

Overview of Harbor Department Operations and Finances



Finance Committee Meeting

September 16, 2021



Harbor Department Services and Activities



Brief History of the Harbor Department

- July 2017 - the City assumed responsibility for mooring management from the OC Sheriff's Dept.
- Harbor Operations Division initially assigned to the Public Works Dept.
- Jan. 2018 - Harbor Operations Division transferred to the City Managers Office.
- July 2018 - City Council created a standalone Harbor Dept.
- 2020 - Title 17 updated to reflect new arrangement/responsibilities



City of Newport Beach – Harbor Department



Harbor Department Mission

- Clean
- Safe
- Well Enjoyed
- Services delivered in favor of:
 1. Residents
 2. Businesses
 3. Visitors





Services

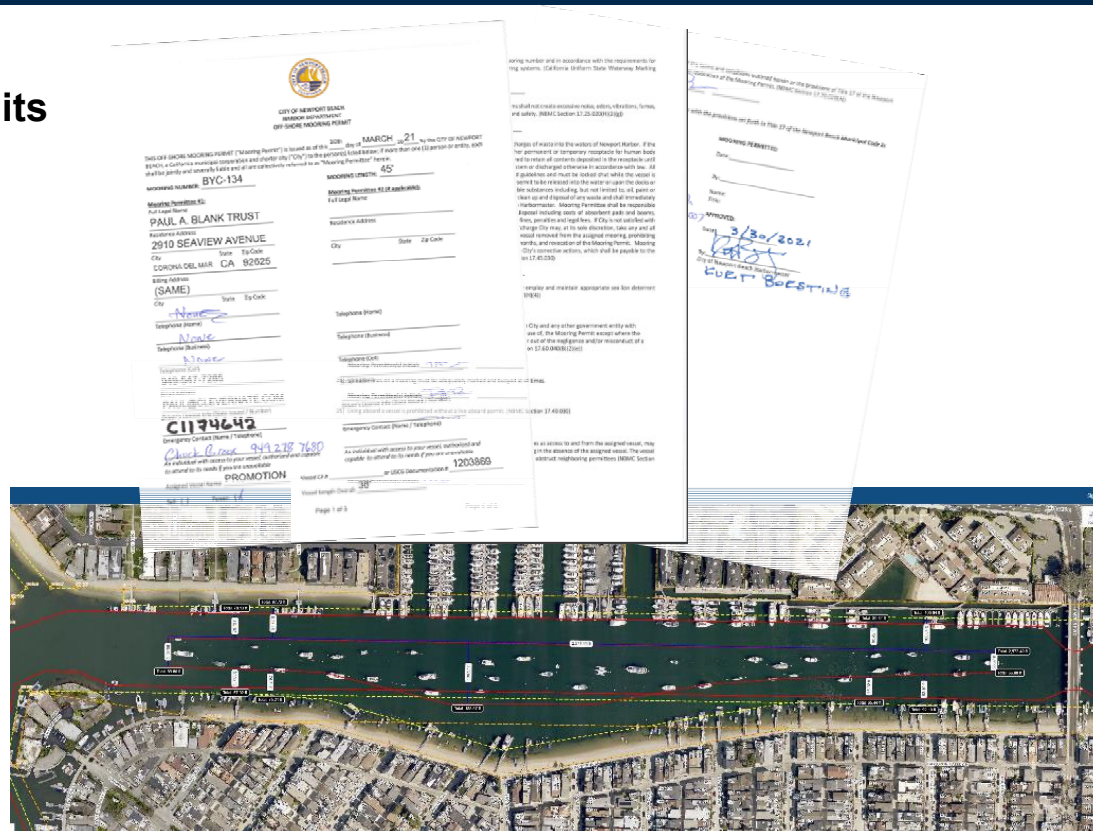
- **Mooring Management**
- **Code Enforcement**
- **Harbor Events Permitting**
- **Safety/Rescue Operations**
- **Marina Park/Hospitality**
- **Pump out equipment maintenance and upgrades**
- **Impounds and auctions**
- **Public Relations/Concierge**





Mooring Management Services

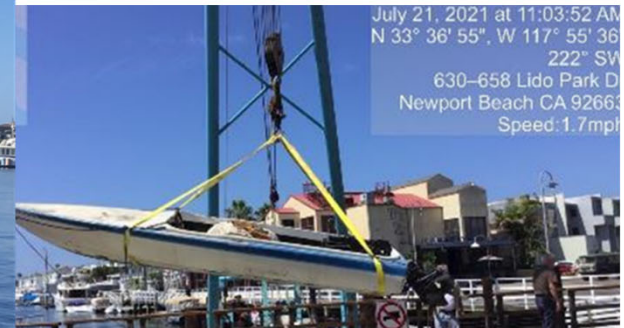
- Wholesale audit and update of mooring permits
- Ongoing permit requirement maintenance
 - Overhauls
 - Vessel registration and insurance
 - Transfers
- Live-aboard program (moorings and slips)
- Mooring sub-permitting
 - Off-shore
 - On-shore (new this season!)
- Incident documentation and resolution





Code Enforcement Services

- **Marine Activities Permits for commercial operators**
- **Sea lion deterrent/abatement**
- **Dye tab testing**
- **Speed/boating safety**
- **Bridge jumping**
- **Multiple berthing inspections**
- **VTIP/SAVE grant implementation and admin**





Harbor Events Permitting

- Parades
- Regattas
- Large vessel stays
- Raft-ups
- Temporary moorings
- Coordination with OCSD and USCG



CITY OF NEWPORT BEACH
Harbor Department
HARBOR EVENT PERMIT APPLICATION

Permittee: George Perry
Title of Event: 10th ANNUAL RAY L LIP
Location: Newport Harbor Anchorage
Date(s): September 5, 2021 through September 6, 2021
Time: 8:00 AM - 5:00 PM
Attendance: 20 vessels maximum

The above referenced Special Event Permit is authorized at the location(s), date(s) and time indicated ONLY. Approval is contingent on compliance with the following conditions:

1. No live entertainment
2. No discharge or dumping of garbage, waste or other materials
3. Noise from any onboard propulsion systems must not be loud and unreasonable and must comply with the standards called out in City of Newport Beach Municipal Code sections
4. No more than 10 vessels shall be rafted up at any time including all tenders and support vessels
5. No more than 10 vessels shall be rafted up at any time including all tenders and support vessels

Permittee shall be present at the event and make available at the request of the police or other city agency for violation of any law, or does it present an endorsement or the activity or persons responsible for the event. I have read and understand the conditions of this permit and agree to comply with them.

Signature: [Signature]
Date: 7/22/2021

Approved by: [Signature]
Special Conditions: SEE ADDITIONAL CONDITIONS ATTACHED

City of Newport Beach – Harbor Department





Safety/Rescue Operations

- **NYT article on accidents**
- **July 2 rescue**
- **September 4 rescue**
- **Daily paddle board rescues**
- **CPR (re)certification**





Marina Park Management and Harbor Hospitality

- Slip stays (full service)
- MP mooring stays
- Offshore sub-permit stays
- On-shore sub-permit stays
- Large vessel stays
- “Ship Shape” light maintenance and cleaning program for mooring permittees

The screenshot shows the City of Newport Beach website with the Harbor Department page. The page includes a navigation bar with links for HOME, CONTACT US, and REPORT A PROBLEM. The main content area features a banner for 'SLIP INTO PARADISE' with the text 'NOW ACCEPTING ONLINE HARBOR SLIP RESERVATIONS'. Below this is a section for 'VISITING VESSELS' with a video player and a map of the harbor. A brochure for the 'GET SHIP SHAPE PROGRAM' is also displayed, detailing the program's goals and rules.

GET SHIP SHAPE PROGRAM

During your boat's complimentary stay, you may perform the following:

- Wash down the exterior
- Clean the interior
- Unload / Load materials
- Change sailcloths
- Refresh water supply
- Pump out the holding tank
- Clean out the holding tank
- Confirm light maintenance (pre-approved requests)

The GET SHIP SHAPE PROGRAM is available for off-shore mooring permittees in good standing for a maximum of three hours, Sunday through Thursday, subject to availability. No more than one Ship Shape visit per month, please.

City of Newport Beach HARBOR DEPARTMENT
newport@harbor.org or 949-215-8759



Public Relations/Outreach and Concierge

- **Signage and wayfinding**
- **Service provider identification**
- **Public presentations and education**
- **Support for other harbor adjacent/connected City services**
- **New layer within GIS for harbor adjacent public restrooms and conveniences**
- **Trash and debris removal**



City of Newport Beach – Harbor Department



Service Statistics

Harbor Department Statistics

	Fiscal Year		
	18-19	19-20	20-21
Anchorage Contact	20	346	217
Anchorage Dye Tab			26
Assisting Vessels Over 20'	130	26	41
Assisting Vessels under 20'	81	145	44
Bridge Jumpers	73	295	213
Daily Anchorage Check/Count	867	1514	1168
Discharge/Pollution	31	30	17
Dock/Pier/Bridge Issue	85	116	27
Emergency	8	3	3
General Assist	365	297	298
Hazards/Debris	172	184	93
Impound	125	86	108
Incident		79	80
Mooring Assist	119	258	170
Mooring Check	604	2898	2211
Noise	6	11	16
Paddleboard/Kayak	526	597	97
Public Contact	136	787	307
Public Dock Enforcement	147	3857	6595
Pump Out		133	145
Registration & Insurance		990	396
Sea Lions	252	460	173
Speeding	328	378	459
Swim Line	13	16	9
Trash	1898	2244	997

Harbor Department Statistics

	Fiscal Year		
	18-19	19-20	20-21
Rentals - Marina Park Slips	1150	972	1428
# of nights	3296	2753	4441
Rentals - MP Sand Lines	380	82	210
# of nights	1667	306	539
Mooring Sub-permittee	1166	392	543
# of nights	8484	2557	3178
Code Enforcement			
New Cases	827	1093	1211
Closed Cases	552	1102	830
Verbal Warning		426	246
Warning Notices		1242	987
Admin Cites		89	103
MAPS Issued		32	47



Harbor Department Finances



Historical Harbor Department Revenues

- Harbor Department revenues have grown steadily in recent years
- 2020-21 Revenues reached an all-time high

Revenue Type	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Budget
Balboa Yacht Basin Slips	\$ 960,162	\$ 1,014,663	\$ 1,030,354	\$ 1,077,196	\$ 1,145,780	\$ 1,189,478	\$ 1,232,185	\$ 1,193,800
Mooring Permits - Off Shore	1,673,547	1,164,337	1,113,604	758,503	1,100,072	1,135,389	1,150,122	1,194,811
Marina Park Slips	-	45,274	133,461	208,407	223,735	252,576	406,973	265,000
Guest Moorings	100,259	183,210	179,080	214,239	242,623	171,650	235,217	250,000
Mooring Permits - On Shore	182,989	132,703	120,064	92,360	144,234	159,302	160,759	147,462
Mooring Transfers	-	-	22,327	58,626	52,384	47,130	78,083	55,000
Other Revenues	228,240	25,539	31,349	16,905	71,872	56,944	80,948	77,628
Total	\$ 3,145,197	\$ 2,565,726	\$ 2,630,239	\$ 2,426,236	\$ 2,980,700	\$ 3,012,469	\$ 3,344,287	\$ 3,183,701



Historical Harbor Department Staffing

- Initial staffing model contemplated one full-time Harbormaster supplemented by part-time Harbor Services Workers
- Code enforcement staffing added in fiscal year 2020-21
- Permitting staffing added in fiscal year 2021-22

Position Classification	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Harbormaster	1.00	1.00	1.00	1.00	1.00
Harbor Services Worker	7.00	8.14	8.14	7.39	7.39
Department Assistant	-	0.75	0.75	0.50	0.50
Code Enforcement Supervisor	-	-	-	1.00	1.00
Code Enforcement Trainee	-	-	-	1.50	1.50
Permit Technician	-	-	-	-	1.00
Total	8.00	9.89	9.89	11.39	12.39



Historical Harbor Department Expenditures

- Although there have been variations, expenditures are not significantly higher today than they were prior to the formation of the Harbor Department
- Budgeted amounts have always been higher than actual amounts as can be seen in the data for fiscal year 2020-21

Expenditure Category	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2021 Budget	2022 Budget
Salaries and Benefits	\$ 465,962	\$ 515,857	\$ 527,821	\$ 844,049	\$ 710,889	\$ 650,495	\$ 962,549	\$ 1,052,317	\$ 1,194,822
Contract Services									
Property Management	164,040	164,040	164,040	82,020	150,370	164,040	165,637	165,000	181,175
Mooring Management	329,355	335,396	334,560	-	-	-	-	-	-
Marina Park Management	-	98,300	183,600	183,600	59,719	-	-	-	-
Other Contract Services	347,691	372,309	414,624	415,835	376,962	157,288	327,828	366,672	370,018
Maintenance and Repair	70,333	261,636	301,716	308,226	344,971	210,712	156,929	351,377	329,056
Other Non-Personnel Expenses	69,483	79,028	99,432	139,751	113,039	116,470	99,209	121,500	125,560
Internal Service Charges	128,464	78,744	83,754	83,819	162,467	85,517	141,478	141,478	170,311
Capital Purchases	11,984	2,496	827	754	4,625	129	1,086	10,000	10,000
Total	\$ 1,587,312	\$ 1,907,806	\$ 2,110,374	\$ 2,058,054	\$ 1,923,042	\$ 1,384,651	\$ 1,854,715	\$ 2,208,344	\$ 2,380,942

Note: Certain harbor-related contracts under the management of the Public Works Department totaling approximately \$450,000 per year or less are included in these numbers.



Questions?