



# City of Bethel Port Commission Agenda

Regular Meeting  
Monday May 21, 2018 - 7 pm  
Port Office, 919 Front Street, Bethel, AK



## **Commissioners**

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

Richard Pope  
Port Commissioner  
Term Expires 2020  
(907)543-1900  
[bethelalaskapcc@cci.net](mailto:bethelalaskapcc@cci.net)

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

Mark Springer  
Council Rep.  
Term Expires 2019  
(907)545-3817  
[robb@cityofbethel.net](mailto:robb@cityofbethel.net)

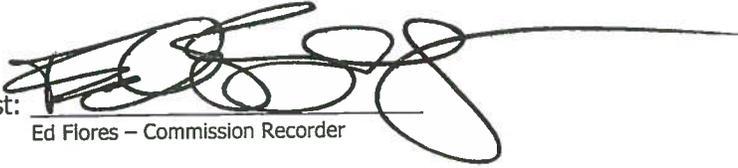
## **Ex-Officio**

Allen Wold  
Port Director  
(907)543-2310  
[awold@cityofbethel.net](mailto:awold@cityofbethel.net)

Ed Flores  
Port Admin  
(907)543-2310  
[eflores@cityofbethel.net](mailto: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 April 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

April 16, 2018

Regular Meeting 7 p.m.

Bethel, Alaska

**I. CALL TO ORDER**

MEETING CALLED TO ORDER AT 1913 (7:13 P.M.)  
**NO QUORUM**

**II. ROLL CALL**

<b>COMMISSIONERS PRESENT:</b>	
Comm. Murphy	Comm. Robb
Comm. Oosterman	Comm. Pope
<b>COMMISSIONERS ABSENT:</b>	
<b>ALSO IN ATTENDANCE WERE THE FOLLOWING:</b>	
Allen Wold	

**III. PEOPLE TO BE HEARD**

None

**IV. APPROVAL OF AGENDA**

<b>MOVED:</b>	Comm. Pope	Approval of agenda
<b>SECONDED:</b>	Comm. Robb	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

**V. APPROVAL OF MINUTES**

<b>MOVED:</b>	Comm. Robb	Approval of Minutes
<b>SECONDED:</b>	Comm. Pope	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

**VI. SPECIAL ORDER OF BUISNESS**

<b>MOVED:</b>	Comm. Oosterman	Motion to make Recommendation to City Council to hold Port Commission Meetings at the Port Office.
<b>SECONDED:</b>	Comm. Pope	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

**VII. PORT DIRECTOR'S REPORT**

**VIII. UNFINISHED BUISNESS**

FY-19 Draft Budget

# City of Bethel Port Commission Meeting Minutes

April 16, 2018

Regular Meeting 7 p.m.

Bethel, Alaska

**IX. NEW BUSINESS**

**X. COMMISSION REPRESENTATIVES COMMENTS**

**XI. ADJOURNMENT**

<b>MOVED:</b>	Comm. Murphy	Motion to Adjourn
<b>SECONDED:</b>	Comm. Pope	
<b>VOTE ON MAIN MOTION</b>	4-0 All in favor	

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: April 2018 Managers Report

- **Small Boat Harbor**
  - Snow Removal (using grader and loader)
  - Going over the Avenues that's been surveyed
- **City Dock/Beach 1**
  - Customers are still in and out of the Dock getting to their stored containers.
  - Snow removal around the tugs and barges.
  - Vitus, Faulkner, and Crowley working on their tugs and barges.
  - AML back for the Season
- **Port Office**
  - Plow snow off parking lot.
  - Quoting furniture and ordering furniture.
- **Admin**
  - Monthly Storage billing for customers.
  - Working on FY19 Budget.
  - Helping Finance Dept. w/ paper work.
  - Looking at applications for the SBH Attendants and Port Facility Attendant.
- **Seawall**
  - Fixing Cable Fencing/Welding new posts for cable fencing.
  - Pulling snow machines and 4 wheelers out of the overflows.
- **East Addition**
  - Talked w/ Faulkner and AK Logistics about upcoming Bethel Bank Stab. Project (BBSP)
- **Misc./Vehicles**
  - Safety checks along the seawall
  - Picking up as needed where needed.
  - Safety Meetings.
  - Met with the Coast Guard about spill response training, which we will have in July.

CITY OF BETHEL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 10 MONTHS ENDING APRIL 30, 2018

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PC
<u>DOCK EXPENDITURES</u>						
52-50-519 UTILITY BENEFIT	.00	5,575.42	5,575.42	11,491.00	5,915.58	4
52-50-545 TRAINING/TRAVEL	.00	996.93	996.93	5,000.00	4,003.07	8
52-50-561 SUPPLIES	.00	4,064.03	4,064.03	5,500.00	1,435.97	7
52-50-563 WEARING APPAREL	.00	424.26	424.26	1,300.00	875.74	3
52-50-601 VEHICLE MT. (PARTS & TOOLS)	.00	2,441.85	2,441.85	4,000.00	1,558.15	6
52-50-602 GASOLINE/DIESEL/OIL	.00	7,045.57	7,045.57	18,000.00	10,954.43	3
52-50-621 ELECTRICITY	.00	7,133.13	7,133.13	15,000.00	7,866.87	4
52-50-622 TELEPHONE	.00	1,791.95	1,791.95	1,000.00	( 791.95)	17
52-50-623 HEATING FUEL	.00	1,585.13	1,585.13	2,000.00	414.87	7
52-50-624 WATER, SEWER, GARBAGE	.00	10,285.62	10,285.62	12,000.00	1,714.38	8
52-50-626 WATER FOR BARGES	.00	4,438.29	4,438.29	12,000.00	7,561.71	3
52-50-642 LEGAL FEES	.00	.00	.00	5,000.00	5,000.00	100
52-50-643 PLANNING/ENGINEERING FEES	.00	.00	.00	5,000.00	5,000.00	100
52-50-661 VEHICLE MAINT/REPAIR	.00	3,173.88	3,173.88	3,037.00	( 136.88)	10
52-50-666 MUNICIPAL DOCK MAINT.	.00	1,558.49	1,558.49	5,000.00	3,441.51	3
52-50-667 MAINT-SEAWALL	.00	6,989.06	6,989.06	7,000.00	10.94	9
52-50-668 MAINT SMALL BOAT HARBOR	.00	152.29	152.29	4,000.00	3,847.71	10
52-50-669 OTHER PURCHASED SERVICES	.00	5,861.71	5,861.71	24,000.00	18,138.29	3
52-50-683 MINOR EQUIPMENT	.00	11,914.55	11,914.55	19,000.00	7,085.45	6
52-50-687 LAND/EASEMENT ACQUISITION	.00	5,588.75	5,588.75	30,000.00	24,411.25	8
52-50-696 WATERFRONT FACILITIES IMPROV	.00	.00	.00	25,000.00	25,000.00	100
52-50-721 INSURANCE	.00	8,537.45	8,537.45	16,000.00	7,462.55	5
52-50-724 DUES	.00	12.99	12.99	1,000.00	987.01	10
52-50-727 ADVERTISING	.00	223.60	223.60	1,000.00	776.40	3
52-50-736 BANK CHARGES	.00	.43	.43	.00	( .43)	100
52-50-775 MUNICIPAL DOCK GRAVEL	.00	55,947.08	55,947.08	55,000.00	( 947.08)	10
52-50-777 CONTAMINATED SOIL PROCESSING	.00	.00	.00	1,000.00	1,000.00	100
52-50-990 XFER OUT	.00	.00	.00	50,000.00	50,000.00	100
52-50-996 ADMIN OVERHEAD-IT SVCS	.00	14,541.98	14,541.98	21,887.00	7,345.02	3
52-50-998 ADMINISTRATIVE OVERHEAD-GF	.00	32,283.00	32,283.00	61,126.00	28,843.00	5
<b>TOTAL DOCK EXPENDITURES</b>	<b>.00</b>	<b>192,567.44</b>	<b>192,567.44</b>	<b>421,341.00</b>	<b>228,773.56</b>	<b>5</b>
<u>DOCK ADMINISTRATION</u>						
52-51-721 INSURANCE	.00	815.96	815.96	.00	( 815.96)	100
<b>TOTAL DOCK ADMINISTRATION</b>	<b>.00</b>	<b>815.96</b>	<b>815.96</b>	<b>.00</b>	<b>( 815.96)</b>	<b>100</b>
<u>SMALL BOAT HARBOR</u>						
52-55-519 UTILITY BENEFIT	.00	382.18	382.18	2,189.00	1,806.82	8
52-55-561 SUPPLIES	.00	1,236.98	1,236.98	1,800.00	563.02	3
52-55-563 WEARING APPAREL	.00	1,135.59	1,135.59	1,700.00	564.41	3
52-55-602 GASOLINE	.00	6,474.67	6,474.67	7,000.00	525.33	8
52-55-621 ELECTRICITY	.00	.00	.00	2,000.00	2,000.00	100
52-55-624 WATER/SEWR/GARBAGE	.00	.00	.00	10,500.00	10,500.00	100
52-55-668 SMALL BOAT HARBOR MAINTENANCE	.00	537.48	537.48	7,000.00	6,462.52	9
52-55-683 MINOR EQUIPMENT	.00	348.51	348.51	1,000.00	651.49	3
52-55-721 INSURANCE	.00	890.00	890.00	.00	( 890.00)	100

CITY OF BETHEL  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 10 MONTHS ENDING APRIL 30, 2018

MUNICIPAL DOCK

	ENCUMBRANCE	YTD ACTUAL	TOTAL	BUDGET	UNEXPENDED	PCI
52-55-775 SMALL BOAT HARBOR GRAVEL	.00	16,000.00	16,000.00	16,000.00	.00	10
52-55-799 MISCELLANEOUS EXPENSES	.00	.00	.00	250.00	250.00	
52-55-998 ADMINISTRATIVE OVERHEAD-GF	.00	17,847.00	17,847.00	27,120.00	9,273.00	6
TOTAL SMALL BOAT HARBOR	.00	44,852.41	44,852.41	76,559.00	31,706.59	5
TOTAL FUND EXPENDITURES	.00	238,235.81	238,235.81	497,900.00	259,664.19	4

CITY OF BETHEL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 6 MONTHS ENDING DECEMBER 31, 2017

MUNICIPAL DOCK

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>INTEREST &amp; 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	36,537.33	51,414.77	70,000.00	18,585.23	73.5
52-43-404 CITY DOCK-PERMITS	.00	.00	3,000.00	3,000.00	.0
52-43-405 CITY DOCK-WHARFAGE	.00	140,719.43	150,000.00	9,280.57	93.8
52-43-407 CITY DOCK-DOCKAGE	.00	11,903.04	25,000.00	13,096.96	47.6
52-43-418 SBH PETRO PORT-FUEL THRU-PUT	.00	113,853.86	220,000.00	106,146.14	51.8
52-43-424 PETRO YARD - STORAGE	409.60	1,945.60	2,000.00	54.40	97.3
52-43-426 PETRO PORT-FUEL THRU-PUT	.00	227,167.78	440,000.00	212,832.22	51.6
52-43-427 PETRO PORT-DOCKAGE	.00	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	.00	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	1,105.92	6,516.48	50,000.00	43,483.52	13.0
52-43-455 BEACH-WHARFAGE	.00	74,431.58	70,000.00	( 4,431.58)	106.3
52-43-457 BEACH-DOCKAGE	.00	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	.00	999.56	24,000.00	23,000.44	4.2
TOTAL CHARGES FOR SERVICES	38,052.85	662,056.74	1,146,700.00	484,643.26	57.7
<u>LEASE REVENUE</u>					
52-44-467 LEASE REVENUE	4,060.00	10,150.00	24,000.00	13,850.00	42.3
TOTAL LEASE REVENUE	4,060.00	10,150.00	24,000.00	13,850.00	42.3
<u>MISCELLANEOUS</u>					
52-45-464 SMALL BOAT HARBOR PERMITS	.00	1,020.00	24,000.00	22,980.00	4.3
52-45-467 EXTRA WATER CALLS	.00	9,624.00	25,000.00	15,376.00	38.5
TOTAL MISCELLANEOUS	.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	.00	1,950.00	5,000.00	3,050.00	39.0
TOTAL MISCELLANEOUS	.00	1,950.00	25,599.00	23,649.00	7.6

# 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 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.

$\$160,000 \div$  by  $\$10.94$  per short ton in the Tariff = 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***

# 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**

## 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**