



City of Bethel Port Commission Agenda

Special Meeting
Monday March 28, 2018 - 7 pm
Port Office, 919 Front St. Bethel, Alaska



Commissioners

Alan Murphy
Chair
Term Expires 2018
(907)543-2805

Richard Pope
Port Commissioner
Term Expires 2020
(907)543-1900
bethelalaskapc@gci.net

Thomas Oosterman
Port Commissioner
Term Expires 2020
(907)545-6420

Rick Robb
Council Rep.
Term Expires 2019
(907)545-6026
rrobb@cityofbethel.net

Ex-Officio

Allen Wold
Port Director
(907)543-2310
awold@cityofbethel.net

Ed Flores
Port Admin
(907)543-2310
eflores@cityofbethel.net

- i. CALL TO ORDER
- ii. ROLL CALL
- iii. PEOPLE TO BE HEARD
- iv. APPROVAL OF AGENDA
- v. APPROVAL OF MINUTES FROM THE REGULAR MEETINGS
-APPROVAL OF MINUTES FROM September 2017, November 2017, December 2017, January 15, 2018, January 24, 2018, & March 18, 2018
- vi. SPECIAL ORDER OF BUSINESS
- vii. DEPARTMENT HEAD COMMENTS
- viii. UNFINISHED BUSINESS
- FY19 Draft Budget
- ix. NEW BUSINESS
- x. COMMISSION MEMBER'S COMMENTS
- xi. ADJOURNMENT

Attest: 
Ed Flores – Commission Recorder

City of Bethel Port Commission Meeting Minutes

September 18, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1905 (7:05 P.M.)

II. ROLL CALL

COMMISSIONERS PRESENT:

Chairman Murphy

Comm. Pope

Comm. Welch

Comm. Oosterman

III. PEOPLE TO BE HEARD

None

IV. APPROVAL OF AGENDA

MOVED:	Comm. Welch	Approval of agenda
SECONDED:	Comm. Pope	
VOTE ON MAIN MOTION	4-0 All in favor	

V. APPROVAL OF MINUTES

MOVED:	Comm. Pope	Approval of minutes from May, June, & August 2017
SECONDED:	Comm. Welch	
VOTE ON MAIN MOTION	4-0 All in favor	

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

The Port Director submitted verbal report to accompany the written documentation.

VIII. UNFINISHED BUSINESS

Port Office Update – the progress of the Port Office was discussed, as well as furniture.

Bethel Bank Stabilization Project(BBSP) – Updates on the BBSP for the upcoming summer (2018) work on the East Addition.

IX. NEW BUSINESS

Possible Port Commission Meeting Time Change – the idea was discussed and the Commission decided to make no changes to the Meeting time.

City of Bethel Port Commission Meeting Minutes

September 18, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

X. COMMISSION REPRESENTATIVES COMMENTS

Comm. Oosterman – Nothing comes to mind.

Comm. Pope – likes that we are looking for ways to improve all Port Facilities.

Comm. Welch – Commissioners last meeting as a City Council Representative. Will be looking to reapply for the Port Commission.

Comm. Murphy – People are not keeping their dogs on leashes.

XI. ADJOURNMENT

MOVED:	Comm. Pope	Motion to Adjourn
SECONDED:	Comm. Welch	
VOTE ON MAIN MOTION	4-0 All in favor	

Meeting Adjourned at 1938 (7:38 p.m.)

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

City of Bethel Port Commission Meeting Minutes

November 20, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1915 (7:15 P.M.)

NO QUORUM

II. ROLL CALL

COMMISSIONERS PRESENT:

COMM. ROBB

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

City of Bethel Port Commission Meeting Minutes

December 18, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1912 (7:12 P.M.)

NO QUORUM

II. ROLL CALL

COMMISSIONERS PRESENT:

COMM. MURPHY

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

City of Bethel Port Commission Meeting Minutes

January 15, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1918 (7:18 P.M.)

NO QUORUM

II. ROLL CALL

COMMISSIONERS PRESENT:

COMM. ROBB

COMM. OOSTERMAN

COMM. POPE

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

City of Bethel Port Commission Special Meeting Minutes

January 15, 2017

Special Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1918 (7:18 P.M.)

II. ROLL CALL

COMMISSIONERS PRESENT:

Comm. Pope

COMMISSIONERS ABSENT:

Comm. Murphy

Comm. Oosterman

Comm. Robb

ALSO IN ATTENDANCE WERE THE FOLLOWING:

Allen Wold

Edward Flores

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

City of Bethel Port Commission Meeting Minutes

March 19, 2017

Regular Meeting 7 p.m.

Bethel, Alaska

I. CALL TO ORDER

MEETING CALLED TO ORDER AT 1900 (7:00 P.M.)

NO QUORUM

II. ROLL CALL

COMMISSIONERS PRESENT:	
Comm. Murphy	Comm. Robb
COMMISSIONERS ABSENT:	
Comm. Oosterman	Comm. Pope
ALSO IN ATTENDANCE WERE THE FOLLOWING:	
Allen Wold	Edward Flores

III. PEOPLE TO BE HEARD

IV. APPROVAL OF AGENDA

V. APPROVAL OF MINUTES

VI. SPECIAL ORDER OF BUSINESS

VII. PORT DIRECTOR'S REPORT

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMISSION REPRESENTATIVES COMMENTS

XI. ADJOURNMENT

Respectfully Submitted:

Alan Murphy, Chairman

APPROVED THIS _____ day of _____ 2017.

ATTEST: _____

PORT OF BETHEL

Post Office Box 1388
Bethel, Alaska 99559
Voice: 907-543-2310
Fax: 907-543-2311



TO: Peter Williams, City Manager
FROM: Allen Wold, Port Director
SUBJECT: February 2018 Managers Report

- **Small Boat Harbor**
 - Sanded around the Harbor.
 - Stored a vehicle that was left at the harbor.

- **City Dock/Beach 1**
 - Customers are still in and out of the Dock getting to their stored containers.
 - Sanded around customers containers.
 - Vitus going to start welding on their barge next month.

- **Port Office**
 - Plow snow off parking lot and sand icy areas.
 - Quoting furniture and ordering furniture.
 - Ordered conference tables for offices.

- **Admin**
 - Monthly Storage billing for customers.
 - City Dock Attendant resigned.
 - Checking mail daily at 3pm.
 - Working on FY19 Budget.

- **Seawall**
 - Fixing Cable Fencing/Welding new posts for cable fencing.
 - Picking up around dumpsters daily.
 - Closed off Lomack area with cones during dangerous overflow.

- **East Addition**
 - Talked with STG about upcoming Bethel Stab. Project.

- **Misc./Vehicles**
 - Safety checks along the seawall
 - Picking up as needed where needed.
 - Safety Meetings.
 - Helping Yuut train someone to get their CDL.

CITY OF BETHEL
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2018

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST & PENALTIES</u>					
52-40-403 CITY DOCK-PENALTIES & INT	.00	.00	5,000.00	5,000.00	0
TOTAL INTEREST & PENALTIES	.00	.00	5,000.00	5,000.00	0
<u>CHARGES FOR SERVICES</u>					
52-43-402 CITY DOCK-STORAGE	59,013.33	59,013.33	70,000.00	10,986.67	84.3
52-43-404 CITY DOCK-PERMITS	.00	.00	3,000.00	3,000.00	0
52-43-405 CITY DOCK-WHARFAGE	147,572.97	147,572.97	150,000.00	2,427.03	98.4
52-43-407 CITY DOCK-DOCKAGE	11,903.04	11,903.04	25,000.00	13,096.96	47.6
52-43-418 SBH PETRO PORT-FUEL THRU-PUT	113,853.86	113,853.86	220,000.00	106,146.14	51.8
52-43-424 PETRO YARD - STORAGE	2,150.40	2,150.40	2,000.00	(150.40)	107.5
52-43-426 PETRO PORT-FUEL THRU-PUT	227,167.78	227,167.78	440,000.00	212,832.22	51.6
52-43-427 PETRO PORT-DOCKAGE	10,965.29	10,965.29	20,000.00	9,034.71	54.8
52-43-433 SEAWALL MOORAGE	.00	.00	31,200.00	31,200.00	0
52-43-434 SEAWALL DOCKAGE	7,067.13	7,067.13	20,000.00	12,932.87	35.3
52-43-435 SEAWALL-WHARFAGE	.00	.00	1,000.00	1,000.00	0
52-43-454 BEACH-STORAGE	7,622.40	7,622.40	50,000.00	42,377.60	15.2
52-43-455 BEACH-WHARFAGE	74,431.58	74,431.58	70,000.00	(4,431.58)	106.3
52-43-457 BEACH-DOCKAGE	15,072.22	15,072.22	17,000.00	1,927.78	88.7
52-43-462 BOAT HARBOR-STORAGE	.00	.00	3,500.00	3,500.00	0
52-43-463 BOAT HARBOR-MOORAGE	724.56	724.56	24,000.00	23,275.44	3.0
TOTAL CHARGES FOR SERVICES	677,544.56	677,544.56	1,146,700.00	469,155.44	59.1
<u>LEASE REVENUE</u>					
52-44-467 LEASE REVENUE	12,180.00	12,180.00	24,000.00	11,820.00	50.8
TOTAL LEASE REVENUE	12,180.00	12,180.00	24,000.00	11,820.00	50.8
<u>MISCELLANEOUS</u>					
52-45-464 SMALL BOAT HARBOR PERMITS	1,020.00	1,020.00	24,000.00	22,980.00	4.3
52-45-467 EXTRA WATER CALLS	9,624.00	9,624.00	25,000.00	15,376.00	38.5
TOTAL MISCELLANEOUS	10,644.00	10,644.00	49,000.00	38,356.00	21.7
<u>MISCELLANEOUS</u>					
52-49-487 INVESTMENT INCOME	.00	.00	20,599.00	20,599.00	0
52-49-495 MISCELLANEOUS REVENUE	1,950.00	1,950.00	5,000.00	3,050.00	39.0
TOTAL MISCELLANEOUS	1,950.00	1,950.00	25,599.00	23,649.00	7.6

CITY OF BETHEL
 REVENUES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2018

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
TOTAL FUND REVENUE	702,318.56	702,318.56	1,250,299.00	547,980.44	56.2

CITY OF BETHEL
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING FEBRUARY 28, 2018

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DOCK EXPENDITURES</u>					
52-50-519 UTILITY BENEFIT	2,053.80	2,053.80	11,491.00	9,437.20	17.9
52-50-545 TRAINING/TRAVEL	996.93	996.93	5,000.00	4,003.07	19.9
52-50-561 SUPPLIES	2,489.96	2,489.96	5,500.00	3,010.04	45.3
52-50-563 WEARING APPAREL	424.26	424.26	1,300.00	875.74	32.6
52-50-601 VEHICLE MT. (PARTS & TOOLS)	2,441.85	2,441.85	4,000.00	1,558.15	61.1
52-50-602 GASOLINE/DIESEL/OIL	6,239.47	6,239.47	18,000.00	11,760.53	34.7
52-50-621 ELECTRICITY	4,092.88	4,092.88	15,000.00	10,907.12	27.3
52-50-622 TELEPHONE	1,302.05	1,302.05	1,000.00	(302.05)	130.2
52-50-623 HEATING FUEL	1,110.73	1,110.73	2,000.00	889.27	55.5
52-50-624 WATER, SEWER, GARBAGE	7,355.22	7,355.22	12,000.00	4,644.78	61.3
52-50-626 WATER FOR BARGES	4,438.29	4,438.29	12,000.00	7,561.71	37.0
52-50-642 LEGAL FEES	.00	.00	5,000.00	5,000.00	0
52-50-643 PLANNING/ENGINEERING FEES	.00	.00	5,000.00	5,000.00	0
52-50-661 VEHICLE MAINT/REPAIR	1,459.06	1,459.06	3,037.00	1,577.94	48.0
52-50-666 MUNICIPAL DOCK MAINT.	1,534.50	1,534.50	5,000.00	3,465.50	30.7
52-50-667 MAINT-SEAWALL	6,989.06	6,989.06	7,000.00	10.94	99.8
52-50-668 MAINT SMALL BOAT HARBOR	.00	.00	4,000.00	4,000.00	0
52-50-669 OTHER PURCHASED SERVICES	5,019.79	5,019.79	24,000.00	18,980.21	20.9
52-50-683 MINOR EQUIPMENT	2,925.23	2,925.23	19,000.00	16,074.77	15.4
52-50-687 LAND/EASEMENT ACQUISITION	5,588.75	5,588.75	30,000.00	24,411.25	18.6
52-50-696 WATERFRONT FACILITIES IMPROV	.00	.00	25,000.00	25,000.00	0
52-50-721 INSURANCE	6,995.45	6,995.45	16,000.00	9,004.55	43.7
52-50-724 DUES	.00	.00	1,000.00	1,000.00	0
52-50-727 ADVERTISING	223.60	223.60	1,000.00	776.40	22.4
52-50-775 MUNICIPAL DOCK GRAVEL	55,947.08	55,947.08	55,000.00	(947.08)	101.7
52-50-777 CONTAMINATED SOIL PROCESSING	.00	.00	1,000.00	1,000.00	0
52-50-990 XFER OUT	.00	.00	50,000.00	50,000.00	0
52-50-996 ADMIN OVERHEAD-IT SVCS	10,338.49	10,338.49	21,887.00	11,548.51	47.7
52-50-998 ADMINISTRATIVE OVERHEAD-GF	24,300.00	24,300.00	61,126.00	36,826.00	39.8
TOTAL DOCK EXPENDITURES	154,266.45	154,266.45	421,341.00	267,074.55	36.6
<u>DOCK ADMINISTRATION</u>					
52-51-721 INSURANCE	815.96	815.96	.00	(815.96)	0
TOTAL DOCK ADMINISTRATION	815.96	815.96	.00	(815.96)	0

CITY OF BETHEL
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 8 MONTHS ENDING FEBRUARY 28, 2018

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>SMALL BOAR HARBOR</u>					
52-55-519 UTILITY BENEFIT	228.20	228.20	2,189.00	1,960.80	10.4
52-55-561 SUPPLIES	1,236.98	1,236.98	1,800.00	563.02	68.7
52-55-563 WEARING APPAREL	1,135.59	1,135.59	1,700.00	564.41	66.8
52-55-602 GASOLINE	6,474.67	6,474.67	7,000.00	525.33	92.5
52-55-621 ELECTRICITY	.00	.00	2,000.00	2,000.00	0
52-55-624 WATER/SEWR/GARBAGE	.00	.00	10,500.00	10,500.00	0
52-55-668 SMALL BOAT HARBOR MAINTENANCE	537.48	537.48	7,000.00	6,462.52	7.7
52-55-683 MINOR EQUIPMENT	227.02	227.02	1,000.00	772.98	22.7
52-55-721 INSURANCE	712.00	712.00	.00	(712.00)	0
52-55-775 SMALL BOAT HARBOR GRAVEL	16,000.00	16,000.00	16,000.00	.00	100.0
52-55-799 MISCELLANEOUS EXPENSES	.00	.00	250.00	250.00	0
52-55-998 ADMINISTRATIVE OVERHEAD-GF	17,151.00	17,151.00	27,120.00	9,969.00	63.2
TOTAL SMALL BOAR HARBOR	43,702.94	43,702.94	76,559.00	32,856.06	57.1
TOTAL FUND EXPENDITURES	198,785.35	198,785.35	497,900.00	299,114.65	39.9
NET REVENUE OVER EXPENDITURES	(198,785.35)	(198,785.35)	(497,900.00)	(299,114.65)	(39.9)

FY 19 MUNICIPAL DOCK REVENUE

52-41-410 PERS Contribution -

52-40-403 City Dock-Penalties and Interest-~~\$5,000~~

Late payments for bills.

52-43-402 CITY DOCK STORAGE-~~\$70,000~~

The Terminal Tariff #005 reads 34 cents a SQ foot. Averaging the past 3 years will give us a good estimate of what comes across the City Dock.

52-43-404 - CITY DOCK- PERMITS - ~~\$3,000~~

The City Dock permits are issued out to vehicles consistently going onto the City Dock. Steven Door permits. Averaging out the last 3 fiscal years gives us an estimate.

52-43-405 - CITY DOCK-WHARFAGE- ~~\$160,000~~

Wharfage is a charge assessed for cargo passing, or conveyed over, onto, or under, wharves, or between vessels, when berthed at a wharf. Wharfage is solely the charge for the use of the wharf and does not include charges for any other service.

$\$160,000 \div \text{by } \$10.94 \text{ per short ton in the Tariff} = \text{Total of tons is an estimate we believe we'll see this year. Tons are charged per the freight manifest. Village bound Freight } (\$13.68)$

Averaging out the past 3 Fiscal Years gives us a good estimate.

52-43-407 CITY DOCK-DOCKAGE-~~\$25,000~~

Dockage is the charge assessed to a vessel for docking at a wharf, dock, pier or other facility, or for mooring to a vessel so docked. Daily dockage rate determined on the overall length on the vessel.

Averaging the last 3 fiscal years have giving us a good estimate as to what to expect.

52-43-415 SLOUGH BERTH-WHARFAGE-~~\$0~~

Due to the depth of the water along Brown's Slough we don't expect any wharfage here.

52-43-417 SLOUGH BERTH DOCKAGE-\$0

Due to the depth of the water along Brown's Slough we don't expect any Dockage here.

52-43-424 PETRO YARD-STORAGE-\$2,000

The Terminal Tariff #005 reads 34 cents a SQ foot. There are containers and boats there that customers are paying for.

Averaging the past 3 fiscal years gives us a good estimate.

52-43-425-PETRO PORT-WHARFAGE-\$0

52-43-426 PETRO PORT-FUEL THRU-PUT MUNICIPAL DOCK - \$440,000

11,000,000 gallons x \$0.04 = \$440,000

52-43-427 PETRO PORT-DOCKAGE - \$20,000

Averaging out the 3 past fiscal years gives us a good estimate.

~~52-43-432 SEAWALL STORAGE - \$7,000~~

~~Due to only one customer paying the storage on the seawall @ \$0.34 SQ FT, we have brought this down from the previous fiscal years.~~

52-43-433-SEAWALL MOORAGE - \$25,000

During the summer season, a vessel assigned a Seawall mooring permit will be charged a one-time annual fee of (\$26) per lineal foot. $\$30,000 \div \$26 =$ Number of feet we expect to have this fiscal year (Estimated linear FT: $1,000 \times 26 = \$26,000$. Averaging out the past 3 Fiscal years gives us a good estimate.)

52-43-434 SEAWALL DOCKAGE - \$10,000

Dockage is the charge assessed to a vessel for docking at a wharf, dock, pier or other facility, or for mooring to a vessel that is docked. This is for the tugs/barges that don't have a seasonal permit that will dock on the seawall. They are charged by the overall length of the vessel. Averaging out the past fiscal years have giving us a good estimate. For example: 126' overall length of vessel= \$232.82 daily per the Terminal Tariff.

52-43-435 SEAWALL WHARFAGE - \$1,000

This rarely happens. If it does it mainly for the fishing industry. With that being limited we don't expect too much.

Averaging out the past three Fiscal Years gives us a good estimate.

52-43-454 Beach Storage - \$10,000

During the winter months the companies store their tugs and barges. SQ FT. charge \$0.34

52-43-455-Beach Wharfage - \$70,000

Just like the City Dock we charge by the ton. The increase is due to expected barge traffic for the multiple construction projects in the region.

52-43-457 BEACH DOCKAGE - \$17,000

Every time a tug/barge docks on the beach they will get charged the overall length of the vessel. Averaged out over last 3 fiscal years.

For example: 126' overall length of vessel = \$232.82 daily

52-43-460 East Addition-Storage-\$0

We don't expect anyone to store any equipment or containers at the East Addition.

52-45-467 Extra Water Calls - \$25,000

Hook-up fee \$140, rate per gallon \$0.19. There is an after hour charge of \$80. Averaged out over the past Fiscal Years has always giving us a good estimate.

52-44-467 Lease Revenue - \$24,000

AML lease for the Warehouse on the City Dock. \$2,000 a month

52-49-487 Investment Income - \$1,000

Estimate interest earned.

52-49-494 Proceeds-Sale of F.Assets - \$0

52-49-495 Miscellaneous Revenue - \$5,000

We may have a sealed bid auction for boats, vehicles, and other misc. items. Averaging out the 3 Fiscal Years gives us a good estimate.

Total Revenue \$913,000

Total Undesignated Revenues- \$913,000

FY 19 MUNICIPAL DOCK EXPENSES (52-50)

52-50-545 TRAINING/TRAVEL \$5,000

There's an annual Harbormaster convention to go to.

We plan to work on getting our Class A CDL. Yuut offers classes for this at \$425 for 8 hours.

52-50-561 Office Supplies - \$5,500

Chinook order of; Invoices, Log Books, Tariffs, Port of Bethel Logos, Office supplies.

We got a new office this year which will require office supplies.

52-50-563-WEARING APPAREL - \$1,300

Safety vests, Work Boots, Gloves, Rain gear

52-50-600-Tires - \$9,000

We need spare tires. We haven't had to get tires since 2015.

52-50-602 VEHICLE MAINT. /REPAIR - \$12,000

We have a vehicle going 24/7 for 6 months out of the year. Breakdowns will happen that will require this line item. The Port has 4 pick-up trucks.

52-50-602- GASOLINE/DIESEL/OIL - \$15,000

We have tried to keep this only for Diesel leaving the gas for the SBH (52-55) for the Port attendants.

Using the dump truck, loader, dozer, backhoe, excavator, and compactor will get us close to this amount.

52-50-621-Electricity - \$10,000

The Port has 2 shops, 2 small offices, and 1 main office

52-50-622-Telephone - \$1,000

52-50-623 - Heating Fuel - \$2,000

The Port has 2 locations for heating fuel. (Port Office and the Office at the City Dock)

52-50-624 - Water/Sewer/Garbage - \$12,000

2 Porta Potties @ \$73.44 each \$146.88 total a week. For 6 Months on call. Estimated once a week \$146.88 x 24 weeks = \$3,525.12

3 Dumpsters emptied on call for 8 to 9 months. Estimated once a week.

2 (4) yard dumpsters @ \$62 and 1 (8) yard dumpster@ \$79

\$124 x 34 weeks = \$4,216 and \$79 x 34 weeks = \$2,686

52-50-626 - Water call out for Barges - \$12,000

The Water Dept. charges us water depending on the amount of gallons for the tug/barge. It ranges from 200 gallons (\$75.78) to 3,000 gallons (\$231.24). Averaging this out with the last 3 Fiscal Years gives us a good estimate.

52-50-627 - Staff Cellular Phones –

This is for the Port Director and the Port Attendant on duty.

52-50-642 - Legal Fees - \$5,000

Legal Fees Outside advice dealing with the BIA and USACE.

52-50-643 - Engineering Fees - \$5,000

If the Port were to install lights on the City Dock or the Seawall, we would need to consult an engineer.

52-50-661 - Vehicle Maint/Repair (Int. Srv. Fund 57) \$15,000

The Port has a dozer that needs some major repair (rails for the tracks). The dump truck needs a new bed liner.

52-50-666 - Municipal Dock Maintenance - \$5,000

Repairing the AML warehouse, paint for the bits for barges and bull rails, repairing Brown's Slough side of City Dock, and welding rod for welding.

52-50-667 - Seawall Maintenance - \$7,000

Cable Fencing, Orange Safety fence, Paint for Barge Bits, Life Rings and Life Ring Cabinets

52-50-669 - Other Purchased Services - \$25,000

Electrical for Heater/Ventilation and installation for the Sandshed. Garage doors and installation.

52-50-683 - Minor Equipment - \$25,000

Attachments for the Mini Excavator. (Extra Bucket, Brush cutter, Teeth) Blades for Loaders, Dozers, and Grader. Garage doors for our shops. (Sandshed and Slough Shop)

52-50-687 - Land Easement Acquisition - \$50,000

Survey for the Port Facilities, Survey for the tide line track, Appraisals

52-50-721 - Insurance - \$16,000

52-50-Insurance - DED Exp & other - \$0

52-50-724 - Dues and Subscriptions - \$1,000

52-50-727 - Advertising - \$1,000

Advertisements to the newspapers.

52-50-738 - Bad debt - \$0

52-50-799 Miscellaneous - \$0

52-50-996 Administrative Overhead-IT Services –

52-50-998 - Administrative Overhead –

TOTAL MS&S - \$231,800 (996 & 998 not included)

TOTAL OPERATING COST- \$427,800 (996 & 998 not included)

Project Expenses

52-50-775 Gravel - \$55,000

It's \$60 a ton, 15 tons is the average for a dump truck = \$900. Estimated loads 61. This will be used all around the Port Facilities.

52-50-777 Contaminated Soil Processing - \$1,000

If we were to have a spill, we would clean it up and put it in our remediation garden. This would require absorbent pads, visqueen, orange safety fence, & tarps.

TOTAL PROJECT EXPENSES - \$56,000

Capital Expenses

52-50-696 - Waterfront Facilities Improvements - \$25,000

This is a Rainy day Fund. We're going to start putting money away in this line item every year in case something were to happen unexpectedly.

52-50-697 - Mini Excavator (Tracked) - \$85,000

This will be used for the armor rock along the river embankment and at the Small Boat Harbor.

TOTAL CAPITAL EXPENSES - \$110,000

FY 19 SMALL BOAT HARBOR REVENUE

52-43-218 Petro Port Fuel Thru-Put Small Harbor - **\$220,000**

A third of the total revenue goes to the Small Boat Harbor. The Port expects 11 million gallons at the Petro Port, 2 cents will go to the Small Boat Harbor.

11 million x 2 cents = \$220,000

52-43-462 Boat Harbor-Storage-SBH - **\$3,500**

If we average the past 3 years out this is a good estimate. It's consistent over the past 3 Fiscal Years. \$25 a month x 20 boats x 7 months = \$3,500

52-43-463 Boat Harbor-Moorage-SBH - **\$24,000**

@ \$12 a foot to park on the floats. The average boat parked on a float is 20 feet. The floats are 220' to 240' long which is 440' to 480' total for a single float. The Port has 6 floats with customers who have had the same float space for years. Averaging out this over the Fiscal Years gives us a good estimate.

52-45-464 Boat Harbor Permits-SBH- **\$24,000**

We're basing this off of last year's budget FY 17. The Port started to sell two different permits (\$30 & \$60). This was the first time the Port started to sell these permits which is why the Port will go off last year's FY 17 Budget.

\$30 for the ramp x 600 permits = \$18,000

\$60 moored boats along the embankment x 100 = \$6,000

TOTAL REVENUE - \$271,500

SMALL BOAT HARBOR (52-55) EXPENSES

52-55-561- Office Supplies - \$1,800

This will include the SBH Permits, invoices, etc.

52-55 is our Small Boat Harbor account. This is the amount we asked for last Fiscal Year and it worked out.

52-55-563 Wearing apparel - \$1,700

Safety vests, Work Boots, Rain gear, & Gloves. 5-7 Seasonal Workers.

52-55-602-Gasoline/Diesel/Oil - \$8,000

We have two gas/diesel cards. This is meant mainly for gas. The Port has a worker 24/7 for 5 months out of the year. They check on the barge movement from the East Addition to the Petro Port. They'll watch the SBH making their presence known. The full time employees to use this card also to keep diesel and gas separate. Going off last the Fiscal Year this will give us a good estimate.

52-55-621- Electricity- \$2,000

This covers the street lights in the harbor. During the Summer well bring a shack down there for the Port Attendants.

52-55-624 Water/Sewer/Garbage - \$11,100

The Port has 2 Porta Potties that get an evac twice a week and 7 dumpsters that are regularly emptied. Going off last Fiscal Year's budget this is a good estimate.

The Port has 7 dumpsters in the Small Boat Harbor 2 (4) yard @ \$62 = (\$124 week) and 1 (8) yard dumpsters @ \$79 = (\$79 week) which get emptied 2 times a week for 32 weeks. We'll store the dumpsters away until needed. (\$124 x 32 weeks = \$3,968) (\$79 x 32 = \$2,528)

$\$3,968 + \$2,528 = \$6,496$

The 2 Porta Potties get sucked out once a week @ \$73.44 each (\$146.88) for 24 weeks = \$3,525

$\$6,496(\text{Dumpsters}) + \$3,525 (\text{Porta Potties}) = \$10,021 + \$1,000 \text{ callouts}$

52-55-668 Small Boat Harbor Maintenance - \$7,000

The Port has 6 floats that need to be repaired every year. This requires; lumber, screws, bolts and nuts, cleats, shackles, tools, and cable. Paint for the approaches.

52-55-683 Minor Equipment - \$1,000

Bilge Pumps, Drills, hand tools, etc.

52-55-_____ -Cameras - \$10,000

The Port only has 3 cameras in the Harbor. We could buy 10 more with the amount budgeted.

52-55-799 Miscellaneous - \$250

TOTAL MS&S - \$42,850

Project Expenses

52-55-775 Gravel - \$16,000

\$60 a ton x 15 ton (average dump truck load) = \$900 @ 17 loads, this estimate will give us the amount of gravel we need for the Embankments for the SBH and the road leading to the ramps.

TOTAL PROJECT EXPENSES - \$16,000