personal watercraft use. It will be on their May meeting agenda. Commissioner Matthews requested a map of the harbor be included with their packet materials.

Deputy City Clerk Tussey thanked the commission for a great meeting. She commented that Student Representative Engebretsen was not able to make the meeting due to scheduling conflicts and that this would have been her last meeting since her term will expire May 18th when she graduates. Ms. Tussey asked the commission to keep a look out for any Homer-area high school students that would be interested in applying for the vacant student representative seat.

COMMENTS OF THE CITY COUNCILMEMBER

COMMENTS OF THE CHAIR

Chair Zimmerman thanked the commission for a very engaging meeting, noting there were some really good ideas, and that they will continue working on all of it. He liked to see things moving along.

COMMENTS OF THE COMMISSION

Commissioner Siekaniec thanked everyone for a good meeting.

Commissioner Zeiset thanked Chair Zimmerman for keeping them on track.

Commissioner Matthews commented that last week's Winter King Salmon Tournament was wildly successful. She thanked the Port and Harbor staff for their assistance in making it a sell-out year with record-level participation. She also noted that the Shorebird Festival is coming up and the Chamber of Commerce has been in discussions with Governor Dunleavy's office regarding cruise ships in Alaska.

Commissioner Ulmer thanked Harbor Staff for their hard work in keeping the order during the Winter King Salmon Tournament.

Commissioner Erickson commented that it was good to see all of them and looks forward to in-person meetings again. There was brief discussion on the status of the Cowles Council Chambers, and when they could expect to hold meetings in there again.

ADJOURNMENT

There being no further business to come before the Commission the meeting adjourned at 7:28 p.m. The next regular meeting is scheduled for Wednesday, May 26, 2021 at 6:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom Webinar.

RACHEL TUSSEY, CMC, DEPUTY CITY CLERK I

Approved: _____



MAY 2021 PORT & HARBOR STAFF REPORT

1. Administration

Staff met with:

- Alaska Association of Harbormasters and Port Administrators(AAHPA) Staff members- Re: preparation for AAHPA's upcoming Senate Transportation Ports Overview meeting
- University of Anchorage Alaska and Arctic Domain Awareness Center- Re: Maritime communication needs and connectivity analysis
- Fortune Sea Marine- Re: Large vessel repair yard vessel haul out planning
- Burt Gregory, Ice Plant Manager and Amy Woodruff, Billing Supervisor- Re: Cold storage and bait locker use
- Rob Dumouchel, City Manager and other Dept. Head staff- leadership team/dept. head meetings
- EOC City staff and associated agencies(video conference)- Regarding continued COVID-19 planning
- Tenant of Boat Slip S 36- Re: cleat placement
- Andrew Deloose, ATS Technician- Re: Annual planned maintenance and inspection of Fish Dock Crane software system.
- Mike McCune, Alaskan Fish Factory- Re: Bi-Annual off site component fish grinder inspection
- Salmon Sister's staff- Re: Bi-Annual off site component fish grinder inspection

2. Operations

Demand for moorage and port & harbor services has peaked during the month of May. Spring mobilization efforts involving the commercial fishing fleet, sport fishing charters, marine tour & taxi vessels, and seasonal businesses operating in the uplands is driving competition for space and access. There are currently over 700 vessels moored in the small boat harbor and the operations staff has focused our efforts in consolidating vessels in transient mooring locations supporting maximum efficient use of the harbor.

Harbor assistants Foster and Briley commenced seasonal employment on April 15th.

The Homer Winter King Salmon Tournament was conducted on April 17th. There were approximately 400 vessels and 1,600 anglers that participated in the tournament. The derby event headquarters was located on Freight Dock Road in the vicinity of the deep water dock staging area. Operations and administrative staff worked closely with the Homer Chamber of Commerce during event planning and preparation. There were no reports of vessel/vehicle accidents, EMS calls, vessels tows, sinking/flooding vessels, theft or vandalism associated with the event.

On May 1st, operations staff re-organized our hours of coverage to include a swing support shift. Over the next four months, a harbor officer will assist in providing double coverage Thursday through Sunday from the hours of 5:00 pm to 3:00 am.

The new emergency medical inbound vessel loading zone located on JJ float, below ramp 7, was implemented on May 7th following unanimous consent involving the port & harbor, police, and fire departments. Public

awareness efforts include a large, highly visible sign posted at this location, flashing strobe lights that can be activated during an event, and unique red & blue paint striping along the side of the float system. Operations staff distributed over 70 notices to commercial passenger vessel operators in the harbor describing this new feature.

Potable water on the float systems and the fish cleaning tables was activated May 7th. Harbor assistants have commenced daily cleaning and servicing of the tables and fish carcass trailers.

Parking enforcement officers Focht and Ochoa commenced seasonal employment on May 11th. To date their efforts include long-term parking and permitting compliance, organization of seasonal delineation and access into parking lots, signage addition and replacement, modifications to the Boathouse Pavilion and Seafarer's Memorial parking lots and relocation of the KPB recycling station.

The following vessels conducted landings at the P/D and D/W/D: Bob Franco, Perseverance, Endeavor, Norseman II, Zolotoi, Pacific Wolf & DBL54, Steadfast, Gretta S Akpik, Ari Cruz & Atlas 205, Kennicott, and Tustumena.

3. Ice Plant

Good weather and small tides have finally brought a modest increase in Halibut and Black Cod deliveries to the Homer Fish Dock. Investments fishermen have made into long-line pot fishing seem to have worked, as 30% of the Central Gulf Sable Fish quota has already been landed while only 25% of the 3A Halibut quota has been caught. In addition to the daily duties of making and selling ice, managing the Bait Room, issuing crane permits, and cleaning the dock, Ice Plant personnel have:

- Finished water line repairs
- Adjusted the thermostat on Evaporator #1 to prevent excessive frost formation
- Replaced worn cables on cranes 2 & 5
- Collaborated with Maintenance to re-weld a broken tab on a Crane 7 cylinder pin
- Completed annual crane maintenance and scheduled the inspection
- Assisted the ATS Technician on his annual Card Reader Preventative Maintenance program
- Discovered that while our compressor wiring exceeds modern standards, the connectors used 40 years ago are now considered deficient. This discovery was made when a connector on the B – 3 power lead melted. Repairs to B – 3 wiring are underway and plans to upgrade the rest of the compressor wiring have been added to our winter maintenance program
- Plan to extend operating hours to 8pm on June 7th

4. Port Maintenance

From mid-April to mid-May, Port Maintenance was busy with the following:

- De-winterizing restrooms and Lagoon RV dump station
- Installing Fish Cleaning Tables
- Prepping for the Winter King Derby
- Installing bird deterrents on Deep Water Dock
- Turning on Harbor potable water
- Installed EMS patient retrieval anchor on Ramp 7
- Assisted Operations launch the No Wake Buoy
- Welcomed new Temp. Maintenance Tech Cole Jacobson

**Homer Marine Trades Association
Regular Meeting Minutes
May 5, 2021
NOMAR**

The meeting was called to order by President Mark Zieset at 6:12 p.m.

Directors Present: Mark Zieset, Jen Hakala, Kate Mitchell, Cinda Martin, Matt Alward, Aaron Fleenor and Bruce Friend. Josh Hankin-Foley and Eric Engebretsen were absent/excused.

Guests Present: Bryan Hawkins, Homer Harbormaster; Amber Fleenor and Astrid Friend.

Approval of Agenda: Motion by Matt Alward to approve the Agenda as presented 2nd and carried.

Approval of April 7, 2021 meeting minutes: Motion by Matt Alward to approve the minutes as written, 2nd and carried.

Guest Presentations: Bryan reported that they Sport Shed has sold; haul out yard is full with the North Pacific and the Storm Bird and the commercial float is overloaded. Waiting for authorization and funding on the harbor expansion pending the approval of the Fed Budget. The City is working on their fiscal two-year 22/23 budget (fiscal year changed to July 1 – June 30).

Treasurer's Report: Jen Hakala presented her report, attached for the record. Wells Fargo Check Account Balance \$15,921; A/R \$3,350; and A/P \$170 for PO Box rent and \$3,937.50 Fish Expo Booth.

Committee Reports:

- Advertising – Mark reported that the committee met with Grady and reviewed the progress of the website, he is looking for additional content. The radio ad is currently playing in Homer throughout May. Kate reported that 30 – 30 second radio spots on the Anchorage radio station KAHR have been purchased for the month of May. For an extra \$100, the station will double the time (30 – 60 second spots per month). Kate would like to offer 30 seconds of the radio spots to members in order to recoup the cost of the HMTA portion of the radio ad throughout the summer months.
- Scholarship – Cinda reported that we received one application from Owen Glasman who is attending Cal Maritime. He has fished Bristol Bay the past 3 summers and has taken certification courses toward his Mariner Credentials. Motion by Cinda Martin to award Owen a \$2,000 Scholarship; \$1,000 to come from the budget, \$834 to come from the unused CARES grant funds and the balance from general operating. Motion 2nd and carried.

Old Business:

- Radio Ad: Motion by Kate Mitchell to purchase the 30 – 60 second spots throughout May, June, July, August @ \$400 total. There are 30 – 30 second spots each month available for member ads. 2nd and Motion carried. Motion by Bruce Friend to charge members \$15 per 30 second spot, 2nd and carried.

New Business:

- July 4th Theme – Kate reported that the them of this year's parade is "Whatever Floats Your Boat." She would like to see Marine Trades participate in some manner. The wooden boat for

“Back to the Bay” will be in the parade and may be parked in the NOMAR parking lot for viewing.

- Board dinner – Motion by Cinda Martin to cover the cost of dinner this evening for attending board members, 2nd and carried.

Next Meeting: Wednesday, June 9th at 6:00 pm at NOMAR

Adjourn: There being no further business to come before the board of directors, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,

Cinda Martin
HMTA Secretary



Memorandum

TO: PORT AND HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 14, 2021
SUBJECT: SPIT PARKING PLAN UPDATE & KIOSK RESEARCH

At the PHC's April meeting, Spit Parking was discussed as part of a larger conversation on identifying other revenue sources and it was requested to have it on the May meeting agenda. The commission also asked Staff for an update on the Spit Parking Study and to research options on what it might cost to purchase more parking kiosks and to implement a plan to turn the first row of parking next to the bike trail into "pay to park" spaces in the parking lots from Ramp 3 to the Hook (Ramp 5). Results of staff research are provided below.

Parking Study Update

Staff met with Stephanie Mormilo with HDL to discuss the scope of work for the Spit parking plan. Stephanie's background in the area includes having been the lead traffic and parking engineer for the Municipality of Anchorage for 9 years before moving over to HDL. Stephanie was kind enough to provide a scoping outline after our kick-off meeting (see attached).

Kiosk and Cost Estimate Results

Staff contacted T2 on the availability of additional parking kiosk and learned that there would be an eight week lead time for delivery. Staff also discussed needs for us to implement fee pay along the bike trail from Ramp 3 to the Hook. Having mixed use in the same lots would be very confusing for the users. Addressing that:

#1) To be successful, we would need to have parking enforcement focusing on those areas every morning to answer questions until customers catch on to the new program.

#2) Signage intervals would have to be decreased from 90 ft. spacing to, at a minimum, 30 ft. spacing. To install signage that holds up to Spit conditions requires installing 400 pound concrete bases into a shallow hole. Also not to belabor the subject of signposts, but because our utilities run down the trail we have to have a utilities locate done for every hole we put in and then proceed with caution. All signage would have to be upgraded to the new plan and, because we would be creating a Fee Pay row in the otherwise free for seven day lot, we would also need to add signage in the free parking areas of those lots as well.

Cost estimate for new Pay to Park signage and sign base installation from Ramp 3 to the Hook	\$12,000
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Cost estimate to sign Ramp 3 to the Hook for 7 day parking (center of the lots are not currently signed)	\$10,000
Cost estimate for four new T2 kiosk machines (this does NOT include I.T. and staff time needed for building and installing bases for pedestals)	\$45,000
TOTAL Minimum rough estimate:	\$67,000.00 in infrastructure investment; at least 13,400 parking spaces sold to get back to zero

Staff Recommendation for Ramp 3 to the Hook walking trail fee parking:

After researching the costs and staff time needed to implement this proposal I do not recommend attempting to implement this change given the amount of labor necessary to install the improvements, availability of kiosks and the costs associated with implementing the change. I recommend having HDR focus on these areas in the study so that we are able to incorporate the improvements into a parking master plan.

Two suggested alternatives:

#1) Evaluate any recommendations resulting from HDR's study for possible investment and implementation next season. This alternative holds potential to maximize investment and efficiency, as well as provide a smoother roll out for customers.

#2) What can we do right now? Turn the Boat House Pavilion parking lot into Pay to Park. Staff completed a sign post install two years ago in that lot so all that would be required to make the switch is to swap the signage out with pay to park day use signs on the existing posts, and add Pay to Park signage at the entrance and exits. We currently have kiosks at Ramp 1 and 2 which should provide enough service for that area, but Staff is recommending that we move Ramp 2 kiosk to a location between the Pavilion and Ramp 2 lots so that it is more central for use. Staff estimates that we will add 70 Pay to Park spaces with this change.

Cost estimate to change the Boat House Pavilion parking lot signage over to Pay to Park signage	\$3,000
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Recommendation

For review and discussion. Any direction to staff should be made in the form of a motion.

Attached Memo from HDR Engineering Re: Homer Spit Parking Study Scope
Homer Spit Parking Map

MEMORANDUM

DATE: May 18, 2021

TO: Bryan Hawkins, Port Director/Harbormaster
Janette Keiser, PE, Director of Public Works, City of Homer

FROM: Stephanie Mormilo, PE
Senior Civil Engineer, HDL Engineering Consultants, LLC

RE: Homer Spit Parking Study Scope

CIVIL
ENGINEERING

GEOTECHNICAL
ENGINEERING

TRANSPORTATION
ENGINEERING

ENVIRONMENTAL
SERVICES

PLANNING

SURVEYING
& MAPPING

CONSTRUCTION
ADMINISTRATION

MATERIAL
TESTING

REAL ESTATE
SERVICES

Issue: On Wednesday, May 12, 2021, representatives from the City of Homer Public Works and Port & Harbor Departments met with HDL Engineering Consultants, LLC (HDL) to discuss the goals of increasing available parking on the Homer Spit with the primary focus on increasing revenue during the peak season of Memorial Day to Labor Day. The purpose of this Memorandum is to summarize the scope of HDL's coming work.

Background: Historically, parking was free and largely unmanaged on the Spit. In the 2000's, to help better manage the limited asset of parking, specifically during the peak season, time limits (an underlying limit of 7 days) and fees were implemented. Over the years, a variety of improvements have been made on the Spit including: paving of parking at Ramps 1 thru 4, improved signage, barriers along roadway to restrict access to beach areas where parking is prohibited, etc. However, the Port & Harbor Commission recognizes that additional improvements are necessary to better manage the increasing seasonal demand and generate revenue.

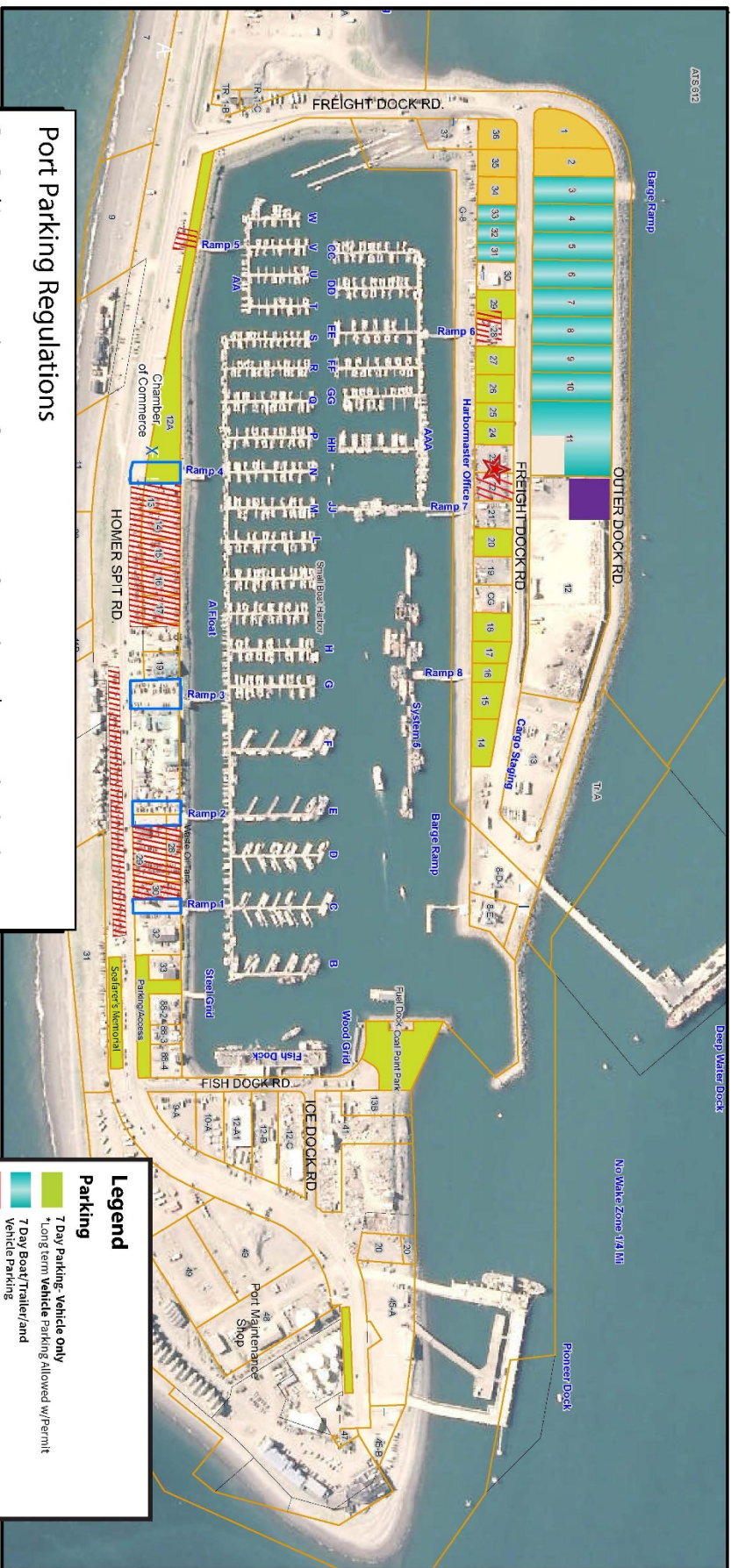
HDL's Scope of Work: HDL has been tasked with (1) identifying improvements that would increase the amount of available parking, (2) provide planning level cost estimates for those improvements and (3) making recommendations for revenue generation. Alternatives being considered include:

- Making construction improvements;
 - Charging fees in parking areas, which are currently free;
 - Modifying the current parking fees; and
 - Implementing new parking technologies.
- a. Construction improvements will focus on maximizing the existing space available on the Spit. Estimated annual maintenance costs will be provided to help evaluate total impacts associated with these improvements. Examples of construction improvements include:
- Delineating spaces on unpaved lots, using signage to increase capacity;
 - Paving and striping parking areas;
 - Redesigning or removing existing ditch systems to increase the size/capacity of existing lots, and
 - Working with the City to evaluate the volume of parking that could be available if existing uses were relocated.

- b. HDL will evaluate the ability to implement fees in areas that are currently free. Many of the existing parking areas are entirely or partially within the right-of-way (ROW) owned and operated by the State of Alaska Department of Transportation and Public Facilities (DOT&PF). To begin charging for this parking requires consultation with DOT&PF and possibly with the Federal Highway Administration. As needed, HDL will provide any requested information and engineering data to support the City in those consultations.
- c. HDL will evaluate the current parking fee structure, as compared to other ports and harbors in Alaska, and recommend adjustments.
- d. HDL will review and make recommendations on available parking technologies that could help better manage/enforce the paid parking areas.

Final Deliverable: The final deliverable will be a summary of recommended parking improvements, estimated costs of those improvements, and a prioritization plan with a focus on increasing revenues to help fund future improvements.

City of Homer Port & Harbor Facilities Vehicle Parking



Port Parking Regulations

Day Parking: Space at the tops of Ramps 1-4 are fee parking. \$5 per calendar day Memorial Day through Labor Day

7 Day Parking: No parking over 7 consecutive, 24 hour days

Long Term Vehicle Parking: Over 7 consecutive, 24 hour days. By permit only, see Harbormaster.

Long Term Boat Trailer Parking: By permit only, see Harbormaster. Lot located across street From Harbormaster's office.

Legend	
Parking	
	7 Day Parking, Vehicle Only
	*Long term Vehicle Parking Allowed w/Permit
	7 Day Boat/Trailer/and Vehicle Parking
	Long Term Trailer Parking
	No Parking Over 7 Days
	Day Parking ONLY, vehicle with attached trailer ONLY
	Day Parking \$5



City of Homer

www.cityofhomer-ak.gov

Port and Harbor

4311 Freight Dock Road

Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Annual / Monthly / Weekly Long Term Vehicle Parking Passes

Long term means vehicles that are parked anywhere in the port facility (excluding leased lots) in excess of seven consecutive 24 hour days. Annual and monthly passes are available for vehicles under 20'. Monthly passes are available for vehicles over 20' and are required to use the Seafarer's Memorial parking area.

- Regular annual price: **\$200.00**
- Discounted annual price for vessel owners with reserved stall or pay transient annual moorage: **\$100.00**
- Monthly pass for vehicles less than 20': **\$70.00**
- Monthly pass for vehicles over 20': **\$85.00**
- Annual passes are valid January 1 to December 31 of the year being used. Monthly passes are 30 consecutive days.
- Weekly pass: \$25 vehicles less than 20'
- Weekly pass: \$30 vehicles over 20'
- [Restricted long-term parking areas from May 1 to October 1 – See map on other side for designated seasonal restricted areas.](#)
- Passes are purchased at the Harbormaster's Office. A rearview mirror hanger will be issued.
- Two (2) vehicles (must have license #s) can be registered under one (1) permit. Permit may only be used in one vehicle at a time (only one hanger issued).

Seasonal Fee-Pay Vehicle Parking Lot Pass

During the summer, the paved ramp access parking areas become PAID parking lots. For individuals that frequently use these areas, a fee-pay parking pass, good for the season, can be purchased in lieu of paying \$5.00 each day.

- Pass price: **\$250.00**
- Passes are valid Memorial Day to Labor Day.
- Park in the paved Paid Parking Areas above Ramps 1, 2, 3, and 4.
- Only vehicles less than 20' allowed.
- Passes are purchased at the Harbormaster's Office. A rearview mirror hanger will be issued.
- Two (2) vehicles (must have license #s) can be registered under one (1) permit. Permit may only be used in one vehicle at a time (only one hanger issued).
- [No long term parking allowed in these parking areas May 1 through October 1.](#)

Monthly Boat Trailer Parking (No Boats on Trailers)

- For boat trailers parked for more than 7 consecutive days
- \$7/per foot per month
- Passes are purchased at the Harbormaster's Office. A numbered plastic tag will be issued.
- Paid Boat Trailer parking located across Freight Dock Road from the Harbormaster's Office



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(f) 907-235-3152

Memorandum

TO: PORT AND HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 14, 2021
SUBJECT: 2022-23 BUDGET & COMMODITY (MOORAGE) RATE INCREASE

A continuation of the City/Port and Harbor budget discussion was requested to be added to the May agenda. General areas of discussion from last meeting included considering a possible change or increase made to the commodity rate. Information was requested from staff on what that might look like.

Below are the YTD Actuals for 2020 in the account categories for Transient daily, monthly, semi-annual, and annual moorage, as well as our reserved stalls. We have used these numbers as a **base line example only**, applying the 3.2% current commodity rate and the proposed increase to 4% to show what it might look like over a 2 year period. ***These are NOT actual predicted revenues**, as 2021 is completely unaccounted for in this example and other factors such as CPI, etc. reflect in our actual rates. This is a reflective example of one isolated change*

ACCOUNTS	YTD ACTUAL 2020	YEAR 1		YEAR 2		Difference by Year 2
		3.2%	4%	3.2%	4%	
Berth Transient Monthly	\$587,406.38	\$606,203.38	\$610,902.64	\$625,601.89	\$635,338.74	\$9,736.85
Berth Transient Semi-Annual	\$127,455.97	\$131,534.56	\$132,554.21	\$135,743.67	\$137,856.38	\$2,112.71
Berth Transient Annual	\$271,276.70	\$279,957.55	\$282,127.77	\$288,916.20	\$293,412.88	\$4,496.68
Berth Transient Daily	\$126,017.82	\$130,050.39	\$131,058.53	\$134,212.00	\$136,300.87	\$2,088.87
Berth Reserved	\$1,490,223.14	\$1,537,910.28	\$1,549,832.07	\$1,587,123.41	\$1,611,825.35	\$24,701.94

Using these numbers as an example, the difference between 3.2% vs 4% across a 2 year span would be an approx. \$43,000 increase to moorage revenue. City Council's budget review timeline is attached for general information and in case any commissioner wishes to attend or comment at the meetings.

Recommendation

For review and discussion; make a motion recommending to City Council to amend the 2022-2023 Budget and Port of Homer Tariff No. 1 with the commission's proposed changes.

Attached: 2022-2023 Budget Review Schedule for City Council

City of Homer

Proposed Budget Development Schedule for FY 2022 & 2023

Dates	Time	Event
2/8/2021	6:00 PM	Budget Development Schedule approved by Council
2/22/2021		Submit to departments, budget work sheets including salary and fringe benefit costs
	5:00 PM	Committee of the Whole, Council to discuss budget priorities for the coming year
	6:00 PM	Regular Meeting, Public Hearing - public input on budget priorities for the coming year
3/8/2021	5:00 PM	During Committee of the Whole, Council to discuss Revenue Sources for General Fund
3/29/2021		Departmental Draft Budget and narratives to Finance
4/12/2021		Compile data and return copy to departments for review
4/12 - 4/23/2021	Weeks Of	City Manager - Budget Review with Finance Director and Department Heads
4/26/2021		Preliminary budget assumptions to Council.
5/10/2021		City Manager's Budget (Proposed Budget) to Council
	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
5/24/2021	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - to introduce Budget Ordinance and Fee/Tariff Resolutions
6/14/2021	5:00 PM	Committee of the Whole, Council to discuss budget
	6:00 PM	Regular Meeting - Public Hearing
6/28/2021	6:00 PM	Regular Meeting - Public Hearing & FY 2022/23 Budget Adoption



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: PORT AND HARBOR ADVISORY COMMISSION

FROM: RACHEL TUSSEY, CMC, DEPUTY CITY CLERK

DATE: MAY 19, 2021

SUBJECT: ANNUAL REVIEW OF PHC POLICIES/BYLAWS

Per the PHC's bylaws, every year at the April meeting the commission reviews their strategic plan/goals for the upcoming year and their policies, rules, and regulations (bylaws).

Recommended Action: Review the bylaws and my comments below. Make any recommended amendments by way of motion. If action is taken, make a motion **to hold a final reading on the Proposed Port and Harbor Advisory Commission Bylaw Amendments at the next regular meeting.**

Policy/Bylaw Review

As explained in the current edition of Robert's Rules of Order, bylaws are rules established by an organization to regulate itself. They prescribe how the group functions, and include rules that are so important that they can't be changed unless the members get previous notice of a proposed change, and a large majority (commonly 2/3rd) vote is required to enact any changes. Bylaws cannot be suspended, even by a unanimous vote. In the case of the City advisory bodies, it goes one step further and bylaw amendments have to be approved by City Council. Bylaws require two commission meetings before they go to Council, and then are adopted by resolution.

The Bylaws should include only fundamental rules governing the commission, some of which are established by Homer City Code (such as the commission's purpose). Information that is likely to change frequently should not be included. These are better suited for documents related to worklists, strategic planning documents, meeting calendars, etc.

During this annual review, please consider the following areas that may need revising:

- *"Article V. Sec 1. Regular meetings shall be open to the public and held on the fourth Wednesday of the following months: January, February, March, April, September, October, and December at 5:00 p.m..."*
 - The commission has previously discussed changing their December meeting to always land on the second Wednesday, instead of the fourth Wednesday.
- *"Article V. Sec 2. The review of the Strategic Plan and the commission's policies, rules and regulation shall be held at the regular meeting in April of each year." and "Article V. Sec 3. June of each year shall be*

designated as Budget Month; the budget shall be reviewed at every regular meeting in June to assist the Port Director/Harbormaster in preparation and presentation of budget requests to City Council.”

- These two sections should be removed as they are likely to change (e.g. the budget review is now in March). The PHC meeting calendar is a more appropriate document to track these kind of tasks and could be reviewed annually at the end of the year when the commission approves their upcoming meeting schedule.

CITY OF HOMER PORT & HARBOR ADVISORY COMMISSION BYLAWS

ARTICLE I – NAME AND AUTHORIZATION

This organization shall be called the Port and Harbor Advisory Commission, established via Ordinance 73-1, existing by virtue of the provisions of Chapter 2.64 of the Homer Municipal Code, and exercising the powers and authority and assuming the responsibilities delegated under said Code. The following bylaws were adopted on March 11, 2019 and shall be in effect and govern the procedures of the Port and Harbor Advisory Commission.

ARTICLE II – PURPOSE

Section 1. Act in an advisory capacity to the City Manager and the City Council on the problems and development of the City port and harbor facilities. Consideration may include the physical facilities, possible future development and recommendations on land use within the port and harbor areas.

Section 2. Direct recommendations regarding the operation and maintenance of the facilities to the City Manager via memorandum from the Port and Harbor Advisory Commission.

Section 3. Consider any specific proposal, problem or project as directed by the City Council and any report or recommendations thereon shall be made directly to the Council, unless otherwise directed by the Council.

ARTICLE III – MEMBERS

Section 1. The Commission shall consist of seven members comprised of at least five (5) members that reside inside city limits. Members shall be nominated by the Mayor and confirmed by City Council to serve for three-year terms to expire on February 1st of designated years.

Section 2. One City Council member and one Homer area high school Student Representative may be appointed by the Mayor, subject to confirmation by the City Council, as consulting, non-voting members.

Section 3. The Mayor, City Manager, and Port Director/Harbormaster may serve as non-voting, consulting members of the Commission.

Section 4. A commission appointment is vacated under the following conditions and upon the declaration of vacancy by the Commission. The Commission shall declare a vacancy when the person appointed:

- Fails to qualify to take office within 30 days after their appointment;
- Resigns and the resignation is accepted;
- Is physically or mentally unable to perform the duties of their office;
- Misses two (2) consecutive regular meetings unless excused;
- Is convicted of a felony.

ARTICLE IV – OFFICERS

Section 1. A Chairperson and Vice-Chairperson shall be elected from among the appointed commissioners at the regular February meeting of the Commission.

Section 2. Officers shall serve a term of one year from the February meeting at which they are elected, and until their successors are duly elected. Officers may be re-elected in subsequent years.

Section 3. The Chairperson shall preside at all meetings of the Commission, authorize calls for any special meetings, execute all documents authorized by the Commission, serve as ex officio/voting member of all committees, and generally perform all duties associated with that office.

Section 4. In the event of the absence, or disability of the Chairperson, the Vice-Chairperson shall assume and perform the duties of the Chair. If both the Chairperson and Vice-Chairperson are absent, and a quorum of four members are present, the senior member shall assume and perform the duties and functions of the Chair.

ARTICLE V – MEETINGS

Section 1. Regular meetings shall be open to the public and held on the fourth Wednesday of the following months: January, February, March, April, September, October, and December at 5:00 p.m.; and May, June, July, and August at 6:00 p.m. in the designated location and shall be posted for public information as required by Homer City Code and Alaska State Statutes.

Section 2. The review of the Strategic Plan and the commission’s policies, rules and regulation shall be held at the regular meeting in April of each year.

Section 3. June of each year shall be designated as Budget Month; the budget shall be reviewed at every regular meeting in June to assist the Port Director/Harbormaster in preparation and presentation of budget requests to City Council.

Section 4. Meeting agenda deadline is at 5:00 p.m. the Wednesday preceding the meeting. Allowances will be made for holidays.

Section 5. The order of business for the regular meetings shall include, but not be limited to, the following items, which shall be covered in the sequence shown, as far as circumstances permit. Agenda shall be posted for public information as required by Homer City Code and Alaska State Statutes.

NAME OF BODY

DATE OF MEETING

PHYSICAL LOCATION OF MEETING

DAY OF WEEK AND TIME OF MEETING

HOMER, ALASKA

MEETING ROOM

NOTICE OF MEETING

REGULAR MEETING AGENDA

1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA. (3 MINUTE TIME LIMIT)

4. RECONSIDERATION

5. APPROVAL OF MINUTES or CONSENT AGENDA

6. VISITORS (Chair set time limit not to exceed 20 minutes) (Public may not comment on the visitor or the visitor's topic until audience comments.) No action may be taken at this time.
7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS (Chair set time limit not to exceed 5 minutes.)
8. PUBLIC HEARING (3 MINUTE TIME LIMIT)
9. PLAT CONSIDERATION (Planning Commission only)
10. PENDING BUSINESS or COMMISSION BUSINESS
11. NEW BUSINESS or COMMISSION BUSINESS
12. INFORMATIONAL MATERIALS (NO ACTION MAY BE TAKEN ON THESE MATTERS, THEY MAY BE DISCUSSED ONLY).
13. COMMENTS OF THE AUDIENCE (3 MINUTE TIME LIMIT)
14. COMMENTS OF THE CITY STAFF (not required) (Staff report may be at this time in the agenda.)
15. COMMENTS OF THE COUNCILMEMBER (If one is assigned)
16. COMMENTS OF THE CHAIR (May be combined with COMMENTS OF THE COMMISSION/BOARD since the Chair is a member of the Commission/Board.)
17. COMMENTS OF THE COMMISSION
18. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR _____ note any worksessions, special meetings, committee meetings etc. All meetings scheduled to be held in the Homer City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. (Sometimes the meeting is scheduled for the Conference Room)

Contact info for the department constructing the agenda. Example: City Clerk's Office, clerk@ci.homer.ak.us, 235-3130.

Section 6. Per Resolution of the City Council (Resolution 06-115(A)), Public Testimony shall normally be limited to three minutes per person. Exceptions may be provided for at the Chair's discretion or by a majority vote of the board members in attendance.

Section 7. Special meetings and Worksessions may be called by the Port Director/Harbormaster, Chair, or a majority of the Commission. Worksessions do not require a quorum, however, no action may be taken at a worksession; items on the agenda are for discussion only. Notice of such meetings shall be posted in the same manner as that for regular meetings.

Section 8. A quorum for the transaction of business at any meeting shall consist of four members. For purposes of determining the existence of a quorum, honorary members shall not be counted.

Section 9. Four affirmative votes are required to approve any action before the Commission and shall constitute the meaning of "majority vote". The Chairperson may vote upon, and may move or second a proposal before the Commission.

Section 10. Recorded minutes shall be made available by the City Clerk's Office to the Commission prior to the next meeting and a record of all voting will be included in the minutes of each meeting. Minutes shall be available to the public as required by Homer City Code and Alaska State Statutes.

Section 11. The Commission shall abide by existing Alaska State Law, Borough Code of Ordinance, where applicable, and Homer City Code, as well as Robert's Rules of Order, current edition, in so far as this treatise is consistent with Homer City Code.

ARTICLE VI – COMMITTEES

Section 1. Committees of one or more members for such specific purposes as the business of the Commission will only become active upon approval of Council. A memorandum and resolution will go before Council outlining the reason, tasks assigned and termination date. Committees shall be considered to be discharged upon completion of the purpose for which it was appointed, and after its final report is made to and approved by the Commission.

Section 2. All committees shall make a progress report to the Commission at each of its meetings.

ARTICLE VII – BYLAW AMENDMENTS

Section 1. The Bylaws may be amended at any meeting of the Commission by a majority plus one of the members, provided that notice of said proposed amendment is given to each member in writing. The proposed amendment shall be introduced at one meeting and action shall be taken at the next Commission meeting.

Section 2. Any rule or resolution of the Commission, whether contained in these Bylaws or otherwise, may be suspended temporarily in connection with business at hand; and such suspension to be valid; may be taken only at a meeting at which at least four of the members of the Commission shall be present, and two-thirds of those present shall so approve.

ARTICLE VIII – TELECONFERENCING

Section 1. Teleconference meetings:

- a. The preferred procedure for a Commission meeting is that all members be physically present at the designated time and location for the meeting. However, physical presence may be waived and a member may participate in a meeting by Teleconference. This allowance is limited to two (2) meetings per year.
- b. There must be a quorum of members physically present in addition to the telephonic member.
- c. A Commissioner participating by teleconference shall be deemed to be present at the meeting for all purposes.
- d. In the event the Chair participates telephonically, the Vice-Chair shall run the meeting.

Section 2. Teleconference procedures:

- a. A Commissioner who cannot be physically present for a regularly scheduled meeting shall notify the Clerk at least five days prior to the scheduled meeting time of their intent to appear telephonically.
- b. The Clerk shall notify the other Commissioners of the Commissioner's intent to appear by teleconference three days prior to the scheduled meeting time.
- c. The means used to facilitate a teleconference meeting must enable each Commissioner appearing telephonically to clearly hear, and be heard by, all other Commissioners, and members of the public. The Clerk shall note in the attendance record all Commissioners appearing telephonically.



Memorandum

TO: PORT AND HARBOR ADVISORY COMMISSION
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 19, 2021
SUBJECT: ORDINANCE 21-26 NO WAKE ZONE

City Council introduced Ordinance 21-26 at their April 26, 2021 meeting; see accompanying memo and draft ordinance from Councilmember Lord for details.

During the course of discussion, Council made a motion to bring the proposed ordinance of the new No Wake Zone to the public commissions for review and recommendations. An excerpt of the meeting minutes from the April 26th meeting is included below for reference regarding that request.

a. Ordinance 21-26, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 10.08.210 Vessel Speed Limits, Renaming the Section, Extending the No Wake Zone throughout City Tidelands, and Closing Louie's Lagoon and the Entrance to Beluga Slough to Motorized Vessels and Amending the FY21 Operating Budget to Authorize Expenditure of up to \$2,000 for Motorized Vessel Regulation Changes. Lord. Introduction April 26, 2021 Public Hearing and Second Reading May 10, 2021

Memorandum 21-070 from Councilmember Lord as backup

LORD/VENUTI MOVED TO INTRODUCE ORDINANCE 21-26 BY READING OF TITLE ONLY, REFER IT TO THE PORT AND HARBOR ADVISORY COMMISSION AND PLANNING COMMISSION, AND COMING BACK TO COUNCIL FOR PUBLIC HEARING AND SECOND READING ON JUNE 28, 2021.

Councilmember Lord noted the memo accompanying this is the tendrils that she wanted to make sure were captured, if there are other questions councilmembers have, it will be good to bring them up for the Commissions to work through.

Councilmember Aderhold likes the memo and agrees requiring everyone to slow down in those areas is good for a lot of reasons, not just because of personal watercraft. Good point was raised regarding the rocks that are just under the water in some areas that could be very dangerous if they're hit at a high rate of speed. The difficulty is in the enforcement and identifying the tidelands. She noted the importance of making sure that vessels can still get to the Northern Enterprise lift and other legal use of the tidelands. In addition to the areas listed she feels it's important to consider the slough behind Mariner Park and the area of Mud Bay that's closest to the shore, the triangle established by the spit and shoreline. She agrees with having the Commissions look at this and also attorney assessment will be important.

Councilmember Evensen thanked the City Manager for his approach to the topic in general and the City Attorney for the research he's already done. He supports Commission review, and proposed that it also be referred to Parks Art Recreation and Culture Advisory Commission (PARCAC). He added support for consideration of general inclusivity of areas including Mariner Slough, Fishing Hole, and Mud Bay. Mud Bay is easily identified at high tide by the ADF&G markers and low tide represents the greatest tideland the city owns. Also the potential for legitimate use of the tideland and a permit process for that activity could be considered. Lastly he added identifying all the user groups for these area, and the concept establishing the tidelands as a special use area and defining what that means.

Councilmember Venuti agrees with consideration of raising the \$2000 to ensure adequate and effective signage.

Councilmember Lord acknowledge the idea of further consideration of the dollar amount. She feels this needs to get refined to what the proposed regulation is going to be, going through the process with the Commissions and public outreach, then what it looks like and what it will cost will evolve.

ADERHOLD/EVENSEN MOVED TO AMEND TO ADD PARCAC TO THE LIST OF COMMISSIONS THIS WILL GO TO.

There was no discussion.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was no further discussion on the main motion as amended.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Some questions that have been posed by Council, City Staff, and others:

- 1) **Public outreach:** How would these areas be delineated and how would people be informed? Signage? Public information campaign? And if so, what would the cost of that look like?
- 2) **Enforcement:** How and who (which agency or department) would enforce the new No Wake Zone, which would now cover a large portion of the City tidelands throughout Homer and not just in the area of the Spit and Harbor entrance?
- 3) **Commission Support or Non-support for the Ordinance as proposed:** What is the Port and Harbor Advisory Commission's recommendation to Council regarding Ordinance 21-26?

Recommendation

Discuss; make a motion that the PHC is in support/not in support of Ordinance 21-26, and any other recommendations the commission has for City Council.

Attached

Memo 21-070 No Wake Ordinance from Councilmember Lord
Ordinance 21-26 No Wake Zones
Map of City Owned Waterfront Properties



Memorandum 21-070

TO: MAYOR CASTNER AND HOMER CITY COUNCIL

FROM: COUNCILMEMBER LORD

DATE: APRIL 21, 2021

SUBJECT: ORDINANCE 21-26

With new State of Alaska regulations allowing personal watercraft (PWC) in the Kachemak Bay Critical Habitat Area, there are concerns from the community regarding nearshore habitat and nonmotorized recreation protections. Currently, motorized vessels are not commonly operating within City tidelands. These areas may be more attractive to shallow draft PWCs. This ordinance is intended to set boundaries that prioritize and protect habitat and nonmotorized uses of City-owned tidelands.

There are several considerations to consider when discussing this proposal:

- Clarity of boundaries for public education and enforcement. The City tidelands boundary is not readily obvious. We need to be able to communicate the new regulation in a meaningful way. Maintaining buoy markers presents substantial logistical challenges and is likely not the most pragmatic option. This marking system could be reassessed depending on the level of need as we experience PWC use patterns and outreach effort success.
- Restricted/no access areas. Currently these are drafted as Louie's Lagoon and the entrance to Beluga Slough. In consideration of the above concern, consider amending the proposal to have two larger restricted/no access areas and forego the No Wake speeds.
- Beluga Slough itself is owned by a mixture of the U.S. Fish and Wildlife Service and private entities. The City owns tidelands at (or near) the entrance to the slough, and in the far back corner by the sewer treatment plant.
- Is a distance seaward too unclear? i.e. No wake 1,000 feet seaward of the shoreline within all City tidelands where motorized vessels are allowed.
- While the lifting of the PWC prohibition has catalyzed this conversation, this proposal would apply equally to all motorized vessels. Per the AK Dept. of Natural Resources: "PWCs are considered powerboats under state and federal law, and operators must meet the same boat registration and equipment requirements (see Resources) as other powerboats." (Alaska Boater's Handbook, Prince William Sound Supplement)
- Ultimately, public outreach and education will be required to ensure that whatever regulation the City adopts is communicated effectively to the impacted user groups. This should include not only the areas under speed limit/restriction, but also who to call in case of questions or concerns. It could also be used as a great opportunity for some positive information about tidelands, possibly in partnership with KBNERR? There are funds appropriated in the ordinance for introduction, but this should be discussed in terms of an appropriate amount.
- While the City must make substantive efforts towards educating the impacted user groups on regulation changes, it is ultimately the responsibility of the users to know and comply with all applicable local, state, and federal laws. We must make that good faith effort for outreach, but after that "I didn't know" is not a defensible claim in most aspects of adult life.

- Current Homer City Code Chapter 10.08 is titled 'Protection of the Harbor and Waterways'. The proposed code changes would come under this chapter, and within the section there already exists a penalty structure. See HCC 10.08.220

I have talked with Port & Harbor Commission Chair Steve Zimmerman, and he has agreed to have this Ordinance on the April 28th agenda for their review and recommendations. If Council would like to also refer to Planning, it would be great to get on their May 5th agenda. My hope is that Council can introduce this at our April 26th meeting, then receive comments back from Port & Harbor (and Planning if applicable), make amendments and pass a final version of the ordinance at our May 10th regular Council meeting.

Below are several examples of how state regulations define speed limits and and restricted use areas for motorized boats and PWC.

From Alaska Administrative Code (AAC, state regulation), 200' is used as a boundary for No Wake zones around state managed docks, boat launches, or swimming beaches:

11 AAC 20.115. Motorized boats (a) The use of a boat with a motor, other than a personal watercraft, is allowed in Kachemak Bay State Park only on saltwater, China Poot Lake, Hazelle Lake, or Petrof Lake. (b) A person may not launch or operate a personal watercraft in Kachemak Bay State Park. (c) A person may not operate a motorized boat in excess of "Slow No-wake" speed, five miles per hour maximum, within two hundred feet of a state managed dock, swimming beach, or boat launch, or within an area designated and marked as a "Slow No-wake" zone.

From AAC for the Kenai River Special Management Area. Although there is a 300' of shore no wake designation, most of these regulations reference physical landmarks and/or river mile markers.

11 AAC 20.865. Non-motorized areas (a) The operation of a boat by the use of a motor is prohibited (1) on the Kenai River between river mile 80.7 and Skilak Lake; and (2) on the Kenai River between Skilak Lake and river mile 47.0 from March 15 through June 14. (b) Repealed 3/1/2008. (c) On the waters of the Kenai River Special Management Area, a person may not launch or operate (1) an airboat, hovercraft, or hydroplane; or (2) a personal watercraft, except as provided in [11 AAC 20.867](#).

11 AAC 20.867. Personal watercraft (a) A person may operate a personal watercraft within the Kenai River Special Management Area only on Kenai Lake on the portion of the lake that is north of a line running from the Primrose Campground boat launch to a prominent marker on the east shore of Kenai Lake, and east of a line running from the Chugach Electric Association powerhouse to a marker on the south side of Porcupine Island, and thence north to the United States Forest Service campground on the north side of Porcupine Island. (b) Within the area on Kenai Lake described in (a) of this section in which a personal watercraft may be operated, a person may not operate a personal watercraft (1) within 300 feet of shore (A) greater than five miles per hour; or (B) in a manner that creates a wake; or (2) between the hours of 10:00 p.m. and 10:00 a.m.

11 AAC 20.870. Boating and aircraft speed limits (a) A person may not operate a boat at a speed greater than five miles per hour in the no wake area between the Kenai Lake Bridge and river mile 80.7 on the Kenai River. (b) No person may operate a boat or aircraft at a speed greater than five miles per hour in the no wake area of the Moose River between the Sterling Highway Bridge and the confluence with the Kenai River. (c) No person may operate a boat or aircraft at a speed greater than five miles per hour in the no wake area of the side (north) channel of the Kenai River from river mile 11 downstream through lower Beaver Creek to its confluence with the main channel of the Kenai River at approximately river mile 10. (d) A person may not operate a boat or aircraft at a speed greater than five miles per hour in the no wake area within the channel north of the island located between river mile 15.2 and river mile 14.7, which includes the upstream and downstream entrances to Castaway Cove.

**CITY OF HOMER
HOMER, ALASKA**

Lord

ORDINANCE 21-26

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING HOMER CITY CODE 10.08.210 VESSEL SPEED LIMITS,
RENAMING THE SECTION, EXTENDING THE NO WAKE ZONE
THROUGHOUT CITY TIDELANDS, AND CLOSING LOUIE'S LAGOON
AND THE ENTRANCE OF BELUGA SLOUGH TO MOTORIZED
VESSELS AND AMENDING THE FY21 OPERATING BUDGET TO
AUTHORIZE EXPENDITURE OF UP TO \$2,000 FOR MOTORIZED
VESSEL REGULATION CHANGES.

WHEREAS, City-owned tidelands provide valuable nearshore wildlife habitat and areas
for nonmotorized recreation; and

WHEREAS, Beluga Slough and Louie's Lagoon both have discreet entrance points and
flood with the tides, creating important tidal habitat, and

WHEREAS, City code currently requires a no wake speed for vessels not only within the
small boat harbor but also in a ¼ mile area around the outer City docks; and

WHEREAS, It is in the best interest of the community for habitat protection and public
safety to extend the no wake zone throughout all City-owned tidelands; and

WHEREAS, Both Beluga Slough and Louie's Lagoon provide habitat that is not
compatible with motorized vessel traffic; and

WHEREAS, Public education and outreach are important components of regulatory
changes and additional signage, newspaper and radio ads, and other avenues of
communication requires funds to complete as we enter into the 2021 boating season.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code Section 10.08.210 Vessel Speed Limits is hereby amended
as follows:

10.08.210 Vessel speed limits **and closed areas**

a. It is unlawful to operate a vessel at a speed greater than two miles per hour (no wake speed) while entering, leaving, and inside the small boat harbor. The seaward boundary of the no wake speed zone will be marked by signs.

b. **Throughout all City tidelands and** while within one-quarter mile of (1) the boundary of the no wake speed zone at the small boat harbor entrance, (2) the City's Deep Water Dock, or (3) the City's Pioneer Dock it is unlawful to operate a vessel at a speed that will cause a wake, wash, or wave action that will damage, endanger or cause undue distress to any other vessel or occupant thereof, **or wildlife including birds**, regardless of established speed limits or the lack thereof.

c. **All motorized vessels are prohibited from the entrance to Beluga Slough and from all waters within Louie's Lagoon.**

Section 2. The City Council hereby amends the FY2021 Operating Budget and authorizes an expenditure up to \$2,000 for motorized vessel regulation changes:

<u>Account No.</u>	<u>Description</u>	<u>Amount</u>
100-0110-xxxx	City Manager	\$2,000

Section 3. Section 1 of this ordinance is of a permanent and general character and shall be included in Homer City Code.

Section 4. Section 2 of this ordinance is a budget amendment, is temporary in nature, and shall not be codified.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of _____, 2021.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

- 83 First Reading:
- 84 Public Hearing:
- 85 Second Reading:
- 86 Effective Date:

City Owned Waterfront Properties

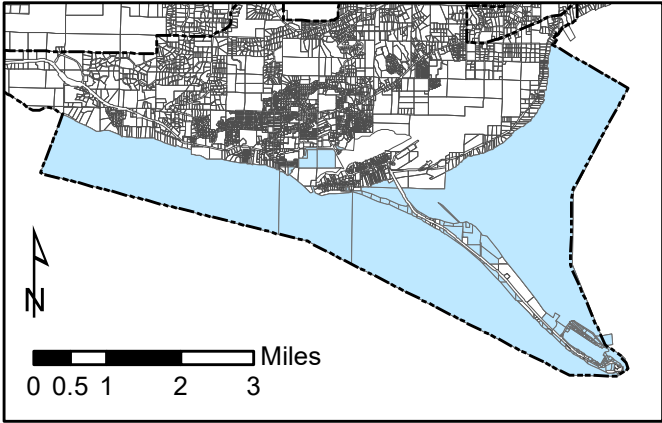
Beluga Slough

Mariner Park

Mud Bay

Louie's Lagoon

Harbormaster



Legend



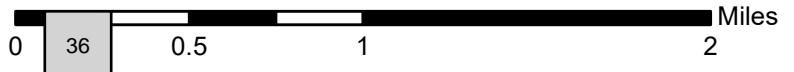
City Limits



City Tidelands and waterfront properties

Disclaimer:
It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.

4/21/2021



PORT AND HARBOR ADVISORY COMMISSION
2021-2022 STRATEGIC PLAN
 Approved April 28, 2021

Annually, the PHC prioritizes a list of ongoing, short, medium and long-term goals to aid the commission in charting a general course for the year and keeping on-task.

Ongoing Goals	1. Provide timely, relevant comment to the City Council on Port and Harbor issues.
	2. Harbor Budget: Gain a better understanding of the process, have more communication on budget/projects between City and Harbor Staff, and review it at least annually at meetings.
	3. Establish committees when needed to work on specific tasks.
	4. Maintain the Port and Harbor Marketing Plan, continue lobbying efforts to City Council to maintain marketing funds and working closely with the Homer Marine Trades Association.
Short Term Goals By End of 2021	1. Continue working with City Council and City Manager to lower administrative costs to the Harbor Enterprise.
	2. Develop more paid parking on the Spit.
	3. Continue identifying other sources of revenue.
	4. Establish a goal for reserves and continue to understand the budget, include setting fees, and dedication of sales tax.
Mid Term Goals 1 - 3 Years (2022 – 2024)	1. Create a 5-year Float Replacement Plan for the Small Boat Harbor.
	2. Seek funding to construct the Large Vessel Haul-out and Repair Facility.
	3. Develop a Homer Spit Parking Lot Improvement Plan.
	4. Promote and support the new Large Vessel Port Expansion Project
Long Term Goals 5 Years or More (2026+)	1. Work with Federal and State agencies to develop long-term erosion control measures for the Spit

OVERALL PHC DUTIES & RESPONSIBILITIES

The purpose of the PHC is to act in an advisory capacity to the City Manager and the City Council on the problems and development of the City's Port and Harbor facilities. Consideration may include the physical facilities, possible future development, and recommendations on land use within the port and harbor areas. Duties and responsibilities are outlined in the PHC's Bylaws and under Homer City Code 2.64.

The Port of Homer Terminal Tariff No. 1 is used for the purpose of naming rates, charges, rules and regulations for wharfage, terminal storage, demurrage, and other terminal services and privileges. Links to online info:

- Homer City Code 2.64: www.codepublishing.com/AK/Homer
- Homer Port and Harbor Website: www.cityofhomer-ak.gov/port
- Port of Homer Terminal Tariff No. 1: www.cityofhomer-ak.gov/port/port-homer-terminal-tariff-no-1
- City of Homer Adopted Budget: www.cityofhomer-ak.gov/finance/budgets

DUTIES OF COMMISSION/STAFF

Staff

- Gathering and disseminating information, preparing meeting packets, drafting resolutions and reports, etc.
- Provide yearly information about the budget.
- Inform the Commission of City Council actions and discussion of Harbor issues.

Commission

- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information.
- Ask questions about the budget process; request information from the Harbormaster.
- Invite City Council members to visit the Port and Harbor to view progress on various projects.
- Ways the commission (as a whole) can communicate with Council:
 - Work with the City Manager/Staff Person to keep Council informed while developing initiatives.
 - Send memos to Council periodically so they have a written report of what's going on; these are written by staff and are likely to be part of the City Manager Report.
 - Have a Commissioner speak at a Council Meeting under Commission Reports; you don't have to do it every month, but it could be quarterly or when the Commission is working on a hot topic. It is best to rotate Commission members so Council gets to see and hear from each of you over time. Pay attention to feedback from Council; the Commission may need to change direction, or come up with more support for the topic.

Clerks

- Helps with packet preparation and dissemination
- Records meetings and prepares meeting minutes
- Makes sure meetings are properly advertised
- Helps members understand and comply with City policies and procedures governing advisory bodies
- Help the Commission learn to better communicate with the City Council (Memorandums vs Resolutions and Ordinances)



Memorandum

TO: HOMER CITY COUNCIL AND MAYOR CASTNER
THRU: ROB DUMOUCHEL, CITY MANAGER
FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER
DATE: MAY 12 2021
SUBJECT: 22/2023 BUDGET- PORT GENERATED SALES TAX CREDITED TOWARD
CITY ADMIN FEES

During the Port Commission's March meeting they discussed the proposed 2022/23 budget and explored ideas for both raising new revenues and lowering operational costs, with the ultimate goals of #1 building a reserve for the purpose of replacing existing harbor infrastructure and #2 building resiliency and sustainability into our Enterprise overall. Commission and staff are keenly aware of the fact that the harbor infrastructure has a limited lifespan and that the Enterprise is falling behind in our responsibilities for maintaining adequate/safe float facilities for our customers. This has been a topic for several months and it all boils down to building our depreciation reserves to a level that will allow us to begin replacing floats in the harbor. Staff estimates that the current infrastructure value/replacement cost of the docks at approximately 107 million dollars (a conservative number) and that the Enterprise should be working towards building our reserves by 1 million a year in order to be able to fund future replacements and become sustainable.

In the meeting held by the Commission on April 28 they readdressed the topic, bringing together their individual research and plans to finalize recommendations. At the meeting I shared with the commission the proposed change to the general fund administration fees charged to the Enterprise contained in the manager's draft budget and that the portion of the Port & Harbor cost share is reduced from 21% to 13%, a reduction of approximately \$150,000. The Commission noted and appreciated the change but noted that more reduction is needed. Included are the meeting minutes to give background on the discussion. To note are Chair Zimmerman and Commissioner Matthews discussion on a public owned and managed Harbor verses a private marina and Commissioner Siekaniec's clarification on the motion.

There was discussion on making a motion to get City Council to address the sales tax issue.

MATTHEWS/ULMER MOVED TO HAVE A MEMO WRITTEN TO THE MAYOR, CITY COUNCIL, AND CITY MANAGER REQUESTING THE SALES TAX COLLECTED BY THE PORT BE CREDITED BACK AGAINST THE ADMIN FEES THAT THE PORT PAYS OUT.

In response to questions from Commissioners Erickson and Siekaniec, Mr. Hawkins clarified that about half of the budget is encompassed by admin fees, and the \$300,000 in sales tax paid out is how much the Port and Harbor pays for both Borough and City taxes. **Mr. Siekaniec clarified then**

it's likely we'd just want a credit of the City portion that the harbor pays in addition to the requested 13% decrease to the admin fees. Commissioners discussed that while they would like to see more significant decreases to the administrative fees and more City/Borough sales tax coming back to the harbor, they agreed this was a step in the right direction. Commissioner Matthews requested that the memorandum include the following point made by Chair Zimmerman: this is a publicly-funded harbor and enterprise, not a private marina. Hardly any public harbors pay 100% for themselves, just like any public service as taxpayer money that goes into it, we should not expect the harbor to pay for itself with fees 100% and keep it at a feasible cost level for people to use it. Private marinas cost a lot more money and that's what make them more feasible for the owners to run, but that's an issue. We need to get other tax dollars and subsidies from other ways, while still trying to get as much revenue as we can to keep fees reasonable and keep the place going.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

The Commissioners requested that this subject remain on their agenda for their next few meetings to continue their work.

Recommendation:

The Port and Harbor Advisory Commission recommends that City Council make a motion to amend the proposed 22/2023 budget to include crediting the city portion of sales taxes collected by the Harbor office towards the Port and harbor general fund admin fees.

Port & Harbor Monthly Statistical & Performance Report

For the Month of: **April 2021**

<u>Moorage Sales</u>	<u>2021</u>	<u>2020</u>	<u>Stall Wait List</u>		
Daily Transient	318	79	No. on list at Month's End	<u>2021</u>	<u>2020</u>
Monthly Transient	119	105	20' Stall	4	19
Semi-Annual Transient	11	12	24' Stall	53	44
Annual Transient	9	4	32' Stall	136	121
Annual Reserved	26	29	32'A Stall	7	4
			40' Stall	54	46
			50' Stall	29	28
			60' Stall	3	5
			75' Stall	3	4
			Total:	289	271
<u>Grid Usage</u>			<u>Docking & Beach/Barge Use</u>		
1 Unit = 1 Grid Tide Use	<u>2021</u>	<u>2020</u>	1 Unit = 1 or 1/2 Day Use	<u>2021</u>	<u>2020</u>
Wood Grid	9	4	Deep Water Dock	22	4
Steel Grid	6	3	Pioneer Dock	22	6
			Beach Landings	6	1
			Barge Ramp	55	74
<u>Services & Incidents</u>	<u>2021</u>	<u>2020</u>	<u>Marine Repair Facility</u>	<u>2021</u>	<u>2020</u>
Vessels Towed	1	1	Vessels Hauled-Out	2	0
Vessels Moved	35	22	Year to Date Total	2	0
Vessels Pumped	0	2	Vessels using facility uplands	5	N/A
Vessels Sunk	0	0			
Vessel Accidents	1	0	<u>Wharfage (in short tons)</u>		
Vessel Impounds	0	0	In Tons, Converted from Lb./Gal.	<u>2021</u>	<u>2020</u>
Equipment Impounds	0	1	Seafood	223	0
Vehicle Impounds	0	0	Cargo/Other	3045	153
Property Damage	0	0	Fuel	25,487	29,262
Pollution Incident	3	2			
Fires Reported/Assists	0	0			
EMT Assists	2	0			
Police Assists	1	1			
Public Assists	23	15			
Thefts Reported	0	0			
<u>Parking Passes</u>	<u>2021</u>	<u>2020</u>	<u>Ice Sales</u>	<u>2021</u>	<u>2020</u>
Long-term Pass	21	23	For the Month of April	128	141
Monthly Long-term Pass	0	2			
Seasonal Pass	2	0	Year to Date Total	151	192
<u>Crane Hours</u>	<u>2021</u>	<u>2020</u>	<u>Difference between</u>		
	102.6	52.3	<u>2020 YTD and 2021 YTD:</u>	<u>41 tons less</u>	

Port & Harbor Water/Sewer Bills

Service Period: April, 2021

Meter Reading Period:3/15/21-4/14/21

Meter Address - Location	Acct. #	Meter ID	Service/ Customer Charge	Water Charges	Sewer Charges	Total Charges	Previous Reading	Current Reading	Total Usage (gal)
810 FISH DOCK ROAD - Fish Grinder	1.0277.01	84810129	\$7.00	\$0.00	\$0.00	\$7.00	1,073,500	1,073,500	-
4244 HOMER SPIT RD - SBH & Ramp 2	1.0290.02	84872363	\$7.00	\$0.00	\$0.00	\$7.00	3,715,400	3,715,400	-
4166X HOMER SPIT RD - SBH & Ramp 4	1.0345.01	70291488	\$7.00	\$0.00	\$0.00	\$7.00	25,806,100	25,806,100	-
4166 HOMER SPIT RD- SBH Restrooms	1.0346.01	38424734	\$14.00	\$21.40	\$48.60	\$84.00	670,900	672,900	2,000
4171 FREIGHT DOCK RD - SBH & Ramp 6	1.0361.01	71145966	\$7.00	\$0.00	\$0.00	\$7.00	4,052,100	4,052,100	-
4690C HOMER SPIT RD - Pioneer Dock	1.0262.01	70315360	\$14.00	\$254.66	\$0.00	\$268.66	4,387,700	4,411,500	23,800
4690A HOMER SPIT RD - Pioneer Dock	1.0261.01	70315362	\$14.00	\$43.87	\$0.00	\$57.87	1,182,300	1,186,400	4,100
4666 FREIGHT DOCK RD - Deep Water Dock	1.0357.01	70564043	\$14.00	\$1,091.40	\$0.00	\$1,105.40	11,766,400	11,868,400	102,000
4448 HOMER SPIT RD - Steel Grid	1.0230.01	80394966	\$7.00	\$0.00	\$0.00	\$7.00	-	-	-
795 FISH DOCK ROAD - Fish Dock/Ice Plant	1.0180.01	70291512	\$14.00	\$761.84	\$0.00	\$775.84	872,152,100	872,223,300	71,200
4147 FREIGHT DOCK RD - SBH & Ramp 6 Restroom	1.4550.01	70315668	\$14.00	\$27.82	\$63.18	\$105.00	420,100	422,700	2,600
4147X FREIGHT DOCK RD - Ramp 6 Fish Cleaning	1.0457.01	80856895	\$7.00	\$0.00	\$0.00	\$7.00	623,900	623,900	-
4001 FREIGHT DOCK RD - L&L Ramp Restrooms	10.4550.01	70364713	\$14.00	\$34.24	\$77.76	\$126.00	437,200	440,400	3,200
4667 HOMER SPIT RD L - Port Maintenance	1.0109.01	70257255	\$14.00	\$21.40	\$48.60	\$84.00	117,500	119,500	2,000
4667 HOMER SPIT RD - Bldg Near Water Tank	1.0100.02	70315820	*utility meter currently assigned to lessee						
4667 FREIGHT DOCK RD - DWD Restroom	1.0495.01	84920900	\$14.00	\$18.19	\$41.31	\$73.50	139,200	140,900	1,700
4311 FREIGHT DOCK RD - Port & Harbor Office	5.1020.01	83912984	\$14.00	\$25.68	\$34.32	\$74.00	81,000	83,400	2,400
4000 HOMER SPIT RD - Ramp 5 Restroom	5.1250.01	86083228	\$14.00	\$27.82	\$37.18	\$79.00	456,500	459,100	2,600
4425 FREIGHT DOCK RD - Sys 5 & Ramp 8	5.1050.01	86094861	\$14.00	\$297.46	\$0.00	\$311.46	1,674,000	1,701,800	27,800
Overall Charges:						\$3,186.73	Overall Water Usage:		245,400

Water/Sewer Monthly Comparison CY 2016 to Current										
	2017		2018		2019		2020		2021	
January	\$2,142.85	122,300	\$1,458.89	83,400	\$1,485.10	79,100	\$3,419.82	217,800	\$1,640.36	85,300
February	\$1,287.76	59,600	\$2,500.97	144,800	\$1,458.19	74,100	\$2,308.87	140,600	\$1,743.64	109,000
March	\$4,076.62	292,100	\$2,271.05	138,300	\$1,809.53	96,700	\$1,715.03	97,800	\$1,854.70	128,800
April	\$1,726.84	113,100	\$2,766.11	272,300	\$4,105.23	206,800	\$4,032.71	245,300	\$3,186.73	245,400
May	\$7,807.49	413,000	\$3,951.58	304,600	\$7,349.43	450,700	\$4,577.16	288,700		
June	\$14,594.69	1,282,900	\$16,995.43	1,349,200	\$11,917.20	756,800	\$17,557.33	1,176,500		
July	\$15,450.93	1,152,500	\$18,540.31	1,391,400	\$15,669.89	973,600	\$18,256.51	1,222,700		
August	\$12,947.70	1,060,600	\$19,055.83	1,449,800	\$23,879.39	1,553,500	\$16,763.25	1,162,000		
September	\$11,419.68	968,000	\$16,345.46	1,328,800	\$22,850.15	1,425,100	\$16,454.55	1,131,800		
October	\$8,631.96	591,490	\$8,965.86	728,200	\$16,025.77	744,900	\$8,669.03	589,000		
November	\$1,852.34	176,000	\$2,967.17	195,100	\$7,391.65	338,900	\$2,418.11	139,300		
December	\$1,053.70	68,600	\$1,294.53	69,100	\$2,691.44	170,800	\$1,575.72	87,900		
YTD Total	\$82,992.56	6,300,190	\$97,113.19	7,455,000	\$116,632.97	6,871,000	\$97,748.09	6,499,400	\$8,425.43	568,500

2021 Ice & Crane Report						
Date To	Crane Weekly	Crane Month	YTD Crane	Ice Weekly	Ice Month	YTD Ice
1/3/2021	10			shut down for maintenance		
1/10/2021	7.1			shut down for maintenance		
1/17/2021	4.6			shut down for maintenance		
1/24/2021	7.9			shut down for maintenance		
1/31/2021	12.9			shut down for maintenance		
Jan Total		42.5	42.5		0	0
2/7/2021	25.8			shut down for maintenance		
2/14/2021	12.5			shut down for maintenance		
2/21/2021	21.1			shut down for maintenance		
2/28/2021	35.2			shut down for maintenance		
Feb Total		94.6	137.1		0	0
3/7/2021	17.5			shut down for maintenance		
3/14/2021	22.2			5		
3/21/2021	14.2			14		
3/28/2021	21.6			4		
Mar Total		75.5	212.6		23	23
4/4/2021	25.4			29		
4/11/2021	21.5			10		
4/18/2021	24			54		
4/25/2021	31.7			35		
Apr Total		102.6	315.2		128	151
5/2/2021	36.8			21		
5/9/2021	26.2			15		
5/16/2021	40.8			70		
5/23/2021						
5/30/2021						
May Total		103.8	419		106	257
6/6/2021						
6/13/2021						
6/20/2021						
6/27/2021						
Jun Total		0	419		0	257
7/4/2021						
7/11/2021						
7/18/2021						
7/25/2021						
Jul Total		0	419		0	257
8/1/2021						
8/8/2021						
8/15/2021						
8/22/2021						
8/29/2021						
Aug Total		0	419		0	257
9/5/2021						
9/12/2021						
9/19/2021						
9/26/2021						
Sep Total		0	419		0	257
10/3/2021						
10/10/2021						
10/17/2021						
10/24/2021						
10/31/2021						
Oct Total		0	419		0	257
11/7/2021						
11/14/2021						
11/21/2021						
11/28/2021						
Nov Total		0	419		0	257
12/5/2021				shut down for maintenance		
12/12/2021				shut down for maintenance		
12/19/2021				shut down for maintenance		
12/26/2021						
12/31/2021				shut down for maintenance		
Dec Total		0	419			

Pioneer Dock 2021

Date	Vessel	LOA	Times	Billed	\$ Dock	Srv Chg
1/21	Bob Franco	120	0825/1115	Olympic	506.00	52.00
1/31	Pacific Wolf	395	0920/	Kirby	1,206.00	52.00
2/1	Pacific Wolf/DBL 55	395	--	Kirby Offshore	1,206.00	--
2/2	Pacific Wolf/DBL 55	395	/1810	Kirby Offshore	1,206.00	--
2/9	Pacific Wolf/DBL 55	395	1250/1610	Kirby Offshore	1,206.00	52.00
2/12	Bob Franco	120	2225/	Olympic	506.00	52.00
2/13	Bob Franco	120	/1215	Olympic	506.00	
2/16	Eagle	101	1135/2130	Olympic	506.00	52.00
2/17	Pacific Wolf/DBL 55	395	1800/2150	Kirby Offshore	1,206.00	52.00
2/25	Pacific Wolf/DBL 55	395	0100/2200	Kirby Offshore	1,206.00	52.00
3/18	PACIFIC WOLF / DBL 54	395	2200/0500	KIRBY	1,206.00	52.00
3/22	PERSEVERANCE	207	0935/1725	CISPRI	788.00	52.00
3/25	PACIFIC WOLF / DBL 54	395	0900/1315	KIRBY	1,206.00	52.00
3/29	ENDEAVOR	181	0830/1635	CISPRI	506.00	52.00
4/12	ENDEAVOR	181	0745/1430	CISPRI	506.00	52.00
4/23	TIGLAX	120	0840/1312	USFW	506.00	52.00
4/30	PACIFIC WOLF	395	1045/1930	KIRBY	1,206.00	52.00
05/17/21				Year to Date Totals:	\$12,966.00	\$572.00

Ferry Landings 2021

	Pioneer Dock	Deep Water Dock
January	1	0
February	0	0
March	2	0
April	20	0
May		
June		
July		
August		
September		
October		
November		
December		

Deep Water Dock 2021

Date	Vessel	LOA	Times	Billed	\$ Dock	Srv Chg
1/4	Endeavor	181	1055/1345	Cispri	506.00	52.00
1/13	Perseverance	207	0630/1625	CISPRI	788.00	\$52.00
1/15	Perseverance	207	1200/1800	CISPRI	788.00	\$52.00
1/20	Endeavor	101	1345/1715	CISPRI	\$506.00	\$52.00
1/22	Aveogan / Oliver Levitt	483	1315/	Crowley	\$1,762.00	\$52.00
1/23	Aveogan / Oliver Levitt	483		Crowley	\$1,762.00	--
1/24	Aveogan / Oliver Levitt	483	/1832	Crowley	\$1,762.00	--
1/25	Perseverance	207	1038/1715	CISPRI	\$788.00	\$52.00
2/1	ENDEAVOR	181	1040/1350	CISPRI	\$506.00	\$52.00
2/9	PERSEVERANCE	207	1000/1330	CISPRI	\$788.00	\$52.00
2/10	ENDEAVOR	181	1055/1101	CISPRI	\$506.00	\$52.00
2/12	TODD E PROPHET & EDWARD ITTA	530	0745/	OLYMPIC	\$2,154.00	\$52.00
2/12	ENDEAVOR	181	1345/1400	CISPRI	\$506.00	\$53.00
2/13	TODD E PROPHET & EDWARD I	530	/	OLYMPIC	\$2,154.00	--
2/14	TODD E PROPHET & EDWARD I	530	/0750		\$2,154.00	--
2/15	Pacific Wolf / DBL 55	395	0020/2300	KIRBY	\$1,206.00	\$52.00
2/15	ENDEAVOR	181	1100/1334	CISPRI	\$506.00	\$52.00
2/16	PERSEVERANCE	207	0855/	CISPRI	\$788.00	\$52.00
2/16	SASANOVA	332	0935/	CISPRI	\$1,005.00	\$52.00
2/17	PERSEVERANCE	207	--	CISPRI	\$788.00	--
2/17	SASANOVA	332	--	CISPRI	\$1,005.00	--
2/18	PERSEVERANCE	207	/1500	CISPRI	\$788.00	--
2/18	SASANOVA	332	/1900	CISPRI	\$1,005.00	--
2/19	PERSEVERANCE	207	0815/1830	CISPRI	\$788.00	\$52.00
2/22	PERSEVERANCE	207	0945/2000	CISPRI	\$788.00	\$52.00
3/1	ENDEAVOR	181	1130/1512	CISPRI	\$506.00	\$52.00
3/5	ENDEAVOR	181	1005/1840	CISPRI	\$506.00	\$52.00
3/8	PERSEVERANCE	207	0850/1318	CISPRI	\$788.00	\$52.00
3/15	ENDEAVOR	181	1000/1605	CISPRI	\$506.00	\$52.00
3/19	PERSEVERANCE	207	0900/1800	CISPRI	\$788.00	\$52.00
3/25	ISLAND EXPLORER / SEATAC	300	0730/	ALASKA SCRAP	\$788.00	\$52.00
3/26	ISLAND EXPLORER / SEATAC	300	920	ALASKA SCRAP	\$788.00	--
3/28	ENDEAVOR	181	0850/1245	CISPRI	\$506.00	\$52.00
3/29	PERSEVERANCE	207	0800/	CISPRI	\$788.00	\$52.00
3/30	PERSEVERANCE	207	/	CISPRI	\$788.00	--
3/31	PERSEVERANCE	207	/1230	CISPRI	\$788.00	--
4/5	PERSEVERANCE	207	0820/1400	CISPRI	\$788.00	\$52.00
4/8	ROSS CHOUEST	256	0700/1120	APSC	\$788.00	\$52.00
4/9	MASCO ENDEAVOR	166	1530/	BLUE OCEAN MARINE	\$506.00	\$52.00
4/10	MASCO ENDEAVOR	166	/	BLUE OCEAN MARINE	\$506.00	--
4/11	MASCO ENDEAVOR	166	/	BLUE OCEAN MARINE	\$506.00	--
4/12	MASCO ENDEAVOR	166	/0730	BLUE OCEAN MARINE	\$506.00	--
4/16	PERSEVERANCE	207	0800/1545	CISPRI	\$788.00	\$52.00
4/19	PERSEVERANCE	207	0815/1430	CISPRI	\$788.00	\$52.00
4/21	ZOLOTOI	91	1045/1207	AAUR LLC	\$338.00	\$52.00
4/22	ENDEAVOR		0745/1830	CISPRI	\$506.00	\$52.00
4/26	ENDEAVOR	181	1000/1320	CISPRI	\$506.00	\$52.00
05/17/21				Year to Date Totals:	\$33,637.00	\$1,717.00

[illegible]

PORT & HARBOR ADVISORY COMMISSION 2021 Calendar

	AGENDA DEADLINE	MEETING	CITY COUNCIL MEETING FOR REPORT*	ANNUAL TOPICS/EVENTS
JANUARY	Wednesday 1/20 5:00 p.m.	Wednesday 1/27 5:00 p.m.	Monday 2/8 6:00 p.m. [Stockburger]	<ul style="list-style-type: none"> • Reappointment Notices
FEBRUARY	Wednesday 2/17 5:00 p.m.	Wednesday 2/24 5:00 p.m.	Monday 3/8 6:00 p.m. [Zimmerman]	<ul style="list-style-type: none"> • Terms Expire February 1st • Election of Officers • Advisory Body Training Worksession
MARCH	Wednesday 3/17 5:00 p.m.	Wednesday 3/24 5:00 p.m.	Monday 4/12 6:00 p.m. [Zimmerman]	<ul style="list-style-type: none"> • City Budget Review/Develop Requests *may not be applicable during non-budget years
APRIL	Wednesday 4/12 5:00 p.m.	Wednesday 4/28 5:00 p.m.	Monday 5/10 6:00 p.m. [Erickson]	<ul style="list-style-type: none"> • Review of Strategic Plan/Goals & Commission's Policies
MAY	Wednesday 5/19 5:00 p.m.	Wednesday 5/26 6:00 p.m.	Monday 6/14 6:00 p.m. [Siekaniec]	
JUNE	Wednesday 6/16 5:00 p.m.	Wednesday 6/23 6:00 p.m.	Monday 6/28 6:00 p.m. [Ulmer]	
JULY	Wednesday 7/21 5:00 p.m.	Wednesday 7/28 6:00 p.m.	Monday 8/9 6:00 p.m. [Ulmer]	
AUGUST	Wednesday 8/18 5:00 p.m.	Wednesday 8/25 6:00 p.m.	Monday 9/13 6:00 p.m. [Matthews]	<ul style="list-style-type: none"> • Capital Improvement Plan Review
SEPTEMBER	Wednesday 9/15 5:00 p.m.	Wednesday 9/22 5:00 p.m.	Monday 9/27 6:00 p.m. [Zeiset]	
OCTOBER	Wednesday 10/20 5:00 p.m.	Wednesday 10/27 5:00 p.m.	Monday 11/22 6:00 p.m.	<ul style="list-style-type: none"> • AAHPA Conference
NOVEMBER		No Regular Meeting		<ul style="list-style-type: none"> • Seattle Fish Expo
DECEMBER	Wednesday 12/15 5:00 p.m.	Wednesday 12/22 5:00 p.m.	Monday 1/10/22 6:00 p.m.	<ul style="list-style-type: none"> • Land Allocation Plan Review

*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work.