

**DOCKS & HARBORS
FINANCE SUB-COMMITTEE
MEETING**

Wednesday, January 13th, 2021
Via Zoom Meeting

<https://juneau.zoom.us/j/93699126584?pwd=RUNwNHRCWGo2UGlwMzdkVFhZbDZ0Zz09>

Or Via Phone (253) 215-8782
Meeting ID: 936 9912 6584
Passcode: 793964

- I. Call to Order** – January 13th, 2021 at 5:00pm
- II. Roll Call** (Chris Dimond, James Becker, David Larkin, Don Etheridge and Bob Wostmann)
- III. Approval of Agenda**
- IV. Public Participation on Non-Agenda Items** (not to exceed five minutes per person, or twenty minutes total time)
- V. Approval of Monday, November 30th, 2020 Finance Sub-Committee Meetings Minutes.**
- VI. Items for Information/Discussion**
 1. FY21 – General Ledger (GL 290) Review – through December 2020
 2. FY21/22
 - a. D & H Operational Budget Overview
 - b. D & H Graphic Trends
 3. The following are provided by CBJ Finance Department updated by D & H staff
 - a. FY21 D & H Staffing Detail
 - b. FY21 D & H Travel & Training
 4. The following are provided by CBJ Finance Department updated by D & H staff
 - a. Equipment Replacement Reserve Schedule
 - b. FY22 Docks Staffing Schedule
 - c. FY22 Harbors Staffing Schedule
 - d. FY22 Docks Travel & Training
 - e. FY22 Harbors Travel & Training
 - f. FY21/22 Docks Expenditures
 - g. FY21/22 Docks Revenues
 - h. FY21/22 Harbors Expenditures
 - i. FY21/22 Harbors Revenues
 5. CBJ FY2022 Departmental Summary
 - a. Docks
 - b. Harbors
- VII. Next Meeting** – TBD
- VIII. Adjournment**



DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES

Monday November 30th, 2020

- I. Call to Order** – Mr. Wostmann called the November 30th Finance Sub-Committee meeting to order at 5:00 pm via Zoom Meeting.

II. Roll Call

The following members were present via zoom or in the Port Director's conference room: James Becker, Chris Dimond, David Larkin, Don Etheridge, and Bob Wostmann.

Also present were the following: Carl Uchtyl – Port Director, Matt Creswell – Harbormaster, Teena Larson – Administrative Officer, and Tiara Ward – CBJ Finance Accountant

III. Approval of Agenda

THE AGENDA WAS APPROVED AS PRESENTED.

IV. Participation on Non-Agenda Items - None

- V. Approval of October 15th, 2020 Finance Sub-Committee Minutes** – Hearing no objection the minutes of October 15th, 2020 are approved as presented.

VI. Items for Information/Discussion

1. Estimated Statter Harbor expenses related to charter vessel operations

Mr. Uchtyl said he was asked from this Committee to separate costs attributable to the charter operations at Statter Harbor. What does it cost our staff through time and resources to support the charter operations at Statter Harbor? This is a difficult task because none of the user groups believe they are a burden on the operating costs. On page 15 in the packet is a memo that show costs attributable to Statter Harbor For-Hire Charter operations. In paragraph two, he estimates 75% of all Harbor operations at Statter Harbor are for the Statter Harbor facility which is \$1.3M of the annual operating costs or roughly \$100K/month. Broken down further, he estimated 1/3 of the \$1.3M is directly for charter operations for efforts to maintain Statter Harbor which results in a reasonable amount of \$150K. Mr. Uchtyl said the other way he looked at the costs associated with charter operations was to assume one Harbor Officer and one Harbor Technician are fully engaged with charter operations seven days a week from early morning to 8pm in the evening, the administrative portion is approximately a quarter of the seasonal time spent permitting, and monthly passenger billing. The port-a-potties are primarily at Statter Harbor for the charter operations which is five at \$855.50 per month. He assumed 75% of the restroom supplies and water/waste water is used directly on the charter operations. For the refuse disposal he estimated 25% of the total cost is for the charter operations.



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The sweeping and striping of the bus lot is a lump sum with 100% associated with the charter operations. Adding all of these costs together are \$133K which is in line with the \$150K estimated in paragraph two of the memo.

Mr. Wostmann asked if the Harbor Officer, Harbor Technician, and the Administrative costs include benefits?

Mr. Uchytel said they include benefit costs.

Mr. Wostmann said there are two components to the fees associated with the charter operations. One being the direct costs that were identified in the memo and either using the \$150K or the \$133K, and the other being the capital costs for the facility that is being built for the charter operations. He said he has been doing some calculations to determine a depreciation cost and he estimates \$270K annually which may not be a good number right now because he used the standard straight line depreciation and it may not be calculated this way. There was previous discussion about reimbursement from the charter operators for about half of the capital costs which is around \$137K. These are estimated numbers to have something to work with and think about. He said taking the \$137K and adding the \$150K it comes to a little under \$300K annually. Currently, the inspected vessels paid in fees \$225K. Using these numbers, there could be an approximate fee increase of 30% to get to the \$300K from the \$225K. If this approach seems reasonable, staff would need to work with CBJ Finance to figure out how they do the depreciation to get an accurate number. The 30% increase could possibly be carried out over a few years.

Mr. Etheridge asked if the numbers used for replacement is for the full cost of the Statter Harbor For-Hire facility or just the 25% that Harbors has to provide?

Mr. Wostmann said that is the full cost of the project. This would be paying off the full investment of the facility so the funds can be set aside to replace the facility 50 years from now. He put these numbers together to get a general scope of what the Committee wanted to do. Another calculation he was working with was the estimated 80,000 passenger that go on whale watching tours at \$150 per person he estimates the charter operators receiving revenue of \$12M. The \$300K contribution from the fleet as a whole seems like a reasonable cost. Providing this vastly improved facility, the charter operators should predict there would be an increase in fees.

Mr. Larkin asked if the charter operators asked for the new facility or is this something Docks & Harbors decided to do?

Mr. Uchytel said it is a little bit of both. Statter Harbor is the highest requested facility. Staff knows the demand exceeds capacity and the charter operators has brought up that



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they need a place to tie up every night. The charter operators have indicated they are a value to the community and they provide some of the economic engine of tourism. The charter operators has requested additional facilities and staff has seen how packed Statter Harbor can be. Staff looks at this as a win/win because it provides a place for the charter operators but it also relieves the stress for others to use Statter Harbor.

Mr. Larkin said the raising of the fees will be a little easier knowing this facility was built from their request.

Mr. Wostmann said he was a charter operator and he avoided Statter Harbor whenever he could to avoid the congestion during the summer. He said his perspective of this facility is that it is going to be a huge improvement.

Mr. Etheridge said when he was a charter operator he would never go to Statter Harbor due to congestion. If there was not space of the IVF downtown they would anchor out and lighter back and forth with skiffs.

Mr. Becker said this will be a great benefit for the charter operators. He asked what the estimate for adjustment was going to be and how the phasing in over a few years would work?

Mr. Wostmann said his rough numbers were estimated off the entire investment of \$14.7M and over a 50 year amortization so the amount that will be going toward that in a given year is about 2%. If the idea is to just pay back the City's portion, they would probably want to be reimbursed a whole lot sooner. The phasing over a few years idea would be to do increments of 10% over a few years.

Public Comment –

Brent Bitterman, Alaska Luxury Tours

Mr. Bitterman asked if this project is paid for by cruise ship head tax money?

Mr. Uchytel said three quarters of the funding for this project is from head tax and one quarter from local sources.

Mr. Bitterman said the reason he believes this is important is when you talk about raising fees. He said regarding the idea of the facility being paid for by the charter industry because it would not need to be built if it was not for the charter industry being there, it is already being paid for by the cruise lines so it seems like it is double dipping from his perspective. To pass along a rate increase does not seem fair in his estimation.

Kirby Day, Juneau, AK

Mr. Day said he was making sure there would be no increase in calendar year 2021.



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Mr. Wostmann said that is correct and this would not take effect until 2022.

Mr. Day said as operators, we all want to keep our costs down especially given the uncertainty of where we are today. It is important to remember that if we did not do this project that was three quarters of the way funded by passenger head tax, in all likelihood, the City would have had to cap this business and limit the capacity because we were out of room and out of residential patience. This project does benefit the charter operators, the cruise industry, the passengers, and the residents. He said in general, most operators do not want their costs to increase right now but it may be a good idea to sit down with the operators after the first of the year and talk through thoughts and ideas on how to have a fee increase over the next five years. Given the uncertainty that may creep into 2022, maybe have a gradual increase for that year and a normal increase in the following years. He is not speaking for the operators. This comes out of their bottom line and in turn needs to charge the guest as well. He asked if it was the intent to make up this increase based off the per passenger or also on the moorage, or both?

Mr. Wostmann said what the increase is based off is undecided. He agrees that the charter operators need to be involved in the discussion and could be over the next six to nine months. Ultimately, the Committee is looking for a fee structure to have in place in 2022 but if there still is not a full season we would undoubtedly not raise the fees or raise them a lot less. In correcting his earlier statement, only 1% of the value would be depreciated because we are looking at half the value. There are multiple ways to approach this reimbursement or even if that is something the Committee wants to do.

Mr. Etheridge said there will be several meeting if there is a proposed fee increase and a lot of opportunity for public comment.

Mr. Wostmann asked about Mr. Uchytel's memo dated October 15th. In the last sentence in paragraph one which says, "We have sufficient Harbors Enterprise match for Phase III(A) and III(C)", but what about III (B)?

Mr. Uchytel said that is an error, it should say Phase III(A) and III(B). Harbors does not have enough funds for Phase III(C).

Mr. Wostmann asked why the uninspected vessels will not be operating in the new facility?

Mr. Uchytel said this is an attempt to maximize or manage the new facility as best as possible.

2. CY22 Statter Harbors For-Hire Fee Rate Discussion- This was discussed in the previous item.



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3. FY21 Docks and Harbors Budget Review

Mr. Uchytel said the Docks & Harbors revenue and expense projections was put together today for FY21. Looking at the Docks projections, staff is estimating \$785,628 in revenue and \$1,321,413 in expense and this will leave Docks with a deficit of \$535,785. At some point staff will need to go forward to the Assembly and ask for fund balance money to cover the deficit. Mr. Uchytel said looking at the Harbors projections, staff is estimating \$4,393,680 in revenue and \$3,979,833 in expense this will leave \$413,847 up in revenue at the end of FY21.

4. FY22 Budget Process Calendar

Mr. Uchytel said this is the first year the Finance Department provided this calendar and he wanted to share this with the Board. He pointed out important dates for the Board. By Charter, the date the Assembly is required to approve the budget is June 15th. The process is broken down into three waves with Docks & Harbors in wave 3. The MPF requests are due January 4th, December 7th is the first round of training for the budget process and provide the spreadsheets to be completed by the Department. On January 25th is when the spreadsheets are due to finance with the updates for this current fiscal year FY21 and make changes to the next fiscal year FY22. Once the Finance Department has the budget updates they will add their portion of the budget numbers, such as debt service, interest, and make other appropriate adjustments. The City Manager will schedule a presentation from Docks & Harbors to address Assembly concerns with our budget. This date is typically in March or April and then all the budgets are approved at the June 15th deadline. He said Tiara Ward is our Finance Accountant who is also on this zoom meeting if you have any questions.

Ms. Ward said this is a new schedule for the Finance Department as well due to our new budget analyst. The plan is to have the budget completed earlier so as to not be scrambling at the last minute City-wide.

Mr. Wostmann said he would like to focus on the dates from December 7th to January 25th. December 7th is the date staff receives the working spreadsheets to update and January 25th is when they need to be submitted to Finance. During this time there will need to be a Finance Sub-Committee meeting, an Operations meeting, and a Board meeting in order to approve the budget numbers for submission.

Mr. Uchytel said if we did not complete all the meetings before the January 25th deadline it would be okay. We have an Operations meeting on January 20th and the Full Board on January 28th. He is sure the Finance Department would accept the working draft that we could have approved at the January 28th Board meeting.



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Ms. Ward said if the Board needed a little more time that would be appropriate. The goal is to have most of a budget ready so the Manager's office can look at all the needs and set the MPF and CIP schedules. She believes the January 28th date would be fine.

Mr. Wostmann asked when staff would have a preliminary review of the budget with the Finance Sub-Committee?

Mr. Uchytel said the 20th of January is the Operations Committee meeting and recommended having a Finance Sub-Committee review anywhere between the 6th and the 14th of January.

Mr. Wostmann asked Mr. Uchytel to send out a doodle poll for the dates between January 6th and the 14th.

Mr. Uchytel asked what level the Committee wants to see the budget. The Assembly approves a very high level biennial review.

Mr. Wostmann said the Sub-Committee should get into the weeds that leads up to the total budget which he believes is the duties of the Finance Sub-Committee. In part so when this goes to the Operations and the Full Board there is not a need for the Board as a whole to dig into the detail items again. He wants to review all the detail line items and believes this could be a two part process. Staff could send out the draft budget to the Finance Sub-Committee members to have a little time to review it before the meeting date.

Mr. Uchytel said he will send out a doodle poll for the January 6th to the 14th time period.

5. Graphic ideas to communicate to the Docks & Harbors Board

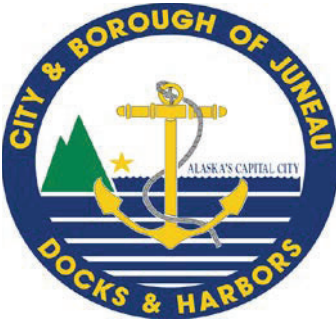
Mr. Uchytel said he had a discussion with Mr. Wostmann, Mr. Etheridge and Mr. Ridgway about better way to communicate the financial health of Docks & Harbors on a periodic basis. He said he has nothing to present and is asking what the members would like to see with the budget numbers.

Mr. Becker said he would like to have a one on one to get caught up on budget numbers with Mr. Uchytel.

Mr. Wostmann said he wanted to pull some other reports that had some effective graphics but he was unable to find the time for that for this meeting but he would like this topic on the next agenda. If any other members have a finance report they would like to see to please send it to Mr. Uchytel.

VII. Next Meeting – January meeting TBD.

VIII. Adjournment – The Finance Sub-Committee Meeting adjourned at 6:15 pm.



Port of Juneau

From: Teena Larson
To: Docks & Harbors Sub-Finance Committee
Date: January 8th, 2021
Re: FY21 & FY22 Docks and Harbors Budget Overview

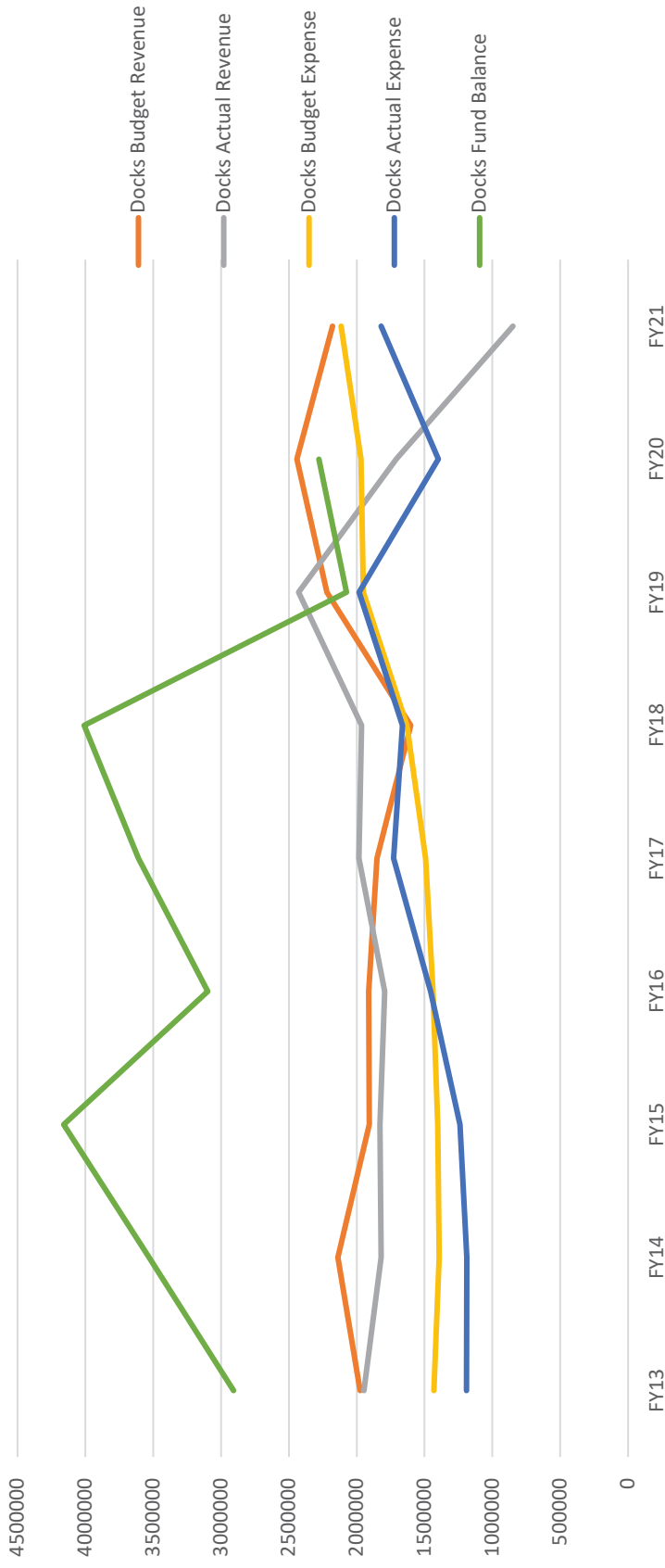
The FY21 Docks and Harbors estimated budget numbers have been updated as of January 7th, 2021.

	FY21 Docks Updated	FY22 Docks Updated
Projected Revenues	\$848,500	\$1,768,500
Projected Expense	(\$1,819,800)	(\$1,958,700)
Fund Balance Draw	(\$971,300)	(\$190,200)
Beginning Fund Balance	\$2,588,939	\$1,617,639
Ending Fund Balance	\$1,617,639	\$1,427,439

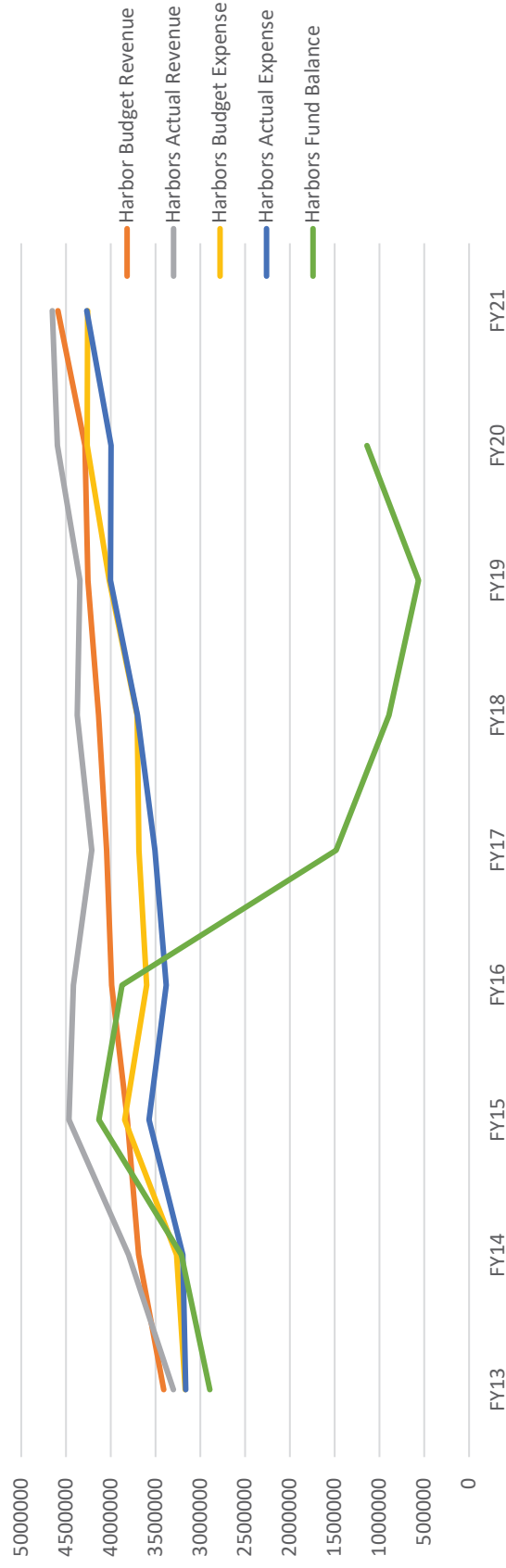
	FY21 Harbors Updated	FY22 Harbors Updated
Projected Revenues	\$4,653,124	\$4,642,500
Projected Expense (includes Debt Service)	(\$4,268,250)	(\$4,450,600)
Debt Service	(\$738,100)	(\$737,600)
Other Financing Uses	(\$10,000)	(\$10,000)
Increase in Fund Balance	\$374,874	\$181,900
Beginning Fund Balance	\$1,139,312	\$1,514,186
Ending Fund Balance	\$1,514,186	\$1,696,086
Less Reserve	(\$749,500)	(\$749,500)
Ending Available Fund Balance	\$764,686	\$946,586

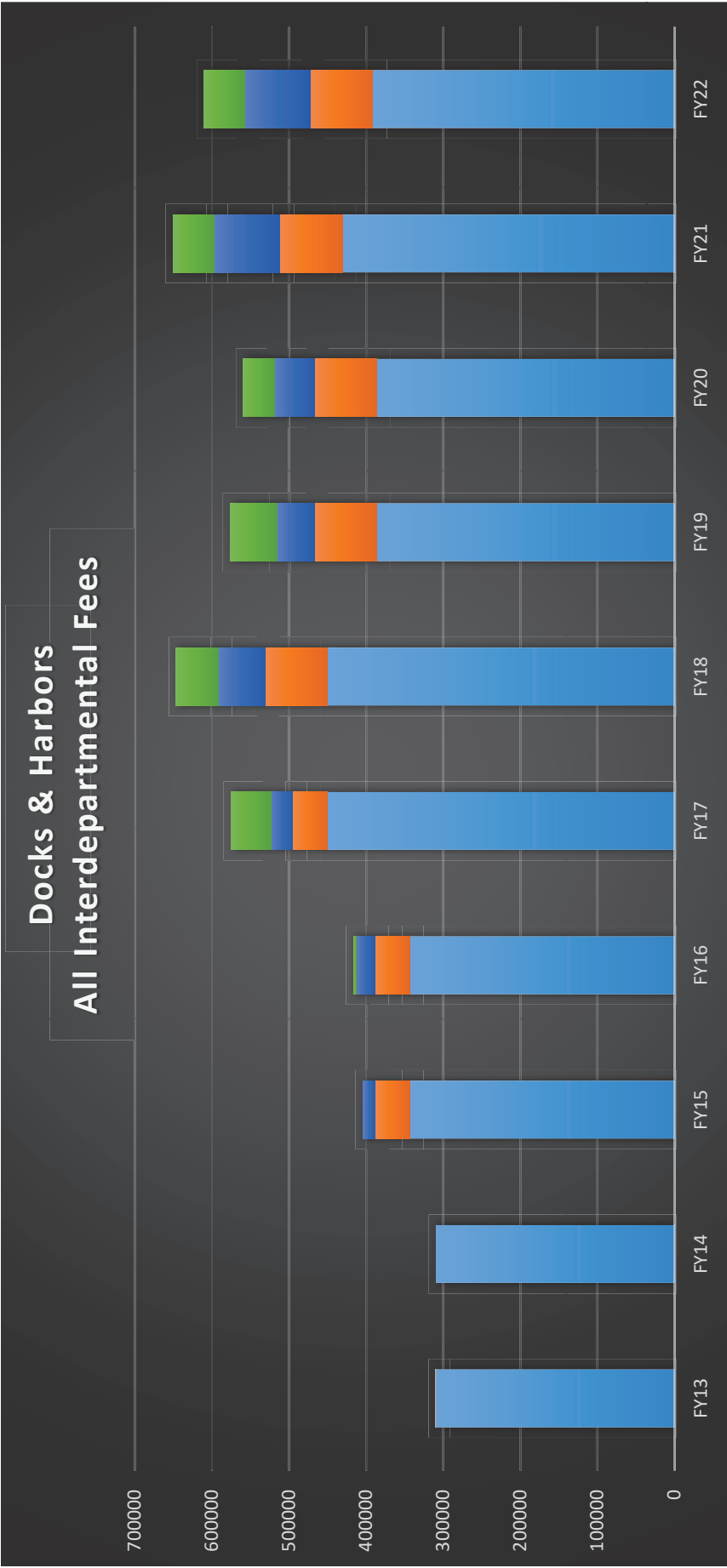
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Docks Funds Overview



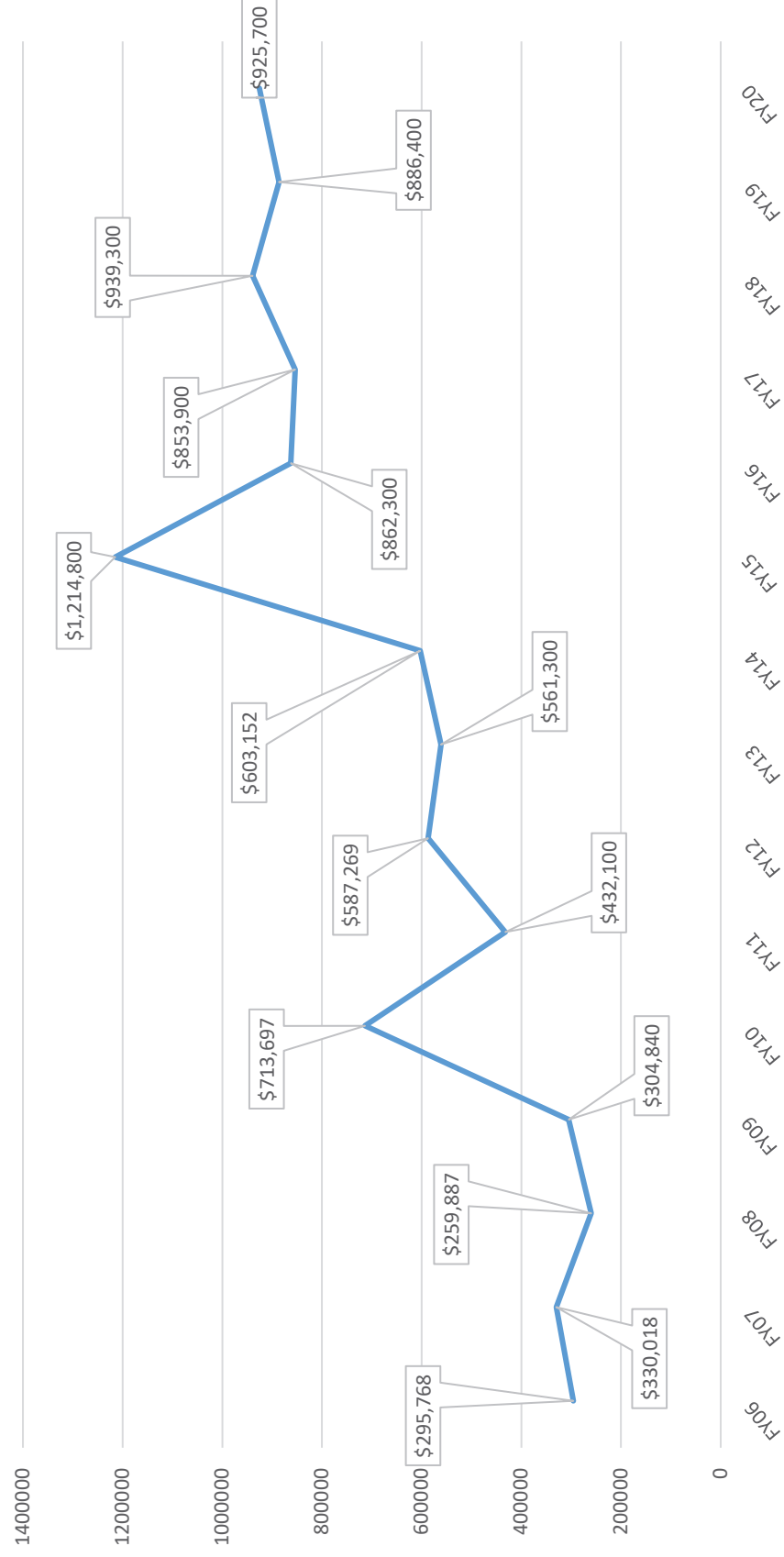
Harbors Funds Overview



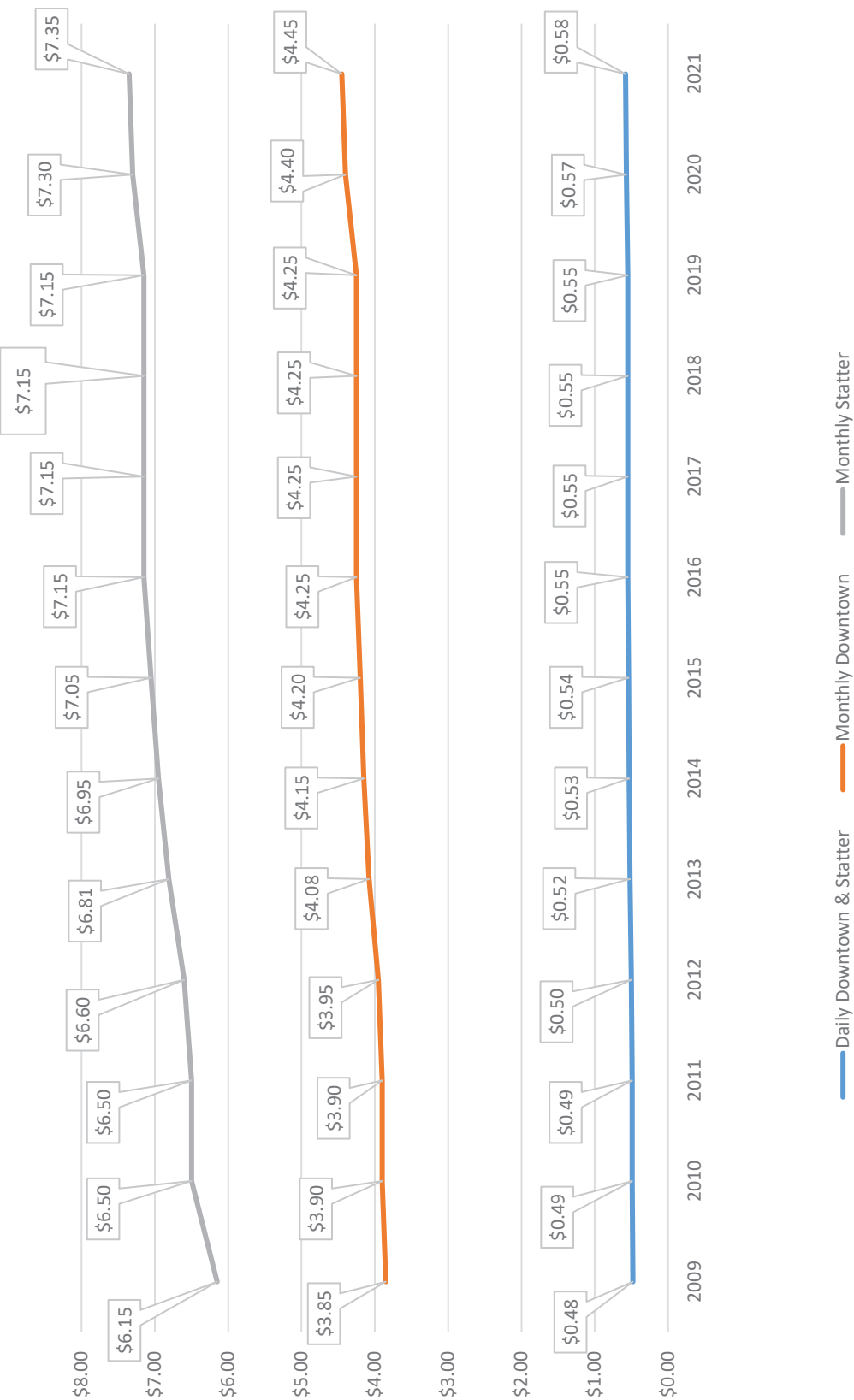


	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22
Interdepartmental	\$ 309,600	\$ 309,600	\$ 343,800	\$ 343,800	\$ 450,400	\$ 450,400	\$ 386,400	\$ 386,400	\$ 430,800	\$ 391,600
D&H Landscape	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ 45,000	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000	\$ 81,000
D&H Bldg Maint	\$ -	\$ -	\$ 15,807	\$ 24,318	\$ 28,322	\$ 60,836	\$ 48,527	\$ 51,300	\$ 85,900	\$ 85,000
D&H Fleet Maint	\$ -	\$ -	\$ 0	\$ 3,660	\$ 51,661	\$ 54,391	\$ 60,547	\$ 41,000	\$ 53,000	\$ 53,000
	\$ 309,600	\$ 309,600	\$ 404,607	\$ 416,778	\$ 575,383	\$ 646,627	\$ 576,474	\$ 559,700	\$ 650,700	\$ 610,600

Lease Revenue Trends



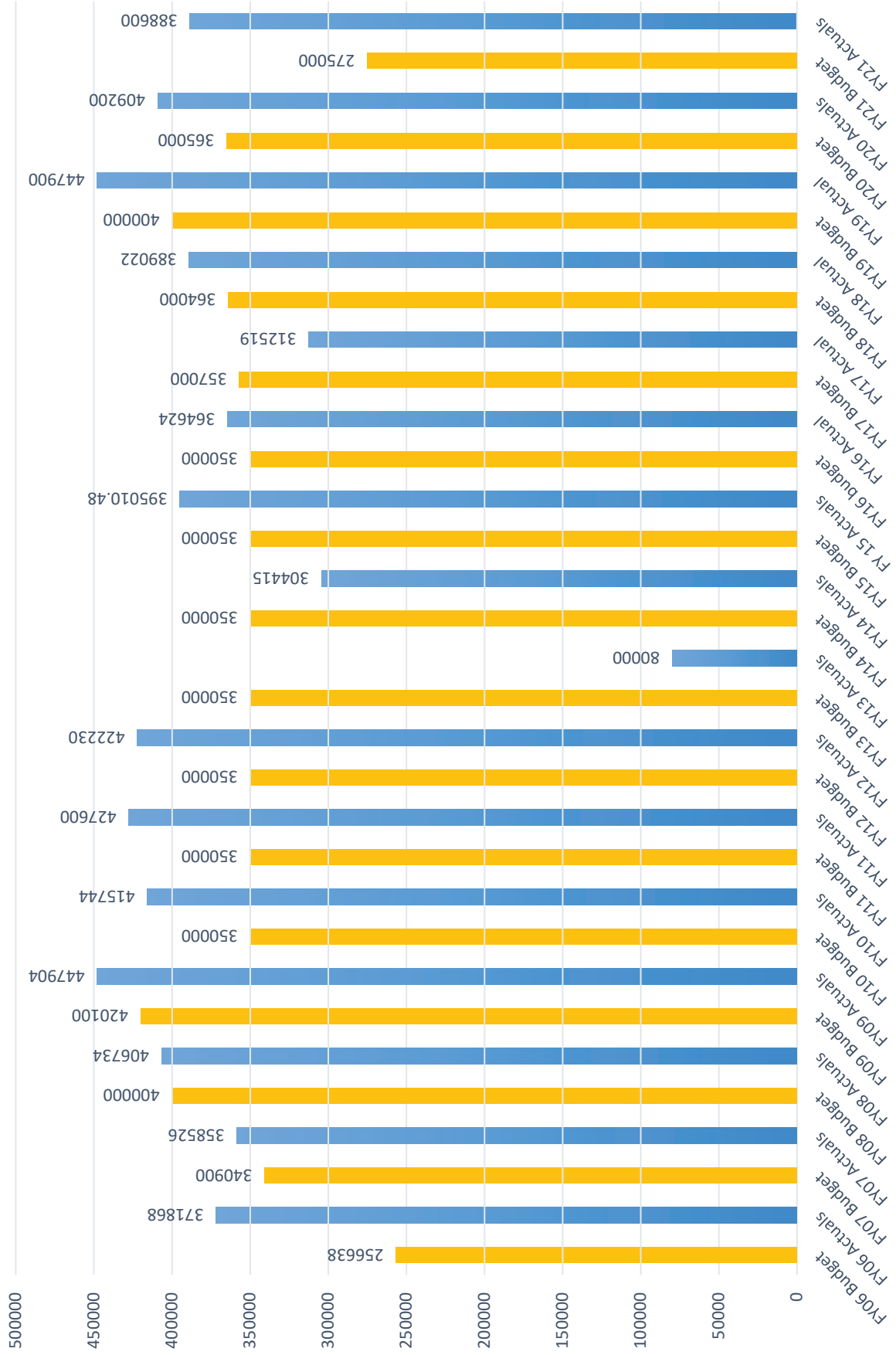
Moorage Rate Trends



Docks & Harbors Personnel Costs



State Shared Revenue



[illegible]

FY21 Docks Training			FY21 Harbors Training
PCC	Carl	\$2,000	AM/I/AMM Matt C \$2,500
AM/I/AMM	Matt C	\$2,500	Various Web Training split between D&H \$1,000
Various Web Training		\$1,000	OSHA \$1,250
OSHA		\$1,250	
		\$6,750	
Docks Contractual Training			Harbor Contractual Training
Security	Marine Exch	\$1,400	Hazwhopper SEAPRO \$1,200
Flagger	ATSSA	\$800	CPR Southeast Ext \$1,100
CPR	Southeast Ext	\$1,600	
		\$3,800	
Business Travel			
DC & Anch	Carl	\$2,650	(DC est \$2,000, Anch est \$650)
		\$2,650	

Equipment Replacement Reserve Schedule - Docks & Harbors

updated: 01/12/21 TBL

Spurline	Equipment Number	Equipment Description	Equipment Type	VIN	Year Purchased	Useful Life	FY19 Actuals	FY20 Budget	FY20 Actuals	FY21 Adopted Budget	FY21 Projected Actuals	Approved Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget	FY25 Proposed Budget	FY26 Proposed Budget	FY27 Proposed Budget	FY28 Proposed Budget	FY29 Proposed Budget	FY30 Proposed Budget	FY31 Proposed Budget	FY32 Proposed Budget	
037/2271 1B	Decks																							
	DH-404	Ford F150(replaced S10)	TRUCK	1FTWF1E88GFC90256	2016	10												30,000.00						
	DH-103	PORT BOAT Joe G	BOAT	TZWJ0L24F-404	2004	21																		
	DH-103H	PORT BOAT ENGINE	OUTBOARD		2015	10																		
	DH-107	JOHN DEERE	GATOR	2013/Aused	2009	15								17,500.00										
	DH108	DEERE TRACTOR	TRACTOR	X749	2019	10																		
	DH-811 Split D/H	Case Loader	821B	JE0052904	2016	9																		
	DH-110 Split D/H	CAT 906 LOADER	EQUIP	62501474	2002	15														25,000.00				
	Harbors																							
	DH-412	Chevy GMC 1500 Sierra	TRUCK	1GTRN2LC2H2L27619	2017	15	27,765.00																	
	DH-405H	CHEVROLET 3500	TRUCK	1GBU43HR4F474942	2016	14															54,000.00			
	DH-405H	Monroe w/405H	dumpled	15-08-12376	2016																			
	DH-405H	FUNK SANDER w/405H	EQUIP/SANDER	1573	2015	12																		
	DH-136	WESTERN SANDER	EQUIP	8595	2002	3																		
	DH-401H	Model P-8	Quality Equip Sander w/401	133070	2010	5																		
	DH-322	Husqvarna R-322	Tractor/Stow Blower/mower	20181000080	2020	10				8,699.85														
	DH-110 Split D/H	CAT 906 LOADER	EQUIP	62501474	2002	15																		
	DH-401	Case Loader	821B	JE0052904	2016	9																		
	DH-401	Ford F350 Harbed	Truck	1FDWX3HRJAIA97963	2009	14																		
	DH-109	HONDA TRACTOR	TRACTOR	QH3-10A0734	1995	10			20,000.00															
	DH-401H	Snowblower	10732A	2015	5				10,000.00															
	DH-401H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4													9,000.00					
	DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																		
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DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	2008	4																			
DH-116H	ROSS BLADE A/B	SNOWBLOW	8C020523-on 401	20																				

		FY19 Actuals	FY20 Budget	FY20 Actuals	FY21 Adopted Budget	FY21 Projected Actuals	FY21 Approved Budget	FY22 Proposed Budget	FY23 Proposed Budget	FY24 Proposed Budget	FY25 Proposed Budget	FY26 Proposed Budget	FY27 Proposed Budget	FY28 Proposed Budget	FY29 Proposed Budget	FY30 Proposed Budget	FY31 Proposed Budget	FY32 Proposed Budget
	TOTAL DEPT:																	
	Balance brought forward	87,181.00	105,257.43	105,257.43	131,057.58	131,057.58	122,487.51	107,487.51	107,487.51	124,987.51	159,987.51	84,487.51	89,487.51	77,987.51	127,987.51	132,987.51	106,487.51	131,487.51
	Proceeds from surplus sales/insurance	14,333.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Net Interest & Full Cost Allocation	2,700.00	-	4,500.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual contributions	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	35,000.00	35,000.00	35,000.00	35,000.00	45,000.00	45,000.00	45,000.00	50,000.00	55,000.00	55,000.00	55,000.00	55,000.00
	Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual purchases	28,957.00	30,000.00	8,699.85	40,000.00	38,570.07	50,000.00	17,500.00	17,500.00	-	120,500.00	40,000.00	56,500.00	-	50,000.00	81,500.00	30,000.00	130,000.00
	Ending balance	105,257.00	105,257.43	131,057.58	121,057.58	122,487.51	107,487.51	124,987.51	124,987.51	159,987.51	84,487.51	89,487.51	77,987.51	127,987.51	132,987.51	132,987.51	131,487.51	156,487.51
	Check	105,257.43	105,257.43	131,057.58	121,057.58	122,487.51	107,487.51	124,987.51	124,987.51	159,987.51	84,487.51	89,487.51	77,987.51	127,987.51	107,987.51	41,487.51	86,487.51	101,487.51
	Decks																	
	Balance brought forward	25,076.00	60,793.77	60,793.77	73,093.77	73,093.77	83,093.77	83,093.77	93,093.77	85,593.77	95,593.77	73,093.77	88,093.77	73,093.77	88,093.77	80,593.77	98,093.77	115,593.77
	Proceeds from surplus sales/insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Net Interest & Full Cost Allocation	1,000.00	-	2,300.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual contributions	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	15,000.00	15,000.00	15,000.00	15,000.00	17,500.00	17,500.00	17,500.00	17,500.00
	Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual purchases	(24,718.00)	-	-	-	-	-	-	17,500.00	-	37,500.00	-	30,000.00	-	25,000.00	-	-	130,000.00
	Ending balance	60,793.77	70,793.77	73,093.77	83,093.77	83,093.77	93,093.77	85,593.77	93,093.77	95,593.77	73,093.77	88,093.77	73,093.77	88,093.77	80,593.77	98,093.77	115,593.77	103,093.77
	Harbors																	
	Balance brought forward	62,105.00	44,463.66	44,463.66	57,963.81	57,963.81	39,393.74	14,393.74	14,393.74	39,393.74	64,393.74	11,393.74	1,393.74	4,893.74	39,893.74	52,393.74	8,393.74	15,893.74
	Proceeds from surplus sales/insurance/transfers	14,333.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Net Interest & Full Cost Allocation	1,700.00	-	2,200.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual contributions	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00	25,000.00	25,000.00	25,000.00	25,000.00	30,000.00	30,000.00	30,000.00	35,000.00	37,500.00	37,500.00	37,500.00	37,500.00
	Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Annual purchases	53,675.00	30,000.00	8,699.85	40,000.00	38,570.07	50,000.00	50,000.00	50,000.00	-	83,000.00	40,000.00	26,500.00	-	25,000.00	81,500.00	30,000.00	-
	Ending balance	44,463.66	34,463.66	57,963.81	37,963.81	39,393.74	14,393.74	39,393.74	39,393.74	64,393.74	11,393.74	1,393.74	4,893.74	39,893.74	52,393.74	8,393.74	15,893.74	53,893.74

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530510101.5362 / 602790247-4300
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602790247-5510

FY2022 Docks Staffing Detail

POS#	Workday Hours	FTE	Split FTE	Pay Range	Pro Pay Step (CCFR Only)	Class Title	Employee	Vacancy Status	Wage Change Date	1st Step Rate	1st Step Hours	1st Step Wages	2nd Step	2nd Step Rate	2nd Step Hours	2nd Step Wages	Total Wages	H&W	Other Benefits	Co-Pay Health Insurance (M&A only)	Total Wages & Benefits
60010	7.5	0.25		21		ENG/ARCH I	VACANT	TO BE FILLED		41.25	489	20,187	1	41.25	152	7,702	20,187	-	1,746	-	21,933
20147	7.5	1.00	(0.90)	21		ENG/ARCH I	SILL, MATTHEW		9/21/2021	48.58	44	2,134	7	50.73	1215	7,702	9,836	1,835	2,951	-	14,622
20147	7.5	1.00	(0.20)	21		ENG/ARCH I	SILL, MATTHEW		9/21/2021	48.58	351	17,072	7	50.73	1,215	61,615	78,688	14,681	23,606	-	116,975
20153	8.0	1.00	(0.10)	22		ENG/ARCH II	SCHAA, ERICH E		9/27/2021	56.55	453	25,593	9	59.03	1,427	84,214	109,807	16,516	32,942	-	159,265
20135	7.5	1.00		19		ENG/ARCH ASSOC.	VACANT	TO BE FILLED		37.39	1,958	73,191	2	37.39	-	-	73,191	18,352	21,957	-	113,500
20043	7.5	1.00	(0.50)	16		ADMIN OFFICER I	LARSON, TEENA B		10/25/2021	39.92	979	39,072	9	39.92	668	15,311	22,206	9,176	11,722	-	59,969
20051	7.5	1.00	(0.50)	10		ADMIN ASSISTANT I	WOLF, MARY			22.19	311	6,895	5	22.92	68	-	-	-	-	-	38,044
20431	7.5	0.50		15		HARBOR OFFICER	TODDEN, MONICA			28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20430	7.5	0.50		15		HARBOR OFFICER	MATHESON, JOHN			29.75	979	29,118	3	29.75	-	-	29,118	9,176	8,735	-	47,029
60206	7.5	0.33		10		HARBOR TECHNICIAN-PTL	VACANT	TO BE FILLED		20.12	646	12,997	1	20.12	-	-	12,997	-	1,124	-	14,121
60206	7.5	0.33		10		HARBOR TECHNICIAN-PTL	ENGLISH, CHRISTIAN			20.78	646	13,423	2	20.78	-	-	13,423	-	1,161	-	14,584
60206	7.5	0.33		10		HARBOR TECHNICIAN-PTL	VACANT	TO BE FILLED		20.12	646	12,997	1	20.12	-	-	12,997	-	1,124	-	14,121
20274	7.5	1.00		17		PORT OPERATIONS SUPERVISOR	HINTON, SCOTT		7/19/2021	36.20	96	3,491	6	37.39	1,861	69,585	73,076	18,352	21,923	-	113,351
20317	8.0	1.00	(0.50)	25		PORT DIRECTOR	UCHTYL, CARL J.		8/2/2021	75.05	91	6,862	11	78.40	953	74,682	81,543	9,176	24,463	-	115,182
20431	7.5	0.50		15		HARBOR OFFICER	MCKEOWN, SEAN			28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20016	7.5	0.42	(0.21)	10		ADMIN ASSISTANT I	VACANT	TO BE FILLED		20.12	411	8,271	1	20.12	-	-	8,271	3,854	2,481	-	14,606
20431	7.5	0.50		15		HARBOR OFFICER	WOOLMAN-MORGAN, QUINTON			28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20206	7.5	0.50		10		HARBOR TECHNICIAN	WENINGER, ROBERT			21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20206	7.5	0.50		10		HARBOR TECHNICIAN	VACANT	TO BE FILLED		20.78	979	20,338	2	20.78	-	-	20,338	9,176	6,102	-	35,616
20206	7.5	0.50		10		HARBOR TECHNICIAN	MILLER, JAMES			21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20202	7.5	0.50		15		HARBOR OFFICER	TURNER, DANIEL			28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20206	7.5	0.50		10		HARBOR TECHNICIAN	MIKESELL, SARAH			21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20209	8.0	1.00	(0.50)	22		HARBORMASTER	CRESWELL, MATTHEW		4/11/2022	54.15	811	43,939	8	56.55	233	13,152	57,091	9,176	17,127	-	83,394
		15.49	(3.41)							17.387	524,409			6,507	326,261		850,670	192,875	239,701	-	1,283,246

POS#	Workday Hours	FTE	Split FTE	Pay Range	Pro Pay Step (CCFR Only)	Class Title	Employee	Vacancy Status	Wage Change	1st Step Rate	1st Step Hours	1st Step Wages	2nd Step	2nd Step Rate	2nd Step Hours	2nd Step Wages	Total Wages	H&W	Other Benefits	Co-Pay Health Insurance (M&A only)	Total Wages & Benefits
60206	7.5	0.33		10		HARBOR TECHNICIAN-PTL	VACANT	TO BE FILLED		20.12	646	12,997	1	20.12	-	-	12,997	-	1,124	-	14,121
60206	7.5	0.33		10		HARBOR TECHNICIAN-PTL	VACANT	TO BE FILLED		20.12	646	12,997	1	20.12	-	-	12,997	-	1,124	-	14,121
		16.15	(3.41)							18.679	550,403			6,507	326,261		876,664	192,875	241,949	-	1,311,489

FY2022 Harbors Staffing Detail

POS#	Workday Hours	FTE	Split FTE	Pay Range	Class Title	Employee	Vacancy Status	Wage Change Date	1st Step	1st Step Rate	1st Step Hours	1st Step Wages	2nd Step	2nd Step Hours	2nd Step Wages	Total Wages	H&W	Other Benefits	Co-Pay Health Insurance (M&A only)	Total Wages & Benefits	
20147	7.5	1.00	(0.90)	21	ENG/ARCH I	SILL, MATTHEW		9/21/2021	6	48.58	44	2,134	7	50.73	152	7,702	9,836	1,835	2,951	-	14,622
20153	8.0	1.00	(0.90)	22	ENG/ARCH II	SCHAAL, ERICH E		9/27/2021	8	56.55	50	2,844	9	59.03	159	9,357	12,201	1,835	3,660	-	17,696
20043	7.5	1.00	(0.50)	16	ADMIN OFFICER I	LARSON, TEENA B			9	39.92	979	39,072	9	39.92	-	-	39,072	9,176	11,722	-	59,969
20051	7.5	1.00	(0.50)	10	ADMIN ASSISTANT I	WOLF, MARY		10/25/2021	4	22.19	311	6,895	5	22.92	668	15,311	22,206	9,176	6,662	-	38,044
20204	7.5	1.00		15	HARBOR OFFICER	LIERMANN, DOUGLAS		2/28/2022	11	40.81	1,296	52,907	12	42.61	661	28,168	81,076	18,352	24,323	-	123,750
20208	7.5	0.50		10	HARBOR TECHNICIAN	DAVIS, KENNETH			3	21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20317	8.0	1.00	(0.50)	25	PORT DIRECTOR	UCHTYL, CARL J.		8/2/2021	10	75.05	91	6,862	11	78.40	953	74,682	81,543	9,176	24,463	-	115,182
20431	7.5	0.50		15	HARBOR OFFICER	VACANT	TO BE FILLED		2	28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20015	7.5	1.00		10	ADMIN ASSISTANT I	SAFFORD, TONI		9/27/2021	4	22.19	471	10,461	5	22.92	1,486	34,061	44,522	18,352	13,357	-	76,230
20426	7.5	0.50		10	ADMIN ASSISTANT I	DWYER, ALLISON			3	21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20465	7.5	0.42		10	ADMIN ASSISTANT I	VACANT	TO BE FILLED		2	20.78	822	17,084	2	20.78	-	-	17,084	7,708	5,125	-	29,917
20015	7.5	0.50		10	ADMIN ASSISTANT I	MESDAG, MANDY			3	21.47	979	21,014	3	21.47	-	-	21,014	9,176	6,304	-	36,494
20016	7.5	0.42	(0.21)	10	ADMIN ASSISTANT I	VACANT	TO BE FILLED		2	20.78	411	8,542	2	20.78	-	-	8,542	3,854	2,563	-	14,959
20044	7.5	1.00		14	ADMIN ASSISTANT III	SIMS, JENNIFER		6/6/2022	7	32.14	1,821	58,541	8	33.53	136	4,562	63,103	18,352	18,931	-	100,386
20204	7.5	1.00		15	HARBOR OFFICER	CRYTS, JEREMIAH		10/11/2021	4	30.76	546	16,808	5	31.77	1,411	44,830	61,638	18,352	18,491	-	98,481
20202	7.5	1.00		15	HARBOR OFFICER	BODDY, THOMAS J			10	39.07	1,958	76,480	10	39.07	-	-	76,480	18,352	22,944	-	117,775
20431	7.5	0.50		15	HARBOR OFFICER	VACANT	TO BE FILLED		2	28.81	979	28,198	2	28.81	-	-	28,198	9,176	8,459	-	45,833
20202	7.5	1.00		15	HARBOR OFFICER	FORCHEMER, JOHN D			9	37.39	1,958	73,191	9	37.39	-	-	73,191	18,352	21,957	-	113,500
20204	7.5	1.00		15	HARBOR OFFICER	NELSON, KYLE L		1/17/2022	12	42.61	1,071	45,654	13	44.53	886	39,457	85,110	18,352	25,533	-	128,995
20204	7.5	1.00		15	HARBOR OFFICER	DAVIS, PATRICK M		4/11/2022	7	34.29	1,521	52,170	8	35.83	436	15,624	67,794	18,352	20,338	-	106,484
20206	7.5	0.50		10	HARBOR TECHNICIAN	VACANT	TO BE FILLED		2	20.78	979	20,338	2	20.78	-	-	20,338	9,176	6,102	-	35,616
20431	7.5	0.50		15	HARBOR OFFICER	BOYD, SARA			7	34.29	979	33,561	7	34.29	-	-	33,561	9,176	10,068	-	52,806
20415	7.5	1.00		12	ADMIN ASSISTANT II	BRUCE, ASHLEY		12/6/2021	3	24.47	846	20,712	4	25.30	1,111	28,110	48,822	18,352	14,647	-	81,820
20209	8.0	1.00	(0.50)	22	HARBORMASTER	CRESWELL, MATTHEW		4/11/2022	7	54.15	811	43,939	8	56.55	233	13,152	57,091	9,176	17,127	-	83,394
20272	8.0	1.00		18	DEPUTY HARBORMASTER	VACANT	TO BE FILLED		1	33.90	2,088	70,783	1	33.90	-	-	70,783	18,352	21,235	-	110,370
20273	7.5	1.00		17	HARBOR OPERATIONS SUPERVISOR	OSBORN, JOHN		4/11/2022	4	35.03	1,521	53,296	5	36.20	436	15,786	69,081	18,352	20,724	-	108,157
		21.34	(4.01)									25,470	831,710	8,727	330,802	1,162,512	318,033	348,754	-	1,829,299	

FY2022 Docks Travel & Training

Pos	Name	Type	Event	Training	Cert Req	Date	# Nights	Flight	Hotel	Per diem	Reg Fee	Other	Total	
Port Director	Carl Uchytill	Training Travel	AAHPA	In-State (Winter)	Harbormaster conference	No	TBD	4	\$ 400	\$ 520	\$ 300	\$ 350	\$ 1,570	
Port Engineer	Erich Schaal	Training Travel	AAHPA	In-State (Winter)	Harbormaster conference	No	TBD	4	\$ 400	\$ 520	\$ 300	\$ 350	\$ 1,570	
Deputy Port Engineer	Matthew Sill	Training Travel	AAHPA	In-State (Winter)	Harbormaster conference	No	TBD	4	\$ 400	\$ 520	\$ 300	\$ 350	\$ 1,570	
Port Director	Carl Uchytill	Training Travel	PCC	Out-of-State (Rural)	Pacific Coast Congress of Harbormaster Conference	No	9/14/2021	4	\$ 1,100	\$ 400	\$ 300	\$ 250	\$ 2,050	
Harbor-master	Matthew Creswell	Training Travel	AMPE/MPM	Out-of-State (Urban)	Maintenance Port Manager	Yes	TBD	4	\$ 800	\$ 1,000	\$ 300	\$ 400	\$ 2,500	
Harbor-master	Matthew Creswell	Training Travel	Lucity	Out-of-State (Urban)	Maintenance software training	No	TBD	4	\$ 800	\$ 1,000	\$ 300	\$ 700	\$ 2,800	
		Training Travel	OSHA	In-Town Training	Safety Training	No	TBD	\$ -	\$ -	\$ -	\$ 1,250		\$ 1,250	
All	All	Training Travel	Various Web Training	In-Town Training	Professional Development	Yes	TBD	\$ -	\$ -	\$ -	\$ 3,000		\$ 3,000	
Harbor-master	Matthew Creswell	Training Travel	FSO Refresher	In-State (Winter)	Security	Yes	TBD	4	\$ 400	\$ 520	\$ 300	\$ 780	\$ 2,000	
Admin Officer	Teena Larson	Training Travel	AAHPA Admin training	In-State (Winter)	Admin Conference/networking	No	TBD	2	\$ 400	\$ 260	\$ 180	\$ 60	\$ 900	
Admin	Mary Wolf	Training Travel	AAHPA Admin training	In-State (Winter)	Admin Conference/networking	No	TBD	2	\$ 400	\$ 260	\$ 180	\$ 60	\$ 900	
Port Director	Carl Uchytill	Business Travel	Anchorage Business	In-State (Winter)	Meet with Army Corp	No	TBD	1	\$ 400	\$ 130	\$ 120		\$ 650	
Port Director	Carl Uchytill	Business Travel	DC Business	Out-of-State (Urban)	Lobby	No	TBD	3	\$ 800	\$ 750	\$ 240	\$ 210	\$ 2,000	
Harbor-master	Matthew Creswell	Business Travel	Seattle Boat Show	Out-of-State (Urban)	Promote Juneau Harbors	No	TBD	2	\$ 800	\$ 500	\$ 180	\$ 20	\$ 1,500	
									\$ 7,500	\$ 7,130	\$ 3,240	\$ 6,990	\$ 990	\$ 24,260

FY2022 Harbors Travel & Training

Pos	Name	Type	Event	Training	Cert Req	Date	# Nights	Flight	Hotel	Per diem	Reg Fee	Other	Total
Deputy Harbormaster	TBD	Training Travel	FSO Training	In-State (Winter)	Security Course Requirement	Yes	TBD	4	\$ 400	\$ 520	\$ 300	\$ 780	\$ 2,000
Harbormaster	Matthew Creswell	Training Travel	AAHPA Conference	In-State (Winter)	Conference Networking	No	TBD	4	\$ 400	\$ 520	\$ 300	\$ 350	\$ 1,570
Deputy Harbormaster	TBD	Training Travel	AAHPA Conference	In-State (Winter)	Conference Networking	No	TBD	4	\$ 400	\$ 520	\$ 300	\$ 350	\$ 1,570
Harbormaster	Matthew Creswell	Training Travel	AMPE/MPM	Out-of-State (Urban)	Maritime Port Managers	Yes	TBD	4	\$ 800	\$ 1,000	\$ 300	\$ 400	\$ 2,500
Deputy Port Engineer	Matthew Sill	Training Travel	Lucity	Out-of-State (Urban)	Maintenance Software Training	No	TBD	4	\$ 800	\$ 1,000	\$ 300	\$ 700	\$ 2,800
TBD	TBD	Training Travel	OSHA	In-Town Training	Safety Training	Yes	TBD		\$ -	\$ -	\$ -	\$ 1,250	\$ 1,250
TBD	TBD	Training Travel	Various Web Training	In-Town Training	Professional Development	Yes	TBD		\$ -	\$ -	\$ -	\$ 3,000	\$ 3,000
Harbormaster	Matthew Creswell	Business Travel	Seattle Boat Show	Out-of-State (Urban)	Promote Juneau Harbors	No	TBD	2	\$ 800	\$ 500	\$ 180	\$ 20	\$ 1,500
Admin Assist III	Jennifer Sims	Training Travel	AAHPA Admin Conference	In-State (Winter)	Conference Networking	No	TBD	2	\$ 400	\$ 260	\$ 180	\$ 60	\$ 900
Admin Assist I	Toni Safford	Training Travel	AAHPA Admin Conference	In-State (Winter)	Conference Networking	No	TBD	2	\$ 400	\$ 260	\$ 180	\$ 60	\$ 900
\$ 4,800 \$ 5,330 \$ 2,280 \$ 6,390 \$ 780													\$ 19,580

FY2022 Docks Expense

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised	Change Amount	Change Percent	Change Description
Salaries	511,587	529,498	369,470	652,500	676,100	578,000	594,800	(57,700)	(8.8%)	
Overtime	21,337	18,846	13,439	20,000	20,000	14,000	20,000	-	0.0%	
Accrued leave	61,625	55,034	49,126	-	-		-			
Benefits	284,938	297,427	207,557	385,100	401,200	293,700	311,000	(74,100)	(19.2%)	
Workers compensation	15,700	13,700	13,700	16,000	16,000	16,000	18,900	2,900	18.1%	FY22 Needs to be corrected by Finance to \$16,000
Business travel	445	37	-	4,000	4,000	2,700	4,200	200	5.0%	
Mileage	629	369	574	400	400	400	400	-	0.0%	
Travel and training	10,240	13,093	10,348	15,300	13,100	7,000	20,300	5,000	32.7%	Training was postponed in FY21 for FY22
Contractual training	584	3,540	-	4,000	4,000	4,000	4,000	-	0.0%	
Telephone	398	-	-	1,500	1,500	400	1,500	-	0.0%	
Printing	4,309	4,139	3,454	5,000	5,000	3,500	5,000	-	0.0%	
Advertising	2,192	890	362	2,000	2,000	1,000	2,000	-	0.0%	
Rents	61,902	62,118	60,901	65,000	65,000	65,000	65,000	-	0.0%	
Electricity	35,738	33,009	45,740	35,000	35,000	40,000	40,000	5,000	14.3%	
Fuel oil & propane		32	-	100	100	100	100	-	0.0%	
Refuse disposal	17,247	16,406	19,898	20,000	20,000	17,000	20,000	-	0.0%	
Water service	77,202	100,644	90,871	150,000	150,000	70,000	150,000	-	0.0%	
Wastewater service	2,185	2,423	2,312	4,000	4,000	2,500	2,500	(1,500)	(37.5%)	
Repairs	6,422	7,192	9,852	50,000	50,000	50,000	50,000	-	0.0%	
Electronic repairs			1,210	1,500	1,500	1,500	1,500	-	0.0%	
Maintenance - buildings	-	-	-	-	-	-	-	-		
Building Maint Division Charges	9,842	18,700	18,700	32,600	32,600	32,600	24,200	(8,400)	(25.8%)	
Maintenance - software		3,271	-	3,500	3,500	3,500	3,500	-	0.0%	
Landscape Division Charges	45,000	45,000	45,000	45,000	45,000	45,000	45,000	-	0.0%	
Equipment rentals	2,299	6,204	1,327	6,500	6,500	3,000	6,500	-	0.0%	
Fleet replacement reserve	9,000	10,000	10,000	10,000	10,000	10,000	10,000	-	0.0%	
Equipment maint - non-fleet	267	2,547	95	1,000	1,000	1,000	1,000	-	0.0%	
Spec & Prop	73,440	110,637	113,092	129,200	129,200	129,200	124,800	(4,400)	(3.4%)	
General Liab, Auto & EE Pract	3,900	5,000	5,050	7,900	7,900	7,900	7,900	-	0.0%	
Dues and subscriptions	2,447	1,959	1,789	2,500	2,500	6,000	6,500	4,000	160.0%	AAPA dues
Contractual services	53,735	36,403	19,035	94,800	92,500	94,800	92,500	(2,300)	(2.4%)	
Full Cost Allocation	225,200	193,200	193,200	215,400	215,400	215,400	195,800	(19,600)	(9.1%)	
Bank card fees	992	651	100	1,600	1,600	500	1,600	-	0.0%	
Office supplies	2,526	1,877	910	2,000	2,000	1,000	2,000	-	0.0%	
Postage and parcel post	227	1,143	1,976	2,500	2,500	2,000	2,000	(500)	(20.0%)	
Uniforms and safety equipment	10,986	14,597	9,418	20,000	20,000	15,000	20,000	-	0.0%	
Materials and commodities	21,270	24,538	12,474	25,000	25,000	25,000	25,000	-	0.0%	
Safety programs and equipment	905	3,608	1,180	5,000	5,000	5,000	5,000	-	0.0%	

Gasoline and oil	-	-	500	500	500	500	-	0.0%	
Loss contingency	1,000		1,000	1,000	1,000		-	0.0%	
Minor equipment	16,011	13,882	15,000	5,000	15,000		-	0.0%	
Minor furniture and fixtures	175	335	3,000	1,000	1,000		(2,000)	(66.7%)	
Minor Software	115	-	1,500	1,500	1,500		-	0.0%	
Vehicles and equipment	9,640	-	35,000	1,000	1,000		(34,000)	(97.1%)	
Contingency	-						-		
Reimbursable Expense - Internal	(11,000)	(11,000)	(15,100)	(15,100)	(15,100)		-	0.0%	
Salaries	12,775	10,424	260,300	270,900	270,900		21,600	8.3%	
Overtime			59	-	-		-		
Accrued leave	29,716	28,158	17,703	-	-		-		
Benefits	17,569	20,265	121,100	126,500	124,200		8,700	7.2%	
All other workforce	-	-	(321,400)	(337,400)	(334,900)		(27,200)	8.5%	
Mileage	401	272	400	400	1,200		800	200.0%	
Total	4,446,080	8,418,726	2,137,200	2,172,400	1,819,800	1,953,700			

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised	Change Amount	Change Percent	Request Description
Fleet Gasoline							5,000			This was previously charged on Harbors.
							1,958,700			

FY2022 Docks Revenue

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised	Change Amount	Change Percent
Interest income in Lawson	(27,223)	(133,372)	(147,237)	(70,000)	(70,000)	(70,000)	(70,000)	-	0.0%
Loss on disposal of assets		136,648	936,527	-	-			-	
Dock projects			(3,711)					-	
User fees	(199,959)	(252,435)	(166,376)	(260,000)	(260,000)	(30,000)	(200,000)	60,000	(23.1%)
Cruiseship Dock Fees	(696,024)	(681,473)	(462,577)	(690,000)	(690,000)	(125,000)	(500,000)	190,000	(27.5%)
Maintenance Port Fees	(649,993)	(708,551)	(514,412)	(710,000)	(710,000)	(175,000)	(550,000)	160,000	(22.5%)
Permit revenues	(418,508)	(378,168)	-					-	
Interest income in Lawson		148	-	-				-	
Marine passenger fee	(287,600)	(457,600)	(55,000)	(448,500)	(448,500)	(448,500)	(448,500)	-	0.0%
Port Development -			(358,500)					-	
Total	(2,279,307)	(2,474,803)	(771,284)	(2,178,500)	(2,178,500)	(848,500)	(1,768,500)	410,000	

FY2022 Harbors Expense

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised	Change Amount	Change Percent	Change Description
Principal	345,000							-		
Interest and service charges	2,779							-		
Interest and service charges	222,906							-		
Transfers Out - Harbor projects	733,000		155,000		-			-		
Depr Building	1,814,832	2,144,856	2,186,216		-			-		
Depr Equipment	43,489	49,628	47,382		-			-		
Depr Infrastructure	173,122	590,474	1,322,620		-			-		
Salaries	935,611	1,045,853	992,992	1,166,100	1,203,400	1,118,600	1,237,500	71,400	6.1%	
Overtime	44,513	52,885	59,204	40,000	40,000	40,000	40,000	-	0.0%	
Accrued leave	93,950	123,699	117,249	-	-	-	-	-		
Benefits	526,679	594,230	571,215	647,800	672,700	673,600	701,300	53,500	8.3%	
Workers compensation	15,700	13,700	13,700	18,900	18,900	18,900	16,000	(2,900)	(15.3%)	
Business travel	1,654	897	-	1,500	1,500	-	1,500	-	0.0%	
Mileage	349	967	707	1,000	1,000	1,000	1,000	-	0.0%	
Travel and training	7,827	12,909	7,471	15,500	13,100	5,000	16,600	1,100	7.1%	
Contractual training	4,524	2,309	1,044	2,500	2,500	2,500	2,500	-	0.0%	
Telephone	24,605	24,674	25,059	26,000	26,000	26,000	26,000	-	0.0%	
Printing	15,648	4,697	7,024	10,000	10,000	10,000	10,000	-	0.0%	
Advertising	2,526	648	1,027	1,000	1,000	1,100	1,100	100	10.0%	
Rents	9,570	11,083	12,367	15,000	15,000	40,000	100,000	85,000	566.7%	UAS lease expiration new rate & DOT ROW fee
Electricity	111,883	105,627	143,063	115,000	115,000	145,000	145,000	30,000	26.1%	
Fuel oil & propane	36,115	27,979	24,134	36,000	36,000	30,000	30,000	(6,000)	(16.7%)	
Refuse disposal	177,467	196,155	212,530	200,000	200,000	200,000	200,000	-	0.0%	
Water service	29,024	24,828	21,101	35,000	35,000	35,000	25,000	(10,000)	(28.6%)	
Wastewater service	10,450	10,662	9,355	11,000	11,000	11,000	11,000	-	0.0%	
Repairs	80,617	36,669	66,623	175,000	175,000	175,000	175,000	-	0.0%	FY21 Breakwater Repair \$100,000 -FY22 ABLF
Electronic repairs	125	628	-	1,000	1,000	1,000	1,000	-	0.0%	Deck \$50,000/Crane Overhaul \$40,000
Maintenance contracts	-	-	112	1,000	1,000	-	-	(1,000)	(100.0%)	
Maintenance - buildings	72	769	-	1,000	1,000	-	-	(1,000)	(100.0%)	
Building Maint Division Charges	50,994	29,827	32,600	52,900	52,900	53,300	60,800	7,900	14.9%	
Maintenance - software	-	3,271	-	3,500	3,500	3,500	3,500	-	0.0%	
Landscape Division Charges	18,000	36,000	36,000	36,000	36,000	36,000	36,000	-	0.0%	
Equipment rentals	3,323	4,800	433	5,500	5,500	5,500	5,500	-	0.0%	
Fleet equipment maintenance		43,754	39,791	60,000	60,000	52,000	52,000	(8,000)	(13.3%)	
Fleet replacement reserve	18,000	20,000	20,000	20,000	20,000	20,000	20,000	-	0.0%	
Equipment maint - non-fleet	54,125	14,331	5,074	-	-	1,000	1,000	1,000		
Spec & Prop	73,340	110,637	113,092	129,200	129,200	129,200	124,700	(4,500)	(3.5%)	
General Liab, Auto & EE Pract	4,000	5,200	5,150	8,200	8,200	8,200	8,200	-	0.0%	

Dues and subscriptions	5,285	2,907	2,812	5,500	5,500	6,000	6,500	1,000	18.2%	AAPA registration/AAHPA Registration/PCC
Fleet gasoline	12,764	15,486	11,903	20,000	20,000	16,000	16,000	(4,000)	(20.0%)	/chamber of commerce
Contractual services	307,027	244,947	233,706	271,100	271,100	262,500	262,500	(8,600)	(3.2%)	
Full Cost Allocation	225,200	193,200	193,200	215,400	215,400	215,400	195,800	(19,600)	(9.1%)	
Bank card fees	58,870	62,268	80,360	65,000	65,000	80,500	80,500	15,500	23.8%	
Office supplies	4,285	3,914	5,183	5,000	5,000	5,000	5,000	-	0.0%	
Postage and parcel post	5,767	6,808	4,847	6,500	6,500	5,000	6,000	(500)	(7.7%)	
Uniforms and safety equipment	6,111	8,794	5,588	10,000	10,000	9,000	9,000	(1,000)	(10.0%)	
Materials and commodities	39,253	49,783	43,037	50,000	50,000	50,000	50,000	-	0.0%	
Safety programs and equipment	7,763	6,508	6,628	8,000	8,000	7,000	7,000	(1,000)	(12.5%)	
Gasoline and oil	-							-	-	
Chemicals	311							-	-	
Loss contingency	-		1,000			1,000	1,000	1,000		
Minor equipment	10,690	8,032	7,277	10,000	10,000	10,000	10,000	-	0.0%	
Minor furniture and fixtures	1,891	2,388	372	7,000	7,000	5,000	5,000	(2,000)	(28.6%)	
Minor Software	1	-		1,500	1,500	1,500	1,500	-	0.0%	
Vehicles and equipment	37,090	11,858	-	10,000	10,000	5,000	5,000	(5,000)	(50.0%)	
Interest and service charges		(6,439)	-					-	-	
Transfers Out - Harbor revenue bond debt servi	353,600							-	-	
Reimbursable Expense - Externa		(150)	-					-	-	
Rents		650	3,975	-	-		-	-	-	
Contractual services		2,635	35,950	-	-	-	-	-	-	
Materials and commodities		256	7,774	-	-	-	-	-	-	
Principal		380,000	395,000	415,000	415,000	415,000	435,000	20,000	4.8%	
Interest and service charges	268,692	266,307	251,325	323,400	302,600	323,350	302,600	(20,800)	(6.4%)	
Total	7,030,420	6,604,800	7,539,268	4,259,000	4,309,400	4,268,250	4,450,600			

FY2022 Harbors Revenue

Account Description	FY2018 Actuals	FY2019 Actuals	FY2020 Actuals	FY2021 Amended	FY2022 Approved	FY2021 Projected Actuals	FY2022 Revised	Change Amount	Change Percent
Harbor	(353,600)							-	
Cash over/short	40	0						-	
Miscellaneous revenue	-	(9)	(1,035)	-	-			-	
Interest income in Lawson	(781)	(145,201)	(158,444)	(70,000)	(70,000)	(52,500)	(52,500)	17,500	(25.0%)
Loss on disposal of assets		30,700	-					-	
CARES Relief			(26,912)		-	(52,000)		-	
Harbor projects		(905)	-	(270)				270	(100.0%)
State shared revenues	(389,022)	(447,875)	(409,173)	(275,000)	(365,000)	(388,624)	(300,000)	(25,000)	9.1%
User fees	(2,989,564)	(2,875,593)	(3,065,755)	(3,415,000)	(3,415,000)	(3,300,000)	(3,300,000)	115,000	(3.4%)
Permit revenues			(1,283)	-	-	-	(130,000)	(130,000)	
Minor Violations	(15,910)	(15,370)	(12,295)	(15,000)	(15,000)	(10,000)	(10,000)	5,000	(33.3%)
Land sales		(23,780)	-					-	
Land lease revenue	(939,339)	(886,389)	(925,733)	(890,000)	(890,000)	(925,000)	(925,000)	(35,000)	3.9%
Bad debts	25,776	142,185	58,223	75,000	75,000	75,000	75,000	-	0.0%
Interest income in Lawson	(1,157)							-	
AR interest and fines	(1,770)	(5,389)	(3,956)	-	-			-	
Donation revenues			(6,549)		-			-	
User fees			(6,000)		-			-	
Fee revenues			(38,690)		-			-	
Total	(4,665,326)	(4,227,625)	(4,597,601)	(4,590,270)	(4,680,000)	(4,653,124)	(4,642,500)	(52,230)	

	Expenditures						Funding Sources										Fund Balance Impact				
	Personnel	Travel	Commodities & Services	Inter-departmental Charges	Grants	Transfers Out	Total	Charges for Services	Licenses & Permits	Fees, Fines & Forfeitures	Sales	Rentals & Leases	Donations & Contributions	State	Federal	Other		Inter-departmental Charges	Transfers In/ Support From Funds/Taxes	Total	Surplus (Draw)
Docks																					
Administration	944,700	24,500	542,600	397,700	-	-	1,909,500	(1,250,000)	-	-	-	-	-	-	-	-	(70,000)	(15,100)	(448,500)	(1,783,600)	(125,900)
CIP Engineering	63,100	-	1,200	-	-	-	64,300	-	-	-	-	-	-	-	-	-	-	-	-	-	(64,300)
FY2022 Budget Request	1,007,800	24,500	543,800	397,700	-	-	1,973,800	(1,250,000)	-	-	-	-	-	-	-	-	(70,000)	(15,100)	(448,500)	(1,783,600)	(190,200)
Increase (Decrease) over Prior FY	(125,800) (11.1%)	5,200 26.9%	(25,500) (4.5%)	(32,400) (7.5%)	-	-	(178,500) (8.3%)	(410,000) (24.7%)	-	-	-	-	-	-	-	-	0.0%	0.0%	-	(410,000) (18.7%)	231,500 (560.5%)
FY2021 Budget	1,133,600	19,300	569,300	430,100	-	-	2,152,300	(1,660,000)	-	-	-	-	-	-	-	-	(70,000)	(15,100)	(448,500)	(2,193,600)	41,300
FY2020 Actuals	687,300	10,300	326,500	375,000	-	-	1,399,100	(1,143,400)	-	-	-	-	-	-	-	-	789,300	(11,000)	(448,500)	(813,600)	(585,500)
FY2019 Actuals	973,400	13,100	352,100	372,500	-	2,405,000	4,116,100	(1,642,500)	(378,200)	-	-	-	-	-	-	-	3,500	(11,000)	(448,500)	(2,476,700)	(1,639,400)
FY2018 Actuals	955,200	10,700	340,800	357,400	-	200,000	1,864,100	(1,546,000)	(418,500)	-	-	-	-	-	-	-	(27,200)	(11,000)	(448,500)	(2,451,200)	587,100
3-Year Actuals Average	872,000	11,400	339,800	368,300	-	868,300	2,459,800	(1,444,000)	(265,600)	-	-	-	-	-	-	-	255,200	(11,000)	(448,500)	(1,913,800)	(545,900)

		Expenditures						Funding Sources										Fund Balance Impact			
		Personnel	Travel	Commodities & Services	Inter-departmental Charges	Grants	Transfers Out	Total	Charges for Services	Licenses & Permits	Fees, Fines & Forfeitures	Sales	Rentals & Leases	Donations & Contributions	State	Federal	Other	Inter-departmental Charges	Transfers In/Support From Funds/Taxes	Total	Surplus (Draw)
Harbors	Administration	1,994,800	18,100	1,222,600	477,500	-	-	3,713,000	(3,300,000)	(130,000)	(10,000)	-	(925,000)	-	(300,000)	-	22,500	-	-	(4,642,500)	929,500
	Debt Service	-	-	737,600	-	-	-	737,600	-	-	-	-	-	-	-	-	-	-	-	(737,600)	-
FY2022 Budget Request		1,994,800	18,100	1,960,200	477,500	-	-	4,450,600	(3,300,000)	(130,000)	(10,000)	-	(925,000)	-	(300,000)	-	22,500	-	-	(4,642,500)	191,900
Increase (Decrease) over Prior FY		122,000	1,100	92,700	(24,200)	-	-	191,600	(115,000)	130,000	(5,000)	-	35,000	-	25,000	-	(17,500)	-	(300)	52,200	139,400
		6.5%	6.5%	5.0%	(4.8%)			4.5%	(3.4%)		(33.3%)		3.9%		9.1%		350.0%		(100.0%)	1.1%	(42.1%)
FY2021 Budget		1,872,800	17,000	1,867,500	501,700	-	-	4,259,000	(3,415,000)	-	(15,000)	-	(890,000)	-	(275,000)	-	5,000	-	(300)	(4,590,300)	331,300
FY2020 Actuals		1,754,400	7,500	1,646,400	419,800	-	155,000	3,983,100	(3,071,800)	(40,000)	(12,300)	-	(925,700)	(6,500)	(409,200)	-	(105,200)	-	(300)	(4,571,000)	587,900
FY2019 Actuals		1,830,400	13,800	1,557,100	418,600	-	-	3,819,900	(2,875,600)	-	(15,400)	(23,800)	(886,400)	-	(447,900)	-	22,400	-	(300)	(4,227,000)	407,100
FY2018 Actuals		1,616,500	9,500	1,914,900	371,500	-	1,086,600	4,999,000	(2,989,600)	-	(15,900)	-	(939,300)	-	(389,000)	-	22,100	-	(300)	(4,312,000)	(687,000)
3-Year Actuals Average		1,733,800	10,300	1,706,100	403,300	-	413,900	4,267,300	(2,979,000)	(13,300)	(14,500)	(7,900)	(917,100)	(2,200)	(415,400)	-	(20,200)	-	(300)	(4,370,000)	102,700