

# **Petersburg Borough**

# Meeting Agenda Harbors and Ports Advisory Board

Thursday, April 03, 2025 6:30 PM Assembly Chambers

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Topic: Ports and Harbor Advisory Board Meeting

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Webinar ID: 827 5603 6400

Passcode: 59719

- 1. Call to Order / Roll Call
- 2. Approval of Minutes
  - A. October 16, 2024 Regular Meeting Minutes
- 3. Amendment and Approval of Meeting Agenda
- 4. Persons to be Heard Related to the Agenda
- 5. Persons to be Heard Unrelated to the Agenda
- 6. Harbormaster Report
  - A. 2025 Spring Harbormaster Report
  - **B.** Port Calls List

Harbormaster Wollen will present the Port Calls List from 2003 to March 2025.

- 7. Unfinished Business
  - A. FY2026 Budget

Review and make recommendations to the Assembly to adopt the 2025-2026 proposed Harbor Budget.

# **B.** Am Cruise Lines Multi-Purpose Small Cruise Ship Dock

Review American Cruise Lines budget estimates and Concepts 6 and 7 for small cruise ship dock. Make recommendations to Assembly.

- 8. New Business
- 9. Communication
- 10. Discussion Items:

Update on PEDC Scow Bay Boat Yard Project funding and timeline.

11. Adjourn

Minutes from Petersburg Harbor and Ports Advisory Board Regular meeting Wednesday, October 16, 2024, at 6:30 pm in the Assembly Chambers.

1. ROLL CALL The meeting was called to order by Chairman Martin at 6:30pm.

Present: Board Members Martin, Spigelmyre, Knight, Murgas, Randrup and Cardenas and Liaison

Newman.

Absent: Members Roberge, excused

Public in attendance: Jim Floyd, Cynthia Lee Mathisen

Zoom attendance: NA

Staff: Harbormaster Wollen, Director Cabrera, Ed Tagaban & Chief Kerr

- 2. <u>APPROVAL OF THE MINUTES:</u> The minutes of the February 21, 2024, regular meeting was approved as written.
- 3. AMENDMENT & APPROVAL OF MEETING AGENDA: Agenda was approved as written

## 4. PERSONS TO BE HEARD RELATED TO AGENDA:

Jim Floyd introduced himself as CEO/Manager of Hammer & Wikan Inc. and spoke in support of New Business Item B and asked the Board to continue serious responsible tourism discussions with American Cruise Lines.

- 5. PERSONS TO BE HEARD RELATED TO UNRELATED TO AGENDA: N/A
- 6. HARBOR MASTER REPORT: Report attached

## 7. UNFINISHED BUSINESS:

## A. Marine Industrial Overlay:

Member Murgas made the following motion, seconded by member Spigelmyre.

"The Harbor Board recommends the Assembly adopt the proposed ordinance amending Chapter 19, Zoning Regulations, of the Petersburg Municipal Code to establish overlay zones within Municipal Zoning Regulations, and to create a Marine-Industrial Overlay zone"

Chairman Martin opened the discussion allowing members to give opinion and ask questions of staff and interested parties. Member Knight inquired about the Fire Department's use of property at the Scow Bay location and timeline for relocation if needed. Director Cabrera addressed concerns related to designated leased property lines. Motion carried 6-0.

#### 8. NEW BUSINESS:

## A. Damaging Wake Issues:

Chairman Martin opened the discussion allowing members to give opinion and ask questions of staff and interested parties. Chief Kerr addressed the procedure for enforcement of no wake within the Harbor and reported on conversations he had with USCG local enforcement of the Wrangel Narrows CFR speed limits of 7 knots and their inability to enforce unless there is damage that can be investigated and citation applied.

#### **B.** American Cruise Lines Proposal:

Chairman Martin opened discussion of review of the American Cruise Line proposal. Member Knight introduced a written statement outlining his thoughts for consideration (attached). Members discussed the

merits of fleshing out the proposal before coming to a decision. Member Knight made the following motion, Member Spigelmyre seconded.

"After reviewing American Cruise Lines letter of intent and proposal, the Harbor Board recommends the Assembly use Borough funds to jointly work with American Cruise Lines in development of conceptual drawings of the proposed project." Motion carried 6-0.

## C. Changes to Permanent Moorage:

Chairman Martin asked Harbormaster Wollen to introduce the draft ordinance amending Chapter 14.20 of the Petersburg municipal code, Municipal Harbors, to adopt provisions regarding inactive vessels. He then opened the discussion allowing members to give their opinion and ask questions of staff and interested parties. Member Spigelmyre raised concerns that these changes could negatively affect liveaboard customers. Member Knight asked questions about implementation timeline.

Member Murgas made the following motion, Member Randrup seconded the motion.

"The Harbor Board recommends the Assembly adopt the proposed draft ordinance amending chapter 14.20 of the Petersburg Municipal Code, Municipal Harbors, to adopt provisions regarding inactive vessels." Motion carried 6-0.

# 9. COMMUNICATION: N/A

## 10. DISCUSSION ITEMS:

Member Murgas commented on the need to work with the Fire Department at Scow Bay, as this location affects insurance rates.

Chairman Martin expressed concern related to lack to parking for the North Harbor customers in regard to liveaboard vehicles using a large percentage of available parking spots.

11. ADJOURN: The Board adjourned at 8:02 pm.

Date Approved	

# **2025 Spring Harbormaster Report**

Staff: We are anticipating a full crew as we approach the summer.

#### Maintenance:

North Harbor – Seasonal cleaning and upkeep.

<u>Middle Harbor</u> – Seasonal cleaning and upkeep.

<u>South Harbor</u> – Seasonal cleaning and upkeep. We are working with Rock n Road marine division to maintenance the piling collars and repair work on C-Float that has been in the works for over a year.

<u>Crane Dock</u> – We have ordered 10 creosote wood piling for replacement of Crane Dock fender piles, plan to use 4 immediately with the rest in storage for future maintenance.

<u>Drive Down</u> – Busy! The 30-day parking continues to get reduced again as Scow Bay project progresses, and maintenance supplies get relocated to the Approach and old pole yard on 13<sup>th</sup> street.

<u>Scow Bay</u> – Continue to monitor area daily and maintenance as needed. Staff is involved in the boat yard project planning.

Scow Bay Turnaround Haul Out Project: Rep. Peltola and Sen, Murkowski secured \$4.1 million for the project through a 2023-24 congressional spending bill. These funds are in the process of passing through to the Denali Commission who will hold the funds until the Borough needs to access them. At the passing of Prop 4 at the last election the community voted to free up bonding capacity to loan another \$3.2 million for the utilities for the project has been put on hold due to the \$8.9 grant award to the project through the Federal RAISE program announced in January. PEDC is working with PND on the 65% design. A steering committee has been formed, though have not met, to aid engineers in the review process.

Staff met with PIA to co-sponsor the USACE feasibility study that will be required to put in a harbor basin in the hopes the tribal connection will result in a financial reduction in the required match. We continue to work with the Boroughs lobbyist in DC to understand where this project is on their schedule.

## Misc:

- -The waiting list continues to grow. The new language making changes to the permanent moorage contracts concerning inactive vessels will hopefully help reduce the waiting list numbers. Staff continue to monitor approx. 50 inactive vessels and will be sending out contact letters to individual boat owners that fall into this category.
- -Reid Bro's was awarded the roof project for the dock adjacent to the harbor office, they are waiting on supplies and will begin construction.
- -April 1<sup>st</sup> staff went public with the 2025 tour ship schedule. Last year's numbers resulted in 105 stops for the season. The 2025 schedule has 94 total stops, which includes the doubling of ACL stops from previous seasons. The increase of ACL (vessels 267 ft.) will result in 16

overnights at C float which will change the availability of moorage for our tender fleet and larger yachts. Attached is a breakdown of tour ship stops over the last 20+ years.

- -Recent word came to the Borough that the application for conveying approximately 8.8 acres of DNR tidelands at Papke's Landing is in the public comment period, a link is available on the Borough's website.
- -The Assembly granted a short-term lease of 5000 sq. ft. to Andy Rutherford at Scow Bay to demo his airplane hangar. He has yet to submit plans for review and stipulations including a completion date of June 30.
- -Staff went through CPR training recently.



	Port Calls
2003	197
2004	196
2005	198
2006	188
2007	141
2008	165
2009	87
2010	89
2011	65
2012	103
2013	95
2014	98
2015	102
2016	115
2017	112
2018	138
2019	146
2020	COVID
2021	66
2022	91
2023	112
2024	105
2025	94

450		FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
Account		Actual	Actual	Actual	Actual	opted-Revis	
Number	Description	Actual	Actual	Actual	Actual	Budget	Budget
	2000,					aaagaa	
Revenues & 0	Other Sources						
Harbor Charg	ies:						
000 408100	Moorage Fees	880,401	924,199	964,558	955,228	1,043,973	1,017,378
000 408110	Transient Fees	149,091	192,102	197,637	180,478	195,000	204,750
000 404330	Rentals/Leases						
000 408120	Grid Fees	4,755	5,764	5,400	5,110	5,500	5,775
000 408130	Live Aboard	17,230	12,730	14,780	18,820	15,000	15,750
000 408150	Launch Fees	17,428	21,017	22,747	22,834	22,500	24,750
000 408160	Tour Ship Moorage	27,398	50,426	80,483	98,395	70,534	64,742
000 408165	Commercial Drive Down Facility Fees	41,797	59,828	48,548	47,562	50,000	50,000
000 407170	Misc Harbor Charges	44,046	62,694	70,036	68,091	65,000	68,000
	Subtotal Harbor Charges	1,182,147	1,328,761	1,404,189	1,396,518	1,467,507	1,451,145
Port Charges	:						
000 408170	Port Moorage Fees						
000 408180	Port Leases	161,747	157,405	90,209	78,833	157,130	157,044
000 408190	Port Storage Fees	45,580	47,498	60,535	44,959	60,000	45,000
	Subtotal Port Charges	207,327	204,903	150,744	123,792	217,130	202,044
Misc. Revenu	re						
000 410260	Other Revenues	8,034	7,563	7,187	6,641	7,500	7,500
000 410300	Cashier's over/short	-	-	-	-		
	Subtotal Misc. Revenue	8,034	7,563	7,187	6,641	7,500	7,500
	Total Operating Revenues	1,397,508	1,541,227	1,562,120	1,526,951	1,692,137	1,660,689
Nonoperating	g Revenues:						
000 410100	Investment Income	9,027	(126,454)	34,549	120,039	30,000	78,962
000 402150	Harbor Conference Revenue	-	-	-		-	-
000 402275	State PERS Relief	24,988	29,642	12,704	14,508	25,000	16,000
000 402270	State Grant - Anodes						
000 402250	Grant - Troller Float						
000 402250	Grant - Fish Cleaning Station						
	Subtotal Nonoperating Revenues	34,015	(96,813)	47,253	134,547	55,000	94,962
Interfund Tra	T.						
000 402140	Fish Tax	-	503,081	594,990	602,271	350,000	400,000
000 402240	Transfer In - North Harbor Project						
000 402240	Transfer In - Crane Dock						
000 402240	Transfer In from Prop.Dev. Fund - Wikan Sale				-	108,064	
000 402240	Transfer In from Prop. Dev. Fund - Island Refrigeration				-	360,000	
	Subtotal Interfund Transfers	-	503,081	594,990	602,271	818,064	400,000
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	Total Revenues & Other Sources	1,431,523	1,947,495	2,204,363	2,263,770	2,565,201	2,155,651
Expenditures	: & Other Uses I						
On = ::= :: -							
Operating Ex							
Payroll Exper	1	400.045	444.440	F07 100	F00 0 10	FF 1 0 10	F74 004
000 500110	Regular Pay	408,240	444,112	507,430	566,040	554,646	571,691
000 500120	Overtime Pay	10,512	18,468	12,160	19,666	20,047	20,746
000 500200	Benefits	226,295	227,377	252,828	271,058	323,039	327,124
0	Subtotal	645,047	689,957	772,418	856,764	897,732	919,561
Supplies:	On any time Orang ti	/=	00 :==	44651	00.555	00.555	00.555
000 501320	Operating Supplies	15,682	30,485	14,801	26,533	30,000	30,000
000 501325	Grounds Supplies	-	-	5	-	500	500
000 501330	Maintenance Supplies	6,148	8,741	10,733	14,879	9,000	11,000
000 501334	Safety Gear	2,788	1,652	1,540	4,647	1,700	1,700

000 504005	Wests Oil Densin & Maint	750	4 5 47	2.4	000	4 400	4.000
000 501335	Waste Oil Repair & Maint	758	1,547	24	660	1,100	1,000
000 501340	Small Tools Subtotal	6,578	10,849	2,588	6,310	7,500	7,000
Services & C		31,954	53,275	29,691	53,030	49,800	51,200
000 501410	Professional Services	9,437	21,615	13,900	13,415	30,000	20,000
000 501410	Harbor Conference	9,437	21,013	13,900	13,413	30,000	20,000
000 501415	DC Lobbyist	18,000	9,000	18,000	12,000	18,000	18,000
000 501413	Communications	8,568	8,650	9,019	10,377	8,500	9,500
000 501420	Travel & Training	451	626	180	443	3,450	2,500
000 501440	Advertising & Printing	901	2,763	2,718	2,595	2,000	2,000
000 501448	Security Boat O&M	3,061	5,295	2,350	11,152	5,500	5,750
000 501449	Motor Pool O & M	11,037	17,991	20,025	12,752	21,020	21,800
000 501450	Rentals/Leases	-	-	-	-	750	750
000 501451	Vehicle Replacement	7,969	4,202	17,843	13,110	13,110	13,287
000 501462	Liability Insurance	29,565	27,652	30,890	33,609	36,970	47,731
000 501463	Property Insurance	1,998	2,183	2,671	4,431	4,874	5,174
000 501464	Vehicle Insurance	539	497	2,998	3,043	545	575
000 501470	Utilities	71,627	71,869	86,629	96,030	90,000	96,000
000 501472	Utilities - Garbage	68,893	82,337	102,879	110,917	105,000	110,000
000 501480	Repair & Maint	29,022	48,307	34,948	47,027	35,000	40,000
000 501481	Scowbay, Port, Drive Down Facil. Maint	1,838	2,184	281	1,239	5,000	2,500
000 501491	Overhead Charges	98,847	97,456	93,619	99,396	108,686	119,347
000 501498	Credit Card Fee	20,461	23,457	27,386	28,042	30,000	31,050
000 501499	Bad Debt Expense	1,813	2,086	13,113	19,473	10,000	10,000
000 501500	Contingency	-	16,343	15,614	5,960	20,000	20,000
000 501501	Security Camera Repair & Maintenance	1,563	393	10,455	4,059	10,000	10,000
000 501502	Large Crane Maintenance	-	-	-	-	-	-
000 501503	Derelict Boat Disposal	-	-	1,650	8,060	250,000	10,000
000 504505	Electric Plug Resale	-	-	-	5,780	3,500	2,500
000 501506	Vehicle Impound Towing	-	-	-	650	2,000	1,000
	Subtotal	385,591	444,907	507,168	543,560	813,904	599,464
Depreciation							
000 502000	Depreciation	1,399,303	1,400,015	1,392,181	1,438,947	1,405,000	1,440,000
	Total Operating Expense	2,461,895	2,588,154	2,701,459	2,892,301	3,166,436	3,010,225
0.1. 11							
Other Uses	0 0500 0	0.4.000	00.040	10.701	44.500	25.000	10.000
000 500210	State PERS Relief	24,998	29,642	12,704	14,508	25,000	16,000
Canital Outla	Subtotal	24,998	29,642	12,704	14,508	25,000	16,000
<b>Capital Outla</b>				1,596		3,000	3,000
000 506500	Computer Equipment  Machinery & Equip	1,814	- 8,815	10,685	- 15,916	7,500	7,500
000 506520	Zinc Additions - Anodes	1,014	0,010	10,000	10,910	7,500	7,500
000 506521	Security Cameras		_	125	9,640	7,000	7,000
000 506522	S. Harbor 20' Stall Improvments			120	0,010	7,000	7,000
000 506523	Ramp Improvements						
000 506524	Wireless Hardware						
000 506525	Four Wheel ATV						
000 506500	Computer Equipment	_					
000 506501	Scowbay Concept Design						
000 506526	Harbor Billing Software Upgrade						
000 506527	Piling Replacement & Maint.						
000 501960	Transfer out - North Harbor Project						
000 506519	Transfer out - North Harbor Project						
000 506519	Transfer out - North Harbor Project						
000 506519	Transfer out - North Harbor Project						
000 501960	Transfer out - Crane Dock Upgrade						
000 506528	Outboard - 60hp	-	-	-	-	10,000	11,000
000 506529	Fire Pump						

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	1			14.060	15,000	15,000
Pedestels End of C flt		_	_	_	_	
ire Shed		-	-	-	_	
io, Equip Opgrado	-	2,804	1,804	3,387	_	
ole/Equip Upgrade	2,110	-	-	213	3,000	3,000
omerence	2,175	_	_	219	5,000	5,000
Conference	<del>-</del>	-	33,232	-	-	
of Engin. Dredge Study Anode Installation	148,675	1,000,000	2,100,000 93,292	1,820	-	
Project adj. to Harbor Office	4.40.675	4 000 000	2 400 000	- 4 000	-	
	-	11,820	13,200	·		28,000
•	-	-	-	-	-	2,500
·						
	-	-	-	-	-	
-						
station						
n n F	nt Tray del Plan mp for Skiff Float Repairs & Ramps Float Maintenance	nt Tray  del Plan - mp for Skiff Float Repairs & Ramps -	nt Tray  del Plan  mp for Skiff Float  Repairs  & Ramps	nt Tray  del Plan  mp for Skiff Float  Repairs  & Ramps   -	nt Tray del Plan mp for Skiff Float Repairs & Ramps	nt Tray del Plan

# PETERSBURG BOROUGH / AMERICAN CRUISE LINES MULTI-PURPOSE SMALL CRUISE SHIP DOCK

# CONCEPT NO. 6 PRELIMINARY BUDGET ESTIMATE

Prepared By: PND ENGINEERS, INC. 3/24/2025 Project No. 242093.01

Item	Item Description	Units	Quantity	Unit Cost	Amount	Sub-Totals
	General Contract Items					
1505.1	Mobilization	LS	All Reqd	10%	\$357,200	
2060.1	Demolition and Disposal	LS	All Reqd	\$50,000	\$50,000	
2702.1	Construction Surveying	LS	All Reqd	\$30,000	\$30,000	\$437,200
	Moorage Float, Gangway & Dolphins					
2894.1	Covered Aluminum Gangway, 8 x 100	LS	All Reqd	\$250,000	\$250,000	
2894.2	Security Gate	LS	All Reqd	\$25,000	\$25,000	
2895.1	Moorage Float, 24 x 100	SF	2,400	\$500	\$1,200,000	
2896.1	Furnish and Install 24" Steel Pipe Pile	EA	5	\$30,000	\$150,000	
2896.2	Pile Struts	LS	All Reqd	\$150,000	\$150,000	
2896.3	Furnish and Install 36" Steel Pipe Pile	EA	4	\$60,000	\$240,000	
2896.4	Floating Fender & Mooring Ring	EA	4	\$100,000	\$400,000	
2896.5	Gangway Abutment Piles and Pile Cap	LS	All Reqd	\$125,000	\$125,000	
2996.1	Pile Anodes	EA	30	\$1,400	\$42,000	\$2,582,000
	Moorage Float Utilities					
2401.1	Water Service with Heat Traced Pedestals	LS	All Reqd	\$100,000	\$100,000	
2601.1	Dual Use Pressure Sewer Service	LS	All Reqd	\$100,000	\$100,000	
2601.2	Sewer Lift Station	LS	All Reqd	\$60,000	\$60,000	
2611.1	Fire Suppression - Dry Standpipe System	LS	All Reqd	\$150,000	\$150,000	
16000.1	Power and Lighting	LS	All Reqd	\$500,000	\$500,000	\$910,000
	ESTIMATED CONSTRUCTION BID PRICE				\$3,929,200	\$3,929,200
	Contingency (15%)				\$589,380	
	Environmental Permitting, IHA & 4MP				\$200,000	
	Topographic Survey				\$25,000	
	Final Design, Contract & Bid Documents, Bid Phase Assistance				\$361,486	
	Contract Administration and Construction Inspection				\$271,115	
	TOTAL RECOMMENDED PROJECT BUDGET				\$5,376,181	











# PETERSBURG BOROUGH / AMERICAN CRUISE LINES MULTI-PURPOSE SMALL CRUISE SHIP DOCK

# CONCEPT NO. 7 PRELIMINARY BUDGET ESTIMATE

Prepared By: PND ENGINEERS, INC. 3/24/2025 Project No. 242093.01

Item	Item Description	Units	Quantity	Unit Cost	Amount	Sub-Totals
	General Contract Items					
1505.1	Mobilization	LS	All Reqd	10%	\$381,200	
2060.1	Demolition and Disposal	LS	All Reqd	\$50,000	\$50,000	
2702.1	Construction Surveying	LS	All Reqd	\$30,000	\$30,000	\$461,200
	Moorage Float, Gangway & Dolphins					_
2894.1	Covered Aluminum Gangway, 8 x 100	LS	All Reqd	\$250,000	\$250,000	
2894.2	Security Gate	LS	All Reqd	\$25,000	\$25,000	
2895.1	Moorage Float, 24 x 120	SF	2,880	\$500	\$1,440,000	
2896.1	Furnish and Install 24" Steel Pipe Pile	EA	5	\$30,000	\$150,000	
2896.2	Pile Struts	LS	All Reqd	\$150,000	\$150,000	
2896.3	Furnish and Install 36" Steel Pipe Pile	EA	4	\$60,000	\$240,000	
2896.4	Floating Fender & Mooring Ring	EA	4	\$100,000	\$400,000	
2896.5	Gangway Abutment Piles and Pile Cap	LS	All Reqd	\$125,000	\$125,000	
2996.1	Pile Anodes	EA	30	\$1,400	\$42,000	\$2,822,000
	Moorage Float Utilities					_
2401.1	Water Service with Heat Traced Pedestals	LS	All Reqd	\$100,000	\$100,000	
2601.1	Dual Use Pressure Sewer Service	LS	All Reqd	\$100,000	\$100,000	
2601.2	Sewer Lift Station	LS	All Reqd	\$60,000	\$60,000	
2611.1	Fire Suppression - Dry Standpipe System	LS	All Reqd	\$150,000	\$150,000	
16000.1	Power and Lighting	LS	All Reqd	\$500,000	\$500,000	\$910,000
	ESTIMATED CONSTRUCTION BID PRICE				\$4,193,200	\$4,193,200
	Contingency (15%)				\$628,980	
	Environmental Permitting, IHA & 4MP				\$200,000	
	Topographic Survey				\$25,000	
	Final Design, Contract & Bid Documents, Bid Phase Assistance				\$385,774	
	Contract Administration and Construction Inspection				\$289,331	
	TOTAL RECOMMENDED PROJECT BUDGET				\$5,722,285	













