



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

HARBOR DEPARTMENT

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SITKA PORT AND HARBORS DEPARTMENTS QUARTERLY REPORT

Thru: John Leach, Administrator

From: Stan Eliason, Harbormaster

To: CBS Assembly Members

Date: November 7th, 2023

Department Overview:

Task I. Harbor Condition Assessment Plan. Phase I is complete. Phase II scope has been developed.

This supports Goal 3.1 of the strategic plan.

Task II. Vessel insurance requirements. Will be updating new commission members. Task II has no specific goal.

Task III. State of Alaska 50/50 matching grant for Fishermen's Work Float Replacement Project. I will be seeking the Assembly's approval on November 28th, 2023, to apply for funding." This supports Goal 4.1 of the strategic plan.

Task IV. PDIP grant application for Eliason Harbor electrical replacement has been submitted. Results will be announced in October/November 2023. This supports Goal 4.1 of the strategic plan.

Task V. Port Governance and Harbor Rate Study. The contractual agreement is being reviewed. This supports Goal 4.3 of the strategic plan.

Staffing Levels:

The Harbor Department is fully staffed. However, I plan on hiring a temporary maintenance person to assist with the backlog of maintenance projects.

I have included the FY24 budget through September 30th, 2023. 13% expended.

Expense Budget Performance Report

Fiscal Year to Date 09/30/23

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 240 - Harbor Fund										
EXPENSE										
6205.000	Depreciation-Buildings	1,195.00	.00	1,195.00	99.56	.00	298.68	896.32	25	1,194.72
6206.000	Depreciation-Machinery	32,394.00	.00	32,394.00	2,741.02	.00	8,223.06	24,170.94	25	32,892.24
7106.000	Fixed Assets-Machinery	6,000.00	.00	6,000.00	.00	.00	.00	6,000.00	0	.00
7200.000	Interfund Transfers Out	313,104.00	.00	313,104.00	.00	.00	.00	313,104.00	0	2,247,000.00
7301.000	Note Principal Payments	45,348.00	.00	45,348.00	.00	.00	.00	45,348.00	0	.00
7302.000	Bond Principal Payments	485,000.00	.00	485,000.00	.00	.00	.00	485,000.00	0	.00
EXPENSE TOTALS		\$4,184,402.73	\$7,600.00	\$4,192,002.73	\$189,235.60	\$12,100.00	\$553,242.22	\$3,626,660.51	13%	\$5,397,733.48
Fund 240 - Harbor Fund Totals		\$4,184,402.73	\$7,600.00	\$4,192,002.73	\$189,235.60	\$12,100.00	\$553,242.22	\$3,626,660.51		\$5,397,733.48
Fund 750 - Capital Project-Harbor										
EXPENSE										
5207.000	Repairs & Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	4,380.00
5212.000	Contracted/Purchased Serv	200,000.00	1,297,648.05	1,497,648.05	50,096.88	1,099,912.42	65,038.88	332,696.75	78	2,013,792.53
5214.000	Interdepartment Services	.00	.00	.00	.00	.00	.00	.00	+++	63,363.09
5226.000	Advertising	.00	.00	.00	278.35	.00	278.35	(278.35)	+++	2,370.55
7150.000	Capitalized Cont/Services	.00	.00	.00	.00	.00	.00	.00	+++	(2,083,906.17)
7200.000	Interfund Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	117,537.72
EXPENSE TOTALS		\$200,000.00	\$1,297,648.05	\$1,497,648.05	\$50,375.23	\$1,099,912.42	\$65,317.23	\$332,418.40	78%	\$117,537.72
Fund 750 - Capital Project-Harbor Totals		\$200,000.00	\$1,297,648.05	\$1,497,648.05	\$50,375.23	\$1,099,912.42	\$65,317.23	\$332,418.40		\$117,537.72
Grand Totals		\$4,384,402.73	\$1,305,248.05	\$5,689,650.78	\$239,610.83	\$1,112,012.42	\$618,559.45	\$3,959,078.91		\$5,515,271.20

Harbormaster
Stan Eliason

Deputy
Harbormaster
Mark Hodges

Maintenance
Supervisor
Joe Lawler

Maintenance
Tech Brian
Bellows

Assistant
Harbormaster
Tom Climo

Assistant
Harbormaster
Emy Sumauang

Assistant
Harbormaster
Nick Anderson

Office Manager
Alicia Soto

Administrative
Assistant
Darla Hoff