



Staff Report

TO: Board of Harbor Commissioners
FROM: Jim Pruett, General Manager
DATE: May 17, 2023
SUBJECT: Approve forms for Berth, Mooring, or Anchorage Agreements

Issue:

Updated Berth, Mooring, or Anchorage Agreements for review and potential approval by the Harbor Board.

Recommendation:

Motion: Approve forms for the Berth License Agreement, the Mooring/Anchorage License Agreement, the Transient Vessel License Agreement, and the Liveaboard License Agreement, to be implemented on July 1, 2023; and authorize the penalty for failure to have the required insurance to become effective on January 1, 2024.

Background/Discussion:

The attached license agreements were presented to the Harbor Board during the April 19, 2023 Board Meeting. The General Manager reviewed each license with the Board and public. Following the review, the General Manager encouraged the public to review the licenses and provide comments.

One comment was received and is attached to this staff report.

Again, as stated in the April 19th, 2023 staff report, the significant changes include the following:

1. Each license is valid for one month, with automatic renewal upon payment of required fees. Failure to pay the license fee on time will result in the license being terminated.

2. Vessels that anchor, moor, or berth at a District facility for more than 12 continuous months, must re-apply for their license, pay the appropriate fees and provide all the required documentation.
3. A vessel will be required to obtain insurance prior to the issuance of a license to anchor, moor, or berth at District facilities for more than 30 days.
4. Beginning January 1, 2024, vessels may be assessed a fine of \$150 for each month the vessel fails to maintain the required insurance.
5. Transient vessels at anchor will only be allowed two days (48 hours) before fees begin to be assessed. Transient vessels utilizing a berth or District owned mooring will be assessed the appropriate fees upon arrival.

Each of the draft licenses have been reviewed by General Council for legal sufficiency.

Attachments:

- 1) [Email Dated April 24, 2023 "April 19th meeting email to be read"](#)
- 2) [Draft Mooring/Anchorage License Agreement](#)
- 3) [Draft Berth License Agreement](#)
- 4) [Draft Transient Vessel License Agreement](#)
- 5) [Draft Liveaboard License Agreement](#)