



AGENDA ITEM COVERSHEET

PREPARED BY: Ed H. Parvin, Assistant Town Manager **DEPARTMENT:** Executive
MEETING: Town Council – December 8, 2020
SUBJECT: Harbor Master Hours

BACKGROUND:

The Harbor Master position was originally added to the Police Department two decades ago. The position was the Police Captain. After addition of the position the Police Captain's role and priorities quickly moved away from the Marina and Harbor areas. Throughout the years the duties have transitioned as follows:

1. 2002- 2013: Maintenance in the Harbor and permitting completed Planning Dept with actual work done by Public Works or private contractors.
2. 2002- 2013: Complaints in the harbor were fielded by Planning Department
3. 2007-2013: Oversight of the Harbor Committee and first line of comms with boat captains was done by the Planning Dept.
4. 2008: Finalized the Town's Harbor Management Plan overseen by the Planning Department
5. 2013 Developed Assistant Manager Position that took over management of the harbor area
6. 2015: Assistant Manager officially took over the role as Harbor Master
7. 2015: Contracted with an outside vendor to manage the mooring field.
8. 2018: Expanded the contract with the vendor to cover the Marina.
9. 2020: Changed from a contract vendor to a 30 hour/week Town Employee to cover the Mooring Field, Town Marina and Harbor Area.

ANALYSIS:

As user interest and populations grow the oversight needed in the harbor area has increased. The usage of the mooring field alone has gone from bring in \$1,852 in 2019 to \$11,561 in 2020 (January – October). We now have transient vessels at the Town Marina that are rented nightly. There have been significant issues with illegal pumping of sewage into Myrtle Grove Sound by liveaboards. Anchored and abandoned vessels continue to become more common. To help mitigate some of these challenges we have adopted and started implementation of a new Harbor Ordinance. The Harbor Master has begun to implement a corresponding enforcement program. We are communicating and working with our partners at the state with increasing signage and enforcement of Harbor Regulations (i.e. no wake zones). We have also experience numerous storms that have caused significant damage to the bulkheads at the Town Marina. Managing grant funding, FEMA claims, engineering oversight, community input and involvement continues to involve multiple staff members including the Harbor Master.

STAFF RECOMMENDATION:

In order to continue to maintain the current level of service seen in Myrtle Grove Sound staff recommends approving a budget amendment of \$15,163 that would take Larry Denning, Harbor Master from 30 to 40 hours a week.

Wages:	\$11,680
COLA:	\$416
FICA Taxes:	\$926
Medical Insurance:	\$144
Retirement:	\$1228
401K:	\$769
Total:	\$15,163