

**NOTICE OF MEETING  
REGULAR MEETING**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. SYNOPSIS APPROVAL**
  - A. August 4, 2014 Meeting Synopsis **Page 3**
- 6. VISITORS**
- 7. STAFF REPORTS**
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
  - A. Homer Marine Repair Facility
    - i. Homer Marine Repair Facility BMP's and Appendices & Storm Water Pollution Prevention Plan (SWPPP) **Bring last meeting packet info**
    - ii. Haul-Out Yard Comparison **Page 7**
    - iii. Revenue Statistics **Page 9**
    - iv. Fee Schedule **Page 11**
    - v. Insurance **Page 13**
  - B. Vessel Haul-Out Task Force Meeting Schedule **Page 15**
- 10. NEW BUSINESS**
- 11. INFORMATIONAL ITEMS**
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF CITY STAFF**
- 14. COMMENTS OF THE TASK FORCE**
- 15. ADJOURNMENT NEXT REGULAR MEETING IS SCHEDULED at a Time to be Determined** in the City Hall Cowles Council Chambers located at 491 E. Pioneer Ave, Homer, Alaska.



Session 15-01 a Regular Meeting of the Vessel Haul-Out Task Force was called to order by Chair Howard at 4:00 p.m. on August 4, 2014 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: Carroll, Hawkins, Howard, Lewis, Pate

ABSENT: Hawkins, Pitzman

STAFF: Deputy City Clerk Jacobsen  
Administrative Secretary Tussey

**AGENDA APPROVAL**

Chair Howard called for approval of the agenda.

LEWIS/PATE SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA**

**RECONSIDERATION**

**APPROVAL OF SYNOPSIS**

A. September 9, 2014 Meeting Synopsis

Chair Howard called for approval of the synopsis.

CARROLL/LEWIS MOVED TO APPROVE THE SYNOPSIS

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

**VISITORS**

**STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**

**PUBLIC HEARING**

**PENDING BUSINESS**

**NEW BUSINESS**

- A. Homer Marine Repair Facility
  - i. Memo to Vessel Haul-Out Task Force from Port Director/Harbormaster Re: City of Homer's Marine Repair Facility Review of BMP's
    - a. Homer Marine Repair Facility BMP's and Appendices
    - b. Storm Water Pollution Prevention Plan (SWPPP)

Chair Howard asked the group to share their initial comments after reviewing the packet and acknowledged Administrative Secretary Tussey who was available to answer questions.

Mr. Pate said he would like to know now much revenue the haul out is making and what is projected for the future to get an idea of the economics as it sits today. He commented that the memorandum alludes to either hiring a staff person to manage the facility or bring in a third party.

Ms. Tussey said she didn't have the current revenue information but it could be available for the next meeting and that Mr. Pate is correct in that a staff person will be needed for the facility. She did not know if it would earn enough to support the staff member.

Mr. Carroll commented about his experience with being hauled out at the Wrangell facility and the cost to be pulled out and put back in was only \$1000. That will be hard to compete with and the problem is that the City isn't investing in the facility. He commented about standardized fees and that we need someone to promote our facility and let the bigger companies know we are open for business.

Mr. Stockburger agrees that we need to promote it. He recognized we may not make a lot or lose money at first as there are other bigger facilities out there. Homer has its benefits though and we need ensure that it earns enough to pay for the person running it.

Mr. Lewis questioned if there is enough protection in place for the critical habitat area. He agreed that setting up a rate structure is a big endeavor and wonders if someone with more experience should be involved.

Mr. Stockburger noted that the Port & Harbor Advisory Commission has requested Northern Enterprises to prepare a rate structure for moorage and perhaps this could be included in their scope of work.

Chair Howard commented that if the SWPPP permit is approved, that would be the highest authority they would need to comply with.

Mr. Pate added he has seen the Wrangell facility and it's terrific, but they received money to build the facility, as did Ketchikan and possibly Kodiak. He suggested they need to determine if they want to stay small and modest or swim in the deep end. He thinks given the economic climate we can't be

another Wrangell. Mr. Pate also suggested meeting one on one with the players and let them set a baseline on what they will offer.

Ms. Tussey commented that the Harbormaster and staff agree with starting small and focusing on vessels that are here but unable to haul out locally, and then grow it as funds are available. She explained that they have support for working in the critical habitat with permitting the barge mooring area. Ms. Tussey added that the survey that was sent out last year generated a lot of responses from the users who supported the harbor managing the facility and from that they have big boats asking to haul out, so it is starting to market itself. They are already scheduling for the fall.

During discussion it was clarified that the BMP document addresses what needs to be done in the event of a spill and it is also mentioned in the agreements. The SWPPP addresses what will be done for management of the facility and make reference to the BMP's. A security deposit will be required prior to hauling out. There is a worksheet to calculate the work being done and estimated cost and the security deposit is 50% of the estimated cost. It's out lined in the BMP's under legal notices that the Harbormaster reserves the right to require a 100% deposit or decline use of the facility if deemed necessary, and the conditions that could warrant a higher deposit or denial of use are also included.

There was general discussion of fees and the task force requested some comparisons. It was suggested to look at facilities similar to what Homer has or similar to what the goal is for Homer's facility. Suggested comparisons included Seward, Kodiak, Sand Point, and Valdez. They touched on annual vendor fees and circumstances when a one-time fee might be appropriate, also charging a flat fee per haul out.

The task list for the next meeting includes:

- Revenue generated to date and any projections based on fall scheduling (Harbor staff)
- Comparison of similar facility fees and are their fees covering operating costs or is the facility subsidized (Harbor staff)
- List of new fees (Harbor staff)
- Insurance suggestions (Mr. Pate)

B. Vessel Haul-Out Task Force Meeting Schedule

The group reviewed the schedule and no changes were made.

#### **INFORMATIONAL ITEMS**

#### **COMMENTS OF THE AUDIENCE**

#### **COMMENTS OF CITY STAFF**

#### **COMMENTS OF THE TASK FORCE**

Mr. Pate thanked Ms. Tussey and the harbor staff for the great work on the BMP document.

VESSEL HAUL OUT TASK FORCE  
REGULAR MEETING  
AUGUST 4, 2015

Mr. Carroll reiterated the need for a staff person to do the PR work as they are most familiar with the facility.

Mr. Stockburger agrees with the need to do PR for the facility.

Chair Howard thanked everyone for their work.

**ADJOURN**

There being no further business to come before the Task Force the meeting adjourned at 5:37 p.m. The next regular meeting is scheduled August 18, 2015, at 4:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: \_\_\_\_\_

### Comparisons for Municipally-Owned Haul-out Facilities

	Kodiak		Port Townsend		Seward		Valdez		Wrangell	
Open or Closed Yard?	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard	Open Yard
Is there a Vendor List?	Yes	Yes	Yes	Yes	Yes	No List	Yes	Yes	Yes	Yes
Vendor List Fees?	Annually \$500; One-Time \$250	An additional 3% of any improvements made to the vessel while in yard that were not made by the owner (vendor), will be charged to the owner	None Specified	None Specified	None Specified	n/a	None Specified	None Specified	None Specified	None Specified
Insurance Requirements?	Yes, most set at \$1,000,000 for owners & vendors	Yes, owners must have \$300,000 liability insurance	Yes, most set at \$1,000,000 for owners	Yes, most set at \$1,000,000 for owners	None Specified	None Specified	None Specified	None Specified	None Specified	Yes, but not specified
Haul-out Methods?	650 Ton Lift	70 Ton, 75 Ton, & 300 Ton Lifts	50 Ton & 330 Ton Lift	50 Ton & 330 Ton Lift	75 Ton Lift	75 Ton Lift	150 Ton & 300 Ton Lift; hydraulic trailer	150 Ton & 300 Ton Lift; hydraulic trailer	150 Ton & 300 Ton Lift; hydraulic trailer	150 Ton & 300 Ton Lift; hydraulic trailer
Blocking & Tarping: done by facility staff or the vessel owner?	Done by Staff; dunnage provided by facility	Done by Staff; dunnage provided by facility	Owner responsible & must provide own dunnage; Staff inspects/approves	Owner responsible & must provide own dunnage; Staff inspects/approves	Owner responsible & must provide own dunnage; Staff approves	Owner responsible & must provide own dunnage; Staff approves	Done by Staff; dunnage provided by facility, tarping is owner's responsibility	Done by Staff; dunnage provided by facility, tarping is owner's responsibility	Done by Staff; dunnage provided by facility, tarping is owner's responsibility	Done by Staff; dunnage provided by facility, tarping is owner's responsibility
If by staff, are fees included in Haul-out fees or charged separate?	Fees Included	Fees Charged Separately	n/a	n/a	n/a	n/a	Fees Included	Fees Included	Fees Included	Fees Included
Haulout Fees	up to 80' \$53.00/ft 81' - 100' \$60.00/ft 101' - 120' \$72.00/ft 121' - 150' \$85.00/ft 151' & Up \$92.00/ft	300 Ton Lift Fees: Up to 70' \$14.25/ft 71' - 89' \$15.00/ft 90' & Up \$17.20/ft	0' - 55' \$425/vessel Over 55' \$425 + \$20.00/ft	0' - 55' \$425/vessel Over 55' \$425 + \$20.00/ft	\$180 for 1st Hour Addtl. \$45.00/15min After	\$180 for 1st Hour Addtl. \$45.00/15min After	0' - 40' \$11.00/ft 41' - 58' \$12.00/ft 59' - 75' \$13.00/ft 76' - 90' \$15.00/ft 91' - 120' \$17.00/ft 121' - 140' \$19.00/ft 141' & Up \$21.00/ft	0' - 40' \$11.00/ft 41' - 58' \$12.00/ft 59' - 75' \$13.00/ft 76' - 90' \$15.00/ft 91' - 120' \$17.00/ft 121' - 140' \$19.00/ft 141' & Up \$21.00/ft	0' - 40' \$11.00/ft 41' - 58' \$12.00/ft 59' - 75' \$13.00/ft 76' - 90' \$15.00/ft 91' - 120' \$17.00/ft 121' - 140' \$19.00/ft 141' & Up \$21.00/ft	0' - 40' \$11.00/ft 41' - 58' \$12.00/ft 59' - 75' \$13.00/ft 76' - 90' \$15.00/ft 91' - 120' \$17.00/ft 121' - 140' \$19.00/ft 141' & Up \$21.00/ft
Max Vessel Size Allowed?	Up to 180 feet or 660 tons	Up to 300 tons	Up to 115 feet or 330 tons	Up to 115 feet or 330 tons	Up to 60 tons	Up to 60 tons	Up to 141 feet or 300 tons	Up to 141 feet or 300 tons	Up to 141 feet or 300 tons	Up to 141 feet or 300 tons
Upland Vessel Storage Fees	Less than 14 Days: \$2.90/ft/day Over 14 Days: \$2.65/ft/day	Lay-day Rates: Up to 70': \$0.75/ft/day 71' - 89': \$0.95/ft/day 90' & Up: \$1.15/ft/day	Less than 1 Year: \$0.10/ft/day Over 1 year: \$0.20/ft/day	Less than 1 Year: \$0.10/ft/day Over 1 year: \$0.20/ft/day	Maintenance Pad: Up to 14 Days: \$15.00/Day 15 - 30 Days: \$20.00/Day 31 Days & Up: \$30.00/Day *fees incl. water & power	Maintenance Pad: Up to 14 Days: \$15.00/Day 15 - 30 Days: \$20.00/Day 31 Days & Up: \$30.00/Day *fees incl. water & power	\$0.30/sq ft	\$0.30/sq ft	\$0.30/sq ft	\$0.30/sq ft
Storage Period Limit?	No limit; haul-out allows up to 6 vessels at one time	(Inactive storage yard available at \$6.15/ft/month) Lay-day has 5 day minimum; discount of 20% for long-term projects begins on day 91 & not retroactive	No limits; large storage area is why	No limits; large storage area is why	(Long-term storage available at different rates)	(Long-term storage available at different rates)	Short-term up to 12 months, then rate doubles	Short-term up to 12 months, then rate doubles	Short-term up to 12 months, then rate doubles	Short-term up to 12 months, then rate doubles





## Large Vessel Haul-Out Revenues/Stats

rev. 8/14/15

	# of Haul-Outs (Beach Landings)	# of Vessels in Uplands	Square Footage Total	Uplands Revenue	Landing Revenue
	<b>2013-2014 winter</b>				
August					
September					
October					
November			5,250	\$892.50	
December	-		5,250	\$892.50	\$0.00
January	-		-	\$0.00	\$0.00
February	1	-	-	\$0.00	\$234.00
March	-	2	4,575	\$777.75	\$0.00
April	5	5	32,275	\$5,486.75	\$994.50
May	3	1	2,400	\$408.00	\$0.00
June	1	-	-	\$0.00	\$0.00
July	-	-	-	\$0.00	\$0.00
	<b>2014-2015 winter</b>				
August	-	-	-	\$0.00	\$0.00
September	1	-	-	\$0.00	\$105.00
October	2	3	10,400	\$1,768.00	\$372.00
November	2	3	21,000	\$4,209.20	\$346.50
December	2	2	7,000	\$1,190.00	\$0.00
January	1	2	3,200	\$544.00	\$1,077.68
February	-	2	12,488	\$2,122.96	\$0.00
March	1	3	24,388	\$4,145.96	\$225.00
April	-	3	24,388	\$4,145.96	\$0.00
May	1	2	17,820	\$3,029.40	\$225.00
June	1	1	14,620	\$3,310.40	\$0.00
July	1	-	-	\$0.00	\$228.00
<b>Totals</b>	<b>22</b>	<b>2</b>	<b>-</b>	<b>\$32,923.38</b>	<b>\$3,807.68</b>
			Revenues YTD	<b>\$36,731.06</b>	

\*Blank cells signify missing information due to record retentions & recent changes to the haul-out record-keeping; staff now tracks the haul-out area separately from the standard storage yards & beach landings.

\*\*No. of Vessels in Uplands total is the average number amount of boats that has been in the yard at the same time; largest number of boats hauled out at one time so far has been 5 vessels.



## Homer Marine Repair Facility Fee Schedule

	Current	Proposed (left blank for members to use)
<b>Upland Vessel Storage Fee</b>	\$0.17/sq ft	
<b>Beach Landing Fee (haul-out fee)</b>	\$1.50/ft	
<b>Annual Vendor Fee</b>	-	
<b>One-Time Vendor Fee</b>	-	
<b>Harbor Labor Fee</b>	\$102.00/hr; \$51.00 min	
<b>Other:</b>		



**From:** JMichael Pate <jmichaelpate@gmail.com>  
**Sent:** Wednesday, August 05, 2015 2:21 PM  
**To:** Barbara Howard; Melissa Jacobsen  
**Subject:** Insurance

Barbara,

Here are some thoughts/suggestions/ideas regarding a format for the insurance portion of the new policies and procedures for the marine haul out venture. It should be noted that many marine policies are still written as 'manuscript' forms, i.e. they do not always address risks and/or define them in the same way, thus there can be differences from one carrier to another.

Insurance: Vendors and vessel owners must have in place insurance policies meeting coverage requirements per the following minimum guidelines. Certificates of Insurance shall be provided to the Homer Harbor Office for review and approval prior to the commencement of any work and/or activities on City owned properties. The City of Homer shall be included as a named insured on said policies and all rights of subrogation against the City shall be waived by vendors, vessel owners and their respective insurance carriers. (These waivers of subrogation may be difficult to secure and thus we may not want to include this stipulation. It simply provides an additional layer of protection for the City.) All vessel owners and/or vendors shall be personally liable for any and all insurance deductibles which may be applicable to insurance policies fulfilling the insurance requirements outlined below.

Minimum Coverage	Vendors	Vessel Owners
General Liability including all general operations and products and completed operations	\$1,000,000 per occurrence \$2,000,000 aggregate	If Applicable
Broad Form Pollution Liability	\$1,000,000 per occurrence	\$1,000,000 per occurrence
Marine P&I including all crew and each vessel	If Applicable	\$1,000,000 per occurrence
Statutory worker's compensation including Section B at a minimum of level of \$1,000,000 and a USL&H endorsement	Required	If Applicable
Hull & Machinery	If Applicable	Agreed Vessel Value

Just some thoughts. Let me know if you have questions etc.

Thanks,

Mike



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Clerk

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## Memorandum

TO: VESSEL HAUL-OUT TASK FORCE

FROM: MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

DATE: AUGUST 14, 2015

SUBJECT: TASK FORCE MEETING SCHEDULE

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The Monday August 31<sup>st</sup> meeting can be scheduled to Tuesday, September 1<sup>st</sup> if the group is willing to meet at 5:00 pm upstairs in the conference room.

Tuesday, August 4<sup>th</sup>

Tuesday, August 18<sup>th</sup>

Monday, August 31<sup>st</sup>

Thursday, September 10<sup>th</sup>

Wednesday, September 23<sup>rd</sup> – Report to Port & Harbor Commission

Monday, October 12<sup>th</sup> – Report to City Council