

**PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
March 20, 2025, 2:00 PM**

Remote Meeting Format on the Zoom Platform

PFPA Board Members

Class A Directors: Groundfish Harvester or Representative
Mary Hudson, MCFA
Tracy Pearce

Class B Directors: Groundfish Buyers
Nick Alfiero, Harbor Fish Market
Tim Merrill, Merrill's Seafood

Class C Directors: Representing the seafood industry of the State of Maine
Rob Odlin, Representing the Lobster Industry
Matthew Moretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large
John Arnold

Class E Director: Representing the City Council
Wesley Pelletier, District 2

Ex-Officio Members of the Board of Directors:

Representing the Commissioner of the Maine DOT
Chris Mayo
Representing the Commissioner of Maine DMR
Meredith Mendelson, Department of Marine Resources, President
Representing the Portland City Manager
Brendan O'Connell, Finance Director, Treasurer

*******Meeting Link*******

Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/84021784631?pwd=noRm6F8LJs0kR3jk3alluUZs8fGmA0.1>

Panelists will receive their own unique link via email on the day of the meeting.

- 1. Approval of February 13, 2025 Meeting Minutes**
 - a. February 13, 2025 PFPA Meeting Draft Minutes attached.
Action Item - Public Comment
- 2. Financial Update - Statement produced by Tonya Mitchell, Senior Admin Officer II, Finance Department.**
 - a. See the attached Financial Update.
- 3. Facilities Update - Phil DiPierro, Project Manager.**
 - a. See the attached January and February Facilities Report.
 - b. Preliminary plan concept maps for shore power

- c. Presentation by TEC Associates on the Fish Pier Condition and prioritized projects. See attachment.

4. Portland Fish Exchange Update - Robert Vanmeter, PFX Exchange Manager.

- a. See attached update.

5. Review and discuss the potential for overnight parking at the Front Fish Pier Lot

- a. See attached Correspondence.

6. Review of Draft Annual Report for FY2025 and vote to forward to the Corporator (City Council) as a communication.

- a. See attached Draft Annual Report.

7. Subcommittee Updates

- a. Fish Exchange Subcommittee
- b. Finance Subcommittee

8. Board and Staff discussion on items not on the Agenda

9. Next Regular Meeting Date: April 17, 2025

10. Salary Reimbursement Request for funding a portion of the Waterfront Coordinator Position for the 2026 Fiscal Year - Greg Watson, Housing and Economic Development Director.

- a. **NOTE:** The Board may go into executive session pursuant to 1 M.R.S.A. 405(6)(A) for a discussion of personnel matters regarding the Waterfront Coordinator position.

Portland Fish Pier Authority Board is asked to consider and approve using PFPA funds, in the approximate amount of \$61,476, to cover fifty (30) percent of the FY2026 annual compensation costs (which includes benefits) for the City Waterfront Coordinator position.

This is the sixth annual request. Memorandum from Greg Watson, Housing and Economic Development Director is attached.

Action Item - Public Comment

11. Executive Session to discuss Portland Fish Exchange Personnel

- a. **NOTE:** The Board may go into executive session pursuant to 1 M.R.S.A. 405(6)(A) for a discussion of personnel matters regarding the Portland Fish Exchange.

12. Adjournment

DRAFT Meeting Minutes

PORTLAND FISH PIER AUTHORITY
BOARD OF DIRECTORS
February 13, 2025, 3:30 PM

Remote Meeting Format on the Zoom Platform

PFPA Board Members Present

Class A Directors: Groundfish Harvester or Representative

Mary Hudson, MCFA

Tracy Pearce

Class B Directors: Groundfish Buyers

Nick Alfiero, Harbor Fish Market

Class C Directors: Representing the seafood industry of the State of Maine

Rob Odlin, Representing the Lobster Industry

Matthew Moretti, Representing the Aquaculture Industry

Class D Director: Representing the Public at Large

John Arnold

Class E Director: Representing the City Council

Wesley Pelletier, District 2

Ex-Officio Members of the Board of Directors:

Representing the Portland City Manager

Brendan O'Connell, Finance Director, Treasurer

PFPA Board Members absent

Class B Director: Tim Merrill

Chris Mayo, representing Commissioner of the Maine DOT

Meredith Mendelson, representing the Commissioner of MMR

Staff Present

Robert Vanmeter, PFEX Exchange Manager

Greg Watson, HED Director

Lori Paulette, Administrative Officer

Kaela Gonzalez, ARPA Program Coordinator

Public

Approximately 3 members of the public attended on zoom

1. Approval of Meeting Minutes. November 21, 2024 PFPA Meeting

Motion to approve November 21, 2024 Meeting Minutes

Motion by Arnold, 2nd by Alfiero

No Public Comment

Approved 8-0 by unanimous vote of all present

2. Review and vote on financial assistance to Portland Fish Exchange.

The Portland Fish Exchange is requesting \$200,000 from the Fish Pier Authority to pay off its line of credit. The Fish Exchange is also requesting a comparable cash reserve to draw on for continued operations. Mr. Vanmeter highlighted recent conditions resulting in low cash reserves and using \$200,000 of their \$250,000 line of credit. Mr. O'Connell confirmed that the Fish Pier Authority does have the cash reserve and would like to have projections on predicted Fish Pier cash flow to better anticipate future needs. City of Portland's FY26 budget timeline was reviewed, with a target of addressing the Portland Fish Pier Authority budget March/April of this year.

Motion to approve \$200,000 for financial assistance to Portland Fish Exchange to pay off the line of credit.

Motion by Arnold, 2nd by Alfiero

Discussion: Mr. Moretti asked for clarification on cash reserves for the Portland Fish Authority, confirmed to be sufficient by Mr. O'Connell. General consensus of Board was to address paying the line of credit to avoid finance charges and address the additional ask of cash reserves at a future meeting. Mr. O'Connell informed the Board that the City is integrating the Fish Exchanges' finances with the City's account system. The Board can expect to see merged financial statements in the near future.

No Public Comment

Approved 8-0 by unanimous vote of all present

3. Review and discuss formation of two Committees - Finance Committee and Portland Fish Exchange Committee.

Hudson would like to form two committees to make Board Meetings more efficient: a Finance Committee and a Portland Fish Exchange Committee.

Motion to approve the formation of a Portland Fish Exchange Subcommittee with the following members:

Tracy Pearce, Chair

Robert Odlin

Nick Alfiero

John Arnold

Mary Hudson

Matthew Moretti

Mike Foster

Motion by Odlin, 2nd by Arnold

Discussion: With the formation of subcommittees the need for monthly meetings was presented by O'Connell. The consensus was that further discussion was needed to reevaluate at a later date. Subcommittee meetings will have to be advertised.

No Public Comment

Approved 8-0 by unanimous vote of all present.

Motion to approve the formation of a Finance Subcommittee with the following members:

Brendan O'Connell, Chair

John Arnold

Robert Odlin

Robert Vanmeter

Motion by Arnold, 2nd by Hudson

No Public Comment

Approved 8-0 by unanimous vote of all present.

4. Election of Officers

Mary Hudson is going to step down as President.

Nomination for Rob Odlin as President was presented by Alfiero and seconded by Arnold. Odlin accepts nomination.

Nick Alfiero declined nomination for Vice President.

Nomination for Tracy Pearce as Vice President was presented by Odlin and seconded by Alfiero. Pearce accepts nomination.

Motion to elect the following slate of officers:

President: Robert Odlin

Vice President: Tracy Pearce

Treasurer: Brendan O'Connell

Secretary: John Arnold

Assistant Secretary: Greg Watson

Motion by Arnold, 2nd by Alfiero

Discussion: Mr. Odlin agreed that it is best to have an assistant secretary who is someone from the City.

No Public Comment

Approved 8-0 by unanimous vote of all present.

5. Next Regular Board Meeting Date: February 20, 2025

The next regular Board meeting will be March 20, 2025, with subcommittee meetings occurring prior.

6. Any other items from Board and staff

Ms. Hudson expressed concerns regarding the upcoming fishing season and suggested that at the next Board Meeting, this be discussed as it could affect the Portland Fish Exchange.

7. Meeting adjourned by consensus of all attending at approximately 4:41 p.m.

Attachments included in the meeting packet:

Draft Meeting Minutes for November 21, 2024

Memorandum for Financial Assistance Request by the Portland Fish Exchange

**Fish Pier Authority
FY25 Budget Status
As of March 13-2025**

Agenda Item 2

	FY25 Budget	YTD	Balance	%	FY24 YTD	FY25 vs. FY24	%
Revenue:							
<i>Miscellaneous</i>	14,395	3,436	10,959	23.9%	720	2,716	377.1%
<i>Berthing</i>	29,376	20,632	8,744	70.2%	4,208	16,424	390.3%
<i>Parking</i>	470,404	329,146	141,258	70.0%	76,536	252,610	330.1%
<i>Ground Rent (Leases)</i>	199,833	183,017	16,816	91.6%	30,611	152,406	497.9%
<i>Interest Income</i>					83,396	(76)	-100.0%
Total Revenue	714,008	536,230	177,778	75.1%	112,150	424,080	378.1%
Expenditures:							
<i>Admin. and Maint. Service</i>	92,399	69,991	22,408	75.7%	27,704	42,287	152.6%
<i>Travel/Training/Meetings</i>	1,500	0	1,500	0.0%	0	0	#DIV/0!
<i>Contractual Services</i>	30,263	3,623	26,640	12.0%	3,132	491	15.7%
<i>Engineering Services</i>	26,000	2,669	23,331	10.3%	3,007	(338)	-11.2%
<i>Printing/Copying</i>	1,200	880	320	73.3%	0	880	#DIV/0!
<i>Equipment Repair</i>	12,000	4,250	7,750	35.4%	0	4,250	#DIV/0!
<i>Land/Pier/Building Repair</i>	200,000	48,996	151,004	24.5%	11,148	37,847	339.5%
<i>Insurance</i>	15,120	0	15,120	0.0%	0	0	#DIV/0!
<i>Supplies</i>	13,500	1,457	12,043	10.8%	0	1,457	#DIV/0!
<i>Electricity</i>	15,000	12,260	2,740	81.7%	827	11,432	1381.7%
<i>Debt Service</i>	10,724	631	10,093	5.9%	0	631	#DIV/0!
Total Expenditures	417,706	144,756	272,950	34.7%	45,818	98,938	215.9%
Net Revenues Over(Under) Expense	296,302	391,474	(95,172)		66,332	325,142	490.2%

To: Portland Fish Pier Authority Board
From: Philip DiPierro, Facilities Project Manager
Date: March 12, 2025
RE: Facilities Update
CC: Rob Kierstead, Director

Please find below a listing of the monthly improvements to the Portland Fish Pier by the Public Buildings and Waterfront Division:

Updates January through February 2025

- Engineering and plans have been completed for the shore power upgrade project in the net yard and sorting pier one. City staff has reviewed it with Fish Pier staff and a bid package is being prepared. The project is scheduled to go out to bid in April or May.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates December 2024

- City staff met again with an electrical engineer to discuss options for replacing or upgrading the shore power units in the Net Yard and on Sorting Pier 1. Once a contract is signed, engineering for a bid package will begin.
- Grounds maintenance for the season is ongoing.
- Ongoing maintenance continues throughout the facility.

Updates October through November 2024

- City staff is met with an electrical engineer to discuss options for replacing or upgrading the shore power units in the Net Yard and on Sorting Pier 1.
- Grounds maintenance for the season is ongoing. Salt/sand barrels have been set up and filled for the season, and common areas have been cleared for plowing.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.

Updates September 2024

- Ten new galvanized camel brackets have been installed on the five new composite camels that were recently purchased and installed.
- The Dump Guy was recently contracted to pick up needles, clean the remains of homeless camps, and to remove accumulated trash from the common areas throughout the facility.
- City staff is looking into options for replacing or upgrading the shore power units in the Net Yard.
- Grounds maintenance for the season is ongoing. The City's Parks Department is working on fall cleanup throughout the facility.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.

Updates June through August 2024

- Five additional new ladders have been installed throughout the facility for a total of 10 new ladders this year.

- Five new composite camels have been installed throughout the facility & two log camels have been relocated.
- The concrete steps located between Cozy Harbor and Bristol Seafood have been repaired to eliminate a tripping hazard that existed. The concrete walls on the face of the ramp and steps have also been repaired with a concrete structural skin product, to improve the look and to help extend the life of the concrete.
- The area that generated trash located next to the substation between Vessel Services and the Marine Trade Center has been cleaned.
- The trench drains in front of the Exchange loading docks have all been cleaned.
- Grounds maintenance for the season is ongoing. The City's Parks Department will start fall cleanup next month.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.

Updates March through May 2024

- The pile jacket project at sorting pier 1 has been completed. Pepperrell Cove Marine finished the project in April.
- Five new ladders have been installed throughout the facility. Five additional ladders have been ordered for installation by the end of June.
- Five new camels have been ordered for installation throughout the facility. Camel delivery is expected during the week of June 10th, and installation will take place before the end of June.
- The City's Traffic Division completed the re-striping of the front parking lot.
- Spring cleanup of the Facility, and grounds maintenance has started for the season. The City's Parks Department is now providing these services.
- The Bellingham floats that were stored in the Net Yard have been removed.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.

Updates January through February 2024

- Prock Marine has been awarded a change order for the installation of 28 pile jackets at sorting pier one. Prock has subcontracted the pile jacket project to Pepperrell Cove Marine. Pepperrell Cove is expected to start work within the next month.
- Five new ladders have been purchased for installation throughout the facility.
- Five new camels have been ordered for installation throughout the facility.
- City staff is working with our Traffic Division to complete re-striping of the front parking lot.
- City staff has secured additional CARES funding to complete additional projects throughout the facility i.e. camel installs, ladder installs, shore power upgrades, pile jacketing, etc.
- Spring cleanup of the Facility, and grounds maintenance is expected to start in April.
- Ongoing maintenance continues throughout the facility to address a list of items that includes repair and/or replacement of loose/broken chocks, walers, piles, etc.

CITY OF PORTLAND, MAINE

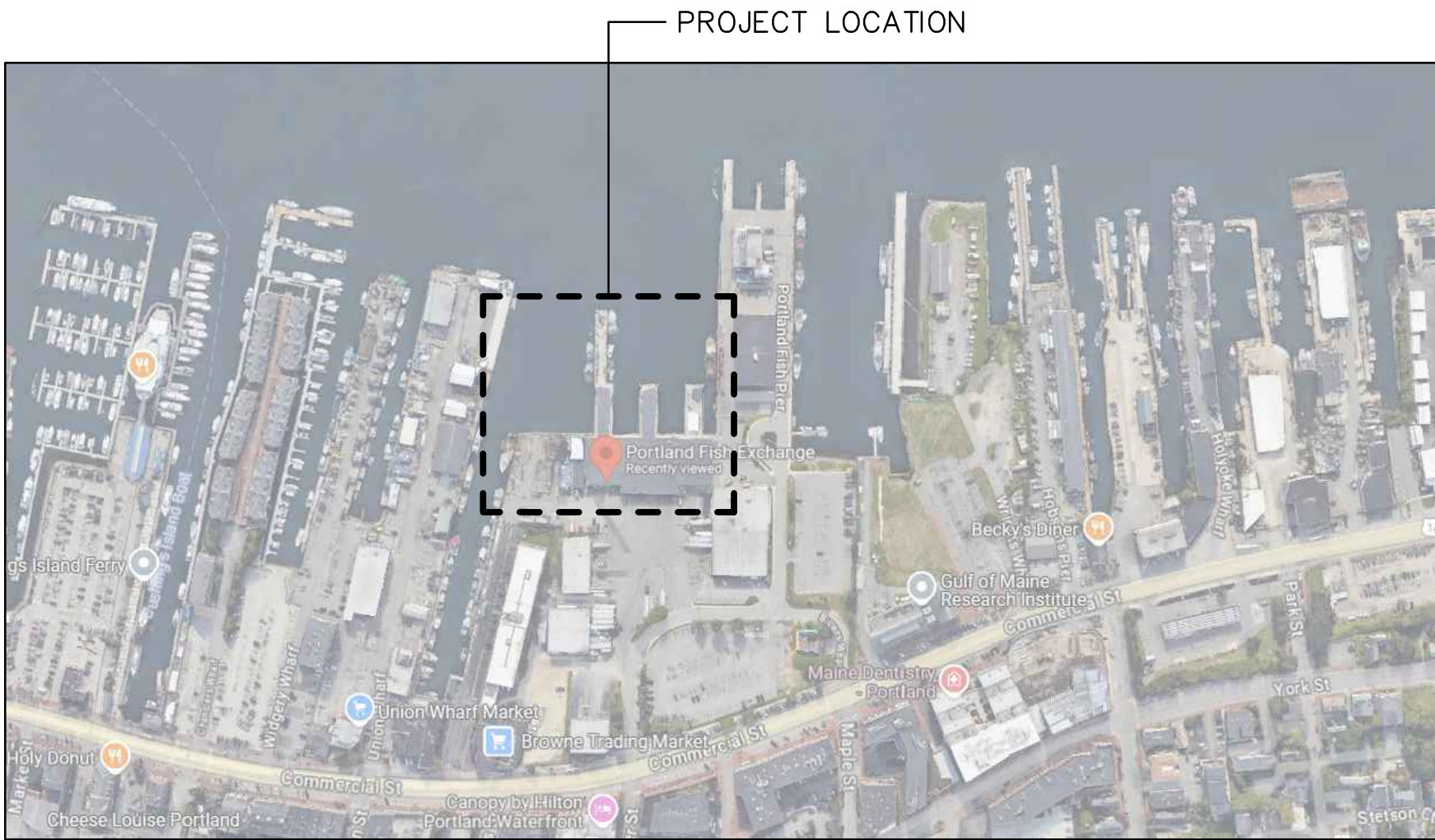
SHORE POWER RENOVATIONS AT
PORTLAND FISH EXCHANGE
6 PORTLAND FISH PIER
PORTLAND, ME 04101



OVERALL SITE PLAN
SCALE: APPROXIMATED AS SHOWN

PROJECT NOTES:

1. **CLIENT**
 - PORTLAND FISH EXCHANGE VIA CITY OF PORTLAND
 - CLIENT CONTACT: PHILIP DIPIERRO – PUBLIC BUILDINGS & WATERFRONT DEPARTMENT
 - EMAIL: PD@PORTLANDMAINE.GOV
 - PHONE: 207.808.5403
2. **ENGINEER**
 - MATT LYLE, P.E. – MEGA ENGINEERING, PLLC
 - EMAIL: MATT@MEGAENGINEERINGME.COM
 - PHONE: 207.749.4514
3. GENERAL WORK SCOPE INCLUDES THE FOLLOWING:
 - 3.1. COMPLETE DEMOLITION OF ALL EXISTING SHORE POWER STATIONS AS NOTED HEREIN ON THE SITE PLAN AND ACCOMPANYING DETAILS SHEETS. THIS INCLUDES FEEDER WIRING AND CONDUIT, UNLESS OTHERWISE NOTED.
 - 3.2. PROVIDE NEW SHORE POWER STATIONS AS DESIGNATED HEREIN ON SITE PLAN AND ACCOMPANYING DETAILS SHEETS.
 - 3.2.1. PROVIDE NEW FEEDER WIRING AND CONDUIT.
 - 3.2.2. PROVIDE NEW MOUNTING HARDWARE AND SUPPORT SYSTEMS FOR RACEWAYS.
 - 3.2.3. THE WORK OF THIS CONTRACT WILL REQUIRE WATER ACCESS IN ORDER TO REMOVE AND REPLACE RACEWAYS BELOW THE SORTING PIER. CONTRACTOR IS RESPONSIBLE FOR ALL WATER ACCESS, INCLUDING REQUISITE PERMITTING AND AUTHORIZATIONS.
4. THE FOLLOWING ALLOWANCES HAVE BEEN ASSIGNED TO ACCOUNT FOR UNFORESEEN PROJECT CONDITIONS:
 - 4.1. NET REPAIR YARD: PROJECT ASSUMPTION IS THAT EXISTING UNDERGROUND CONDUIT IS SUITABLE FOR RE-USE. SHOULD FIELD CONDITIONS NECESSITATE REPLACEMENT, PROVIDE EXCAVATION, CONDUIT REMOVAL/REPLACEMENT, BACKFILL, AND ASPHALT PAVING.
 - 4.2. ALLOWANCE: \$300/LF; 200 LF (ASSUMED) = \$60,000.
5. ADDITIVE ALTERNATE
 - 5.1. SEE SORTING PIER DETAIL SHEET E-102.
 - 5.2. PROVIDE ADDITIVE PRICE FOR REPLACING EXISTING SORTING PIER PANEL SP IN-KIND.
 - 5.3. PROVIDE NEMA 4X ENCLOSURE AND ALL MOUNTING HARDWARE REQUIRED FOR A COMPLETE IN-KIND REPLACEMENT INSTALLATION.
 - 5.4. FIELD CONFIRM EXISTING BREAKER LINEUP.
6. PROVIDE COMPLETE SYSTEM TESTING, INCLUDING:
 - 6.1. VOLTAGE READINGS AT EACH SHORE POWER CONNECTION.
 - 6.2. INSULATION RESISTANCE TESTING OF NEWLY INSTALLED WIRING.
 - 6.3. OPERATION OF GROUND FAULT DETECTION DEVICES.

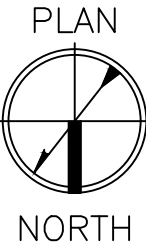


LOCATION MAP
SCALE: NOT TO SCALE

NOT FOR CONSTRUCTION - INTERNAL USE ONLY

			CITY OF PORTLAND, MAINE
			PORTLAND FISH EXCHANGE SHORE POWER UPGRADES
2	95% REVIEW	03/04/2025	PROJECT TITLE SHEET
1	ISSUED FOR REVIEW	02/18/2025	
REV.	SUBMISSION	DATE	
 MEGA ENGINEERING PORTLAND, ME 207.749.4514 MATT@MEGAENGINEERINGME.COM			MEGA PROJECT NO. 2025-002
			DRAWING NO. SHEET # OF 1 4
			G-001

NOTE: ONLY AN ENGINEER-SIGNED,
SEALED, AND DATED DOCUMENT MAY
BE UTILIZED FOR PERMITTING, BIDDING,
AND/OR CONSTRUCTION PURPOSES.





CONDUIT PENETRATIONS DOWN FROM SORTING PIER ELECTRICAL

REMOVE ALL EXISTING CONDUIT, WIRING, AND HANGERS ALONG SORTING PIER

BELOW DECK
CONDUIT TRANSITION

REFERENCE SHEET E-102

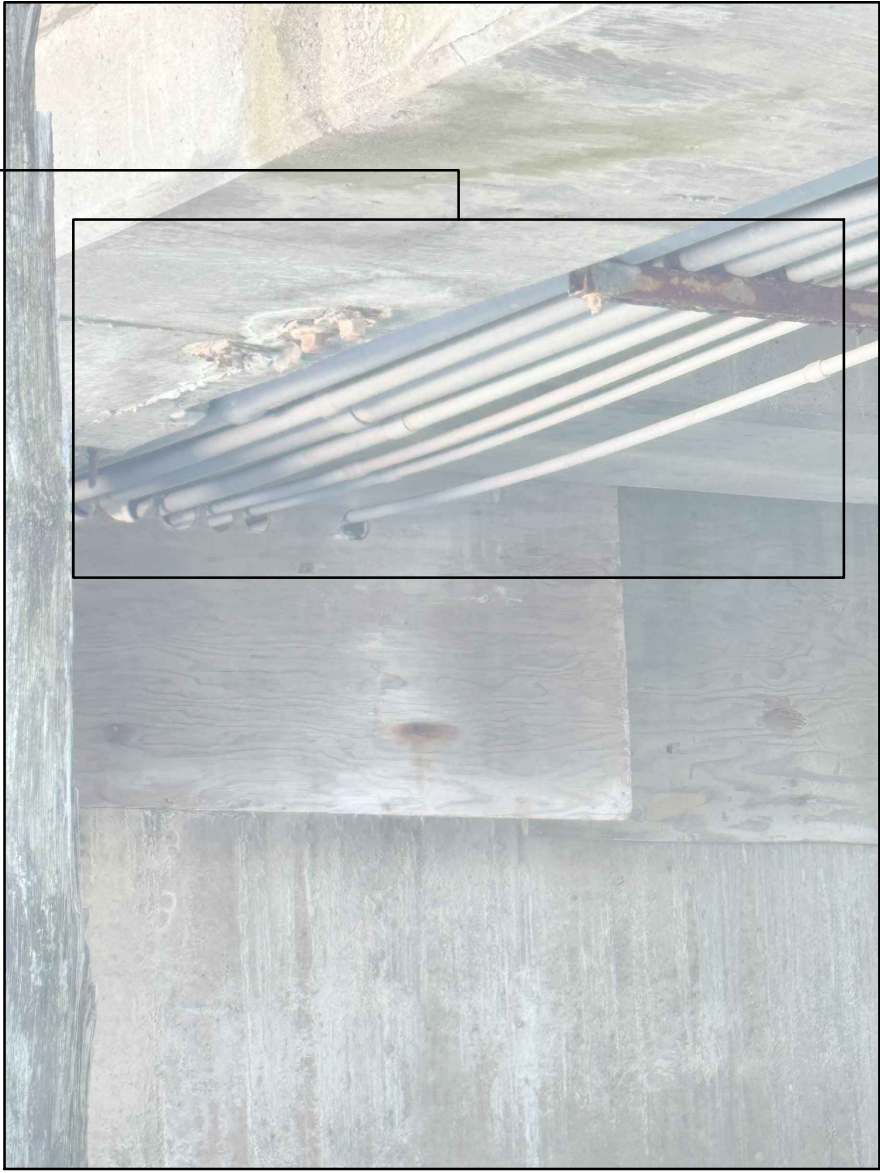


CONDUIT SWEEPS TO STATIONS #1 & #2, INCLUDING POLE LIGHTING

CONDUIT SWEEPS TO STATIONS #3, #4, & #5

EAST-WEST CONDUIT
ROUTING SEPARATION

REFERENCE SHEET E-102



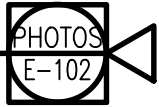
CONDUIT PENETRATIONS TO STATIONS #1 & #2, INCLUDING POLE LIGHTING; TAKE INVENTORY OF ALL EXISTING PRIOR TO REMOVING ENTIRELY

EAST CONDUIT ROUTING

REFERENCE SHEET E-102

SORTING PIER BELOW DECK PHOTOS

REFERENCE SHEET E-102



GENERAL ELECTRICAL NOTES AND SPECIFICATIONS

- SEE SHEET G-001 FOR GENERAL PROJECT NOTES AND OVERALL SITE PLAN.
- WORK SCOPE INTENTION IS TO COMPLETELY REMOVE EXISTING SHORE POWER STATIONS, INCLUDING FEEDER WIRING AND SOURCE BREAKERS. PROVIDE AND INSTALL NEW SHORE POWER STATIONS AS SPECIFIED, INCLUDING NEW SOURCE BREAKERS AND FEEDER WIRING. PROVIDE LOCAL MEANS OF DISCONNECT AT EACH NEW SHORE POWER STATION.
 - SEE DETAILS SHEETS E-101 "NET REPAIR YARD" AND E-102 "SORTING PIER" FOR ADDITIONAL DETAILS AND WORK SCOPE ITEMS.
- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH NFPA 70 – NATIONAL ELECTRICAL CODE (NEC), 2023.
- SHORE POWER RECEPTACLES STATIONS SHOWN THIS SHEET SHALL BE CONSIDERED AS "BASIS-OF-DESIGN." ALTERNATIVE PRODUCTS THAT MEET – OR EXCEED – THE MINIMUM REQUIREMENTS WILL BE CONSIDERED.
 - GENERALLY, PRODUCTS SHALL BE SOURCED FROM A REPUTABLE MANUFACTURER IN THE MARINE SHORE POWER INDUSTRY.
 - PRODUCTS SHALL BE UL-LISTED AS A COMPLETE ASSEMBLY.
 - PRODUCTS SHALL BE COMPLETELY WEATHERTIGHT AND CONSTRUCTED OF CORROSION-RESISTANT MATERIALS.
 - WEATHERTIGHT INTEGRITY SHALL BE MAINTAINED WHEN IN-USE WITH ASSOCIATED CABLE PLUGS.
 - VERIFY REQUIRED MOUNTING HARDWARE AND CONDUIT KNOCKOUTS WITH EXISTING STRUCTURAL SHORE POWER STANCHIONS TO REMAIN.
 - INTEGRITY OF ENCLOSURES SHALL NOT BE COMPROMISED IN ANY WAY IN ORDER TO MOUNT THE UNIT.
 - PROVIDE ALL HARDWARE AND FITTINGS NECESSARY.
- ALL CONDUCTOR MATERIAL, INCLUDING WIRING, DEVICE BUSSES, AND GROUNDING, SHALL BE COPPER.
 - WIRING METHODS:
 - CONDUCTOR WIRING: 600-VOLT COPPER, XHHW INSULATION.
 - CONDUIT: HEAVY-WALL EPOXY SYSTEM FIBERGLASS (ATKORE FRE, OR EQUAL).
 - FRAMING CHANNEL: GALVANIZED STEEL.
 - HANGERS, THREADED ROD, MOUNTING HARDWARE: GALVANIZED STEEL.
- PROVIDE COMPLETE SYSTEM TESTING, INCLUDING:
 - VOLTAGE READINGS AT EACH SHORE POWER CONNECTION.
 - INSULATION RESISTANCE TESTING OF NEW CABLES.
 - OPERATION OF GROUND FAULT DETECTION DEVICES.
- SORTING PIER PHOTOS THIS SHEET GENERALLY REPRESENT EXISTING CONDITIONS OF CONDUIT ROUTING BELOW PIER. AT THE TIME OF DESIGN ISSUE, NOT ALL BELOW-PIER CONDUIT ROUTING HAS BEEN OBSERVED AND/OR INSPECTED.
 - WORK SCOPE INTENTION IS TO REMOVE COMPLETELY ALL CONDUIT AND WIRING, INCLUDING SUPPORT HANGERS, BACK TO SOURCE PANELS IN SORTING PIER ELECTRICAL DISTRIBUTION ROOM. SEE SHEET E-102.
 - PRIOR TO DEMOLITION, CONTRACTOR SHALL VERIFY ALL ACTIVE CONDUITS AND ASSOCIATED LOADS. ASSUMPTIONS HAVE BEEN MADE HEREIN FOR SCOPING PURPOSES. BRING ANY OBSERVED DISCREPANCIES TO THE ATTENTION OF THE OWNER AND ENGINEER.
 - PROVIDE ALL NEW CONDUIT AND WIRE ROUTING BELOW PIER, INCLUDING SUPPORT SYSTEMS.
 - BASIS-OF-DESIGN CONDUIT PRODUCT: ATKORE PVC-COATED STEEL.
 - NOTE: INSTALLER MUST BE CERTIFIED BY SELECTED MANUFACTURER.
 - PROVIDE EXPANSION FITTINGS AT INTERVALS AS RECOMMENDED BY SELECTED MANUFACTURER.
 - HANGER HARDWARE SHALL BE CORROSION-RESISTANT AND COMPATIBLE WITH APPROVED CONDUIT SYSTEM.
 - PROVIDE SUPPORTS AT A MINIMUM OF EVERY 10'-0" LINEAL FEET.
 - PROVIDE ADDITIONAL SUPPORTS WITHIN 18" ON BOTH SIDES OF FITTINGS AND COUPLINGS.
 - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MEANS OF ACCESS FOR WORK BELOW THE SORTING PIER.
- PROVIDE EQUIPMENT LABELS FOR ALL NEW ELECTRICAL EQUIPMENT.
 - ENGRAVED OR ETCHED PHENOLIC LABEL MATERIAL.
 - WHITE LETTERS ON BLACK BACKGROUND.
 - AFFIX TO EQUIPMENT USING SCREWS AND/OR WEATHERTIGHT ADHESIVE.
 - LABELS SHALL BEAR THE FOLLOWING:
 - UNIQUE EQUIPMENT IDENTIFIER (I.E., "SHORE POWER STATION #1").
 - ELECTRICAL CHARACTERISTICS, VOLTAGE, PHASE, AND AMP RATINGS.
 - SOURCE CIRCUIT OR LOAD SERVED (I.E., "FED FROM PANEL SP, CIRCUIT-5,7").
 - PROVIDE SAFETY LABELS AS REQUIRED BY NEC AND NFPA 70E.
 - PROVIDE UPDATED, TYPED PANEL SCHEDULES FOR AFFECTED PANELS.



INTEGRAL LIGHT NOT REQUIRED

PROVIDE SELF-CLOSING FLAPPER CAP, VICE SCREW CAP



PROPOSED SHORE POWER RECEPTACLE
SCALE: NONE

PROPOSED 208V/100A/3PH
SHORE POWER RECEPTACLE
SCALE: NONE

- WORK SCOPE**
- BASIS-OF-DESIGN: EATON NEWPORT HARBOR MATE POWER STATION.
 - UL 231 LISTED AND NFPA 303 CERTIFIED FOR USE IN MARINAS AND BOATYARDS AS A WEATHERTIGHT ASSEMBLY.
 - 140-AMP BUS BAR; LOAD SIDE FACTORY PRE-WIRED FOR DESIGNATED BREAKER/RECEPTACLE ASSEMBLIES.
 - TWO (2) 125V/30A TWISTLOCK SHORE POWER RECEPTACLES; NEMA L5-30R.
 - EACH PROTECTED BY ITS OWN 30A/1P BREAKER WITH INTEGRAL 30mA GROUND FAULT PROTECTION.
 - ONE (1) 125V/20A GFCI DUPLEX CONVENIENCE RECEPTACLE; NEMA 5-20R.
 - PROTECTED BY ITS OWN 20A/1P GFCI BREAKER.
 - RECEPTACLE LABELED "NOT FOR SHORE POWER".
 - INTEGRAL LIGHT SHOWN NOT REQUIRED.
 - QUANTITIES:
 - NET REPAIR YARD (SEE SHEET E-101): TWO (2).
 - SORTING PIER (SEE SHEET E-102): FIVE (5).

- WORK SCOPE**
- BASIS-OF-DESIGN: ABB RUSSELLSTOLL MAX-GARD PIN-AND-SLEEVE RECEPTACLE WITH INTEGRAL CIRCUIT BREAKER INTERLOCK.
 - UL 231 LISTED AND NFPA 303 CERTIFIED FOR USE IN MARINAS AND BOATYARDS AS A WEATHERTIGHT NEMA 4X ASSEMBLY.
 - 208-VOLT, 3-PHASE, 4-WIRE, + GROUND (TOTAL 5-WIRE SYSTEM).
 - 100-AMP PIN-AND-SLEEVE RECEPTACLE ASSEMBLY WITH ATTACHED, SELF-CLOSING FLAPPER CAP.
 - FACTORY PRE-WIRED WITH INTEGRAL 100A/3P BREAKER PROVIDING 30ma GROUND FAULT PROTECTION.
 - QUANTITY, SORTING PIER (SEE SHEET E-102): TWO (2), EACH STAND-ALONE CONNECTIONS CO-LOCATED AT SHORE POWER STATIONS #1 & #2..

NOTE: ONLY AN ENGINEER-SIGNED, SEALED, AND DATED DOCUMENT MAY BE UTILIZED FOR PERMITTING, BIDDING, AND/OR CONSTRUCTION PURPOSES.

NOT FOR CONSTRUCTION - INTERNAL USE ONLY			
			CITY OF PORTLAND, MAINE
			PORTLAND FISH EXCHANGE SHORE POWER UPGRADES
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REV.	SUBMISSION	DATE	
 MEGA ENGINEERING PORTLAND, ME 207.749.4514 MATT@MEGAENGINEERINGME.COM		MEGA PROJECT NO. 2025-002	DRAWING NO. E-001
		SHEET # OF 2 4	



SHORE POWER STATIONS
#6 & #7 BREAKERS, 20A/1P;
GENERAL PURPOSE RECEPTACLES

SHORE POWER STATIONS
#6 & #7 BREAKERS, 50A/2P;
SHORE POWER RECEPTACLES

REMOVE EXISTING SHORE POWER
TERMINAL BOX; REPLACE WITH
TAP/PULLBOX EQUIVALENT

REMOVE ALL EXISTING ELECTRICAL
COMPONENTS; 480V SYSTEM
ASSUMED ABANDONED

MAINTAIN 2" SHORE POWER
FEEDER CONDUIT FROM PANEL LP
TO TERMINAL BOX

MAINTAIN EXISTING BOLLARDS
(TYP.)

2" CONDUIT LEAVES PANEL AND
TRANSITIONS UNDERGROUND

NET REPAIR YARD PANEL LP

SCALE: NONE

WORK SCOPE

1. SQUARE D TYPE NQOD PANELBOARD; 120/240V, 1-PHASE, 3-WIRE; 125A MAIN BREAKER
2. REMOVE TWO (2) 50A/2P SHORE POWER BREAKERS AND ASSOCIATED FEEDER WIRING TO SHORE POWER STATIONS #6 & #7. MAINTAIN 2" CONDUIT FOR NEW FEEDER WIRING.
3. PROVIDE TWO (2) NEW 50A/2P SHORE POWER BREAKERS WITH 100mA GROUND FAULT PROTECTION.
 - 3.1. VERIFY LUGS WITH PROPOSED WIRE SIZE BELOW.
4. FOR EACH SHORE POWER CONNECTION, PROVIDE (3) #4 AWG & (1) #10 GND IN EXISTING CONDUIT.
5. REMOVE 20A/1P WIRING CIRCUITS TO STAND-ALONE GENERAL-PURPOSE RECEPTACLES. MAKE BREAKERS 'SPARE'.



- (2) 1" CONDUITS & (2) 1/2" CONDUITS UNDERGROUND FROM TERMINAL BOX TO SHORE POWER STATIONS #6 & #7 (OBSCURED IN PHOTO):
- ABANDON 1/2" CONDUITS.
 - MAINTAIN, RECONFIGURE, AND EXTEND 1" CONDUITS FROM NEW TAP/PULLBOX TO UNDERGROUND IN ORDER TO RE-FEED SHORE POWER STATIONS.

NET REPAIR YARD JUNCTION

SCALE: NONE

WORK SCOPE

1. PRIOR TO DEMOLITION, VERIFY ACTIVE CIRCUITS WITH OWNER AND ENGINEER.
2. REMOVE ALL ASSOCIATED WIRING, CONDUIT FITTINGS, AND ENCLOSURES.
3. PROVIDE 12X12X8 NEMA 4X STAINLESS STEEL NEMA TAP/PULLBOX FOR SHORE POWER STATIONS #6 & #7. MODIFY EXISTING UNDERGROUND CONDUIT(S) TO ENTER NEW JUNCTION BOX.
4. UTILIZE NEW TAP/PULLBOX TO DISTRIBUTE SHORE POWER STATIONS #6 & #7 FEEDERS FROM SINGLE 2" CONDUIT TO (2) INDIVIDUAL 1" CONDUITS.



REMOVE SHORE POWER
STATION COMPLETELY

MAINTAIN 1" RIGID FEEDER CONDUIT
STUB FROM TERMINAL BOX TO
MAXIMUM EXTENT PRACTICABLE.

REMOVE 120V/20A CONVENIENCE
RECEPTACLE AND 1/2" CONDUIT.

EXISTING STRUCTURAL MOUNTING
STANCHION ASSUMED TO REMAIN.
REPORT ANY OBSERVED DEFICIENCIES
WITH OWNER AND ENGINEER.

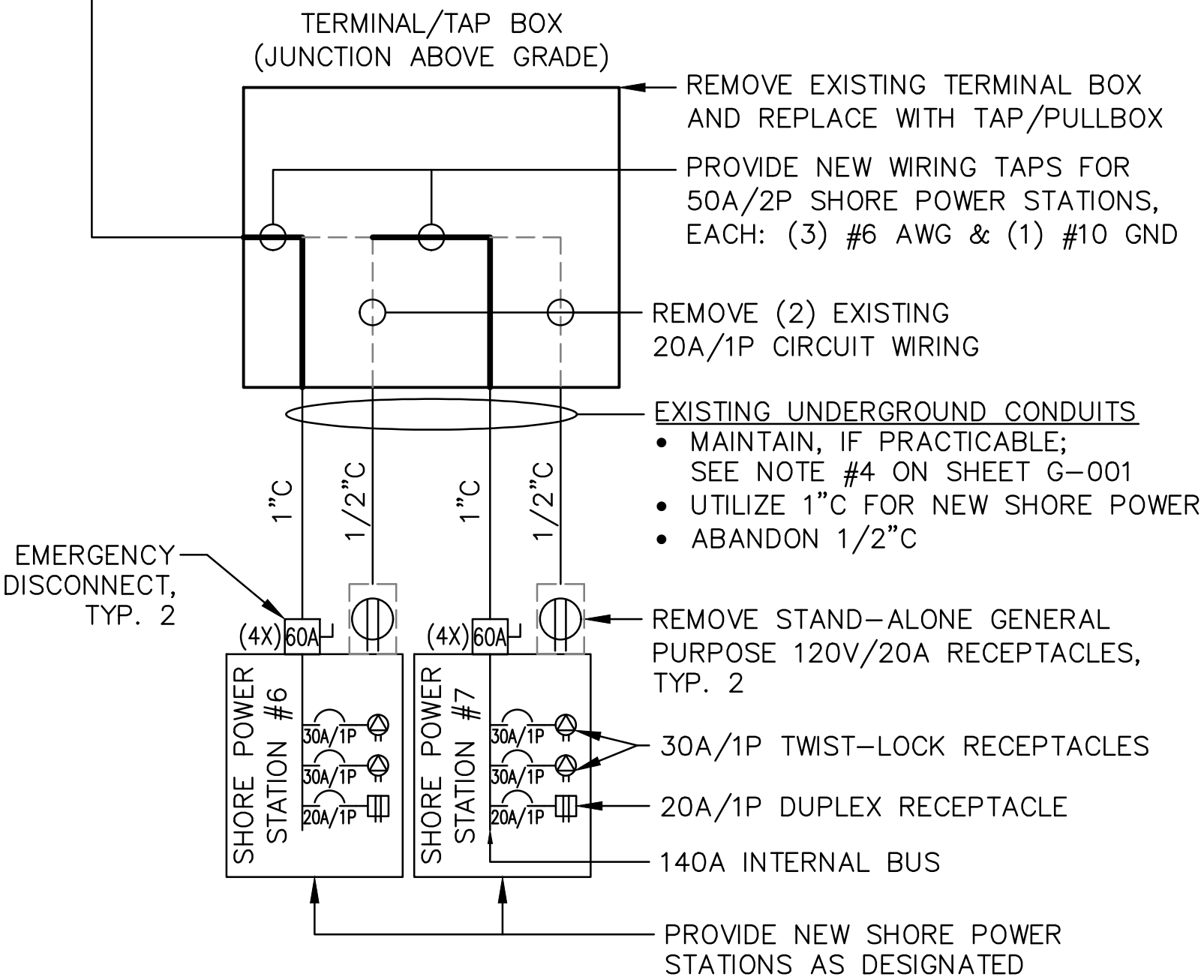
SHORE POWER STATION #7

SCALE: NONE

WORK SCOPE

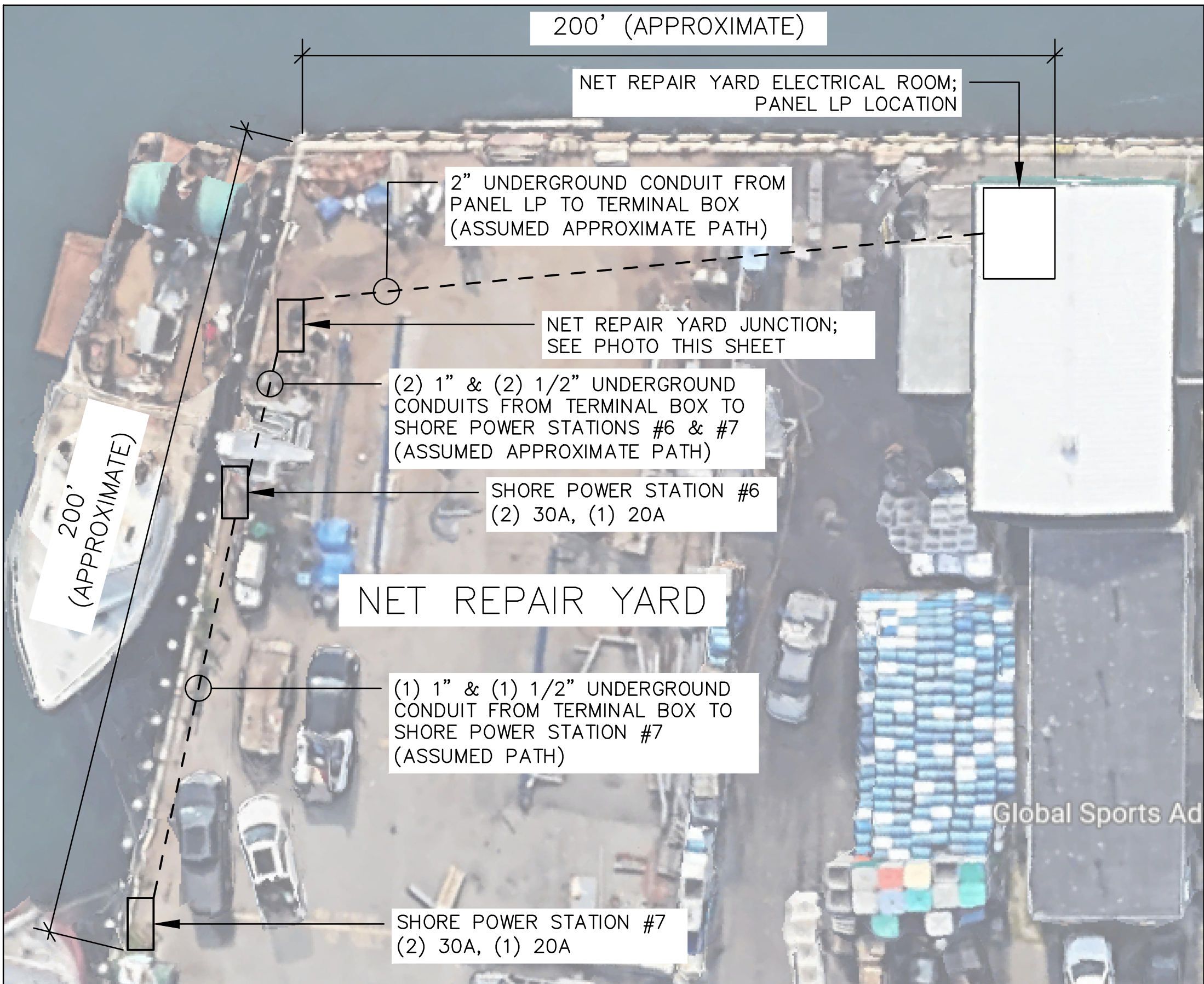
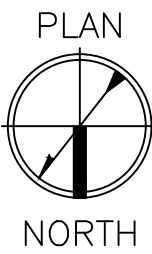
1. SHORE POWER STATION #6 SIMILAR (NOT SHOWN).
2. REMOVE EXISTING DEVICES COMPLETELY. MAINTAIN MOUNTING STANCHION.
3. PROVIDE NEW HARBOR MATE SHORE POWER STATIONS. SEE SHEET E-001 FOR BASIS-OF-DESIGN.

- EXISTING 2" UNDERGROUND CONDUIT
- MAINTAIN, IF PRACTICABLE; SEE NOTE #4 ON SHEET G-001
 - REMOVE EXISTING: (2) 50A/2P CIRCUITS & (2) 20A/1P CIRCUITS
 - ROUTE NEW: (2) 50A/2P CIRCUITS



ONE-LINE DIAGRAM

SCALE: NONE



NET REPAIR YARD SITE PLAN

SCALE: AS NOTED

SHEET NOTES

1. SEE SHEET G-001 FOR GENERAL PROJECT NOTES AND OVERALL SITE PLAN.
2. SEE SHEET E-001 FOR GENERAL ELECTRICAL NOTES AND SPECIFICATIONS..
3. WORK SCOPE: INTENTION IS TO REMOVE EXISTING SHORE POWER STATIONS #6 & #7 AND REPLACE WITH BASIS-OF-DESIGN PRODUCT - SEE SHEET E-001.
 - 3.1. EXISTING STATIONS ARE COMPRISED OF THE FOLLOWING:
 - 3.1.1. 30A/1P MARINE SHORE POWER RECEPTACLE STATION.
 - 3.1.2. 20A/1P STAND-ALONE, GENERAL-PURPOSE RECEPTACLE (DEDICATED CIRCUIT).
 - 3.1.3. REMOVE ALL EXISTING DEVICES COMPLETELY.
 - 3.2. REPLACEMENT SHORE POWER STATIONS CONSIST OF (2) 30A/1P RECEPTACLES AND (1) 20A/1P RECEPTACLE IN SINGLE ENCLOSURE FED FROM A 50A/2P SOURCE BREAKER. THEREFORE, EXISTING 20A/1P CIRCUITS SHALL BE REMOVED, CONDUIT ABANDONED, AND BREAKERS MADE "SPARE".
 - 3.3. MAINTAIN AND RE-USE EXISTING UNDERGROUND PATHWAYS TO MAXIMUM PRACTICABLE. REPORT ANY DEFICIENCIES TO OWNER AND ENGINEER.
 - 3.4. NOTE: AN ALLOWANCE HAS BEEN IDENTIFIED ON SHEET G-001 FOR ANY NEW CONDUIT - INCLUDING EXCAVATION AND PAVING - THAT MAY BE REQUIRED AS A RESULT OF DEFICIENCIES IDENTIFIED DURING FIELD WORK.

NOT FOR CONSTRUCTION - INTERNAL USE ONLY

			CITY OF PORTLAND, MAINE	
			PORTLAND FISH EXCHANGE SHORE POWER UPGRADES	
2	95% REVIEW	03/04/2025	NET REPAIR YARD DETAILS	
1	ISSUED FOR REVIEW	02/18/2025		
REV.	SUBMISSION	DATE		
 MEGA ENGINEERING PORTLAND, ME 207.749.4514 MATT@MEGAENGINEERINGME.COM			MEGA PROJECT NO. 2025-002	DRAWING NO. E-101
			SHEET # 3	OF 4

NOTE: ONLY AN ENGINEER-SIGNED,
SEALED, AND DATED DOCUMENT MAY
BE UTILIZED FOR PERMITTING, BIDDING,
AND/OR CONSTRUCTION PURPOSES.



75 KVA STEP-DOWN TRANSFORMER T2
480V-208/120V, 3-PHASE

37.5 KVA STEP-DOWN TRANSFORMER T1
480V-240V, 1-PHASE

PANEL SP - 120/240V, 1PH,
200A MAIN BREAKER

SHORE POWER STATIONS #1 & #2
DISCONNECT SWITCHES,
208-VOLT, 3PH, 100-AMP

(2) 2" CONDUITS TRANSITION
BELOW PIER DECK

CONDUITS TRANSITION BELOW PIER DECK TO LOADS;
SEE SHEET E-001 PHOTOS

- (2) 2" - 100A SHORE POWER
- (5) 1" - 30A SHORE POWER
- (5) 1/2" - 20A GENERAL PURPOSE
- (1) 1/2" - POLE LIGHTS
- (1) 1/2" - TO BE FIELD DETERMINED

SORTING PIER SHORE
ELECTRICAL SERVICE

SCALE: NONE

- WORK SCOPE**
1. REMOVE TWO (2) 100A SHORE POWER DISCONNECT SWITCHES AND WIRING TO STATIONS #1 & #2.
 2. MAINTAIN 2" CONDUIT TRANSITIONS FOR NEW FEEDER WIRING.
 3. PROVIDE NEW 100A/3P ENCLOSED, MOLDED-CASE CIRCUIT BREAKERS WITH 30-100mA GROUND FAULT PROTECTION.
 4. PROVIDE (4) #1 AWG & (1) #6 GND IN EACH 2" CONDUIT.



SHORE POWER STATIONS #1 - #5
BREAKERS, 20A/1P
GENERAL PURPOSE RECEPTACLES

POLE LIGHTING BREAKER, 20A/2P

SHORE POWER STATIONS #1 - #5
BREAKERS, 50A/2P

SORTING PIER PANEL SP

SCALE: NONE

- WORK SCOPE**
1. SQUARE D TYPE NQOD, 120/240V, 1PH, 3W, 200A MAIN BREAKER. SEE NOTE #4 THIS SHEET.
 2. REMOVE FIVE (5) 50A/2P SHORE POWER BREAKERS AND ASSOCIATED FEEDER WIRING TO SHORE POWER STATIONS #1 - #5.
 3. PROVIDE FIVE (5) NEW 50A/2P SHORE POWER BREAKERS WITH 100mA GROUND FAULT PROTECTION.
 4. FOR EACH SHORE POWER CONNECTION, PROVIDE (3) #6 AWG & (1) #8 GND IN 1" CONDUIT.
 5. REMOVE 20A/1P GENERAL PURPOSE RECEPTACLE CIRCUITS AND MAKE BREAKERS SPARE.



SHORE POWER STATION #2;
30A BREAKER SUPPLIES RECEPTACLE

208-VOLT, 3-PHASE, 100-AMP
PIN-AND-SLEEVE SHORE POWER
CONNECTOR WITH 100A
MECHANICAL INTERLOCK
(RUSSELSTOLL DBRS151610000)

120VAC/20A DUPLEX RECEPTACLE,
GENERAL PURPOSE

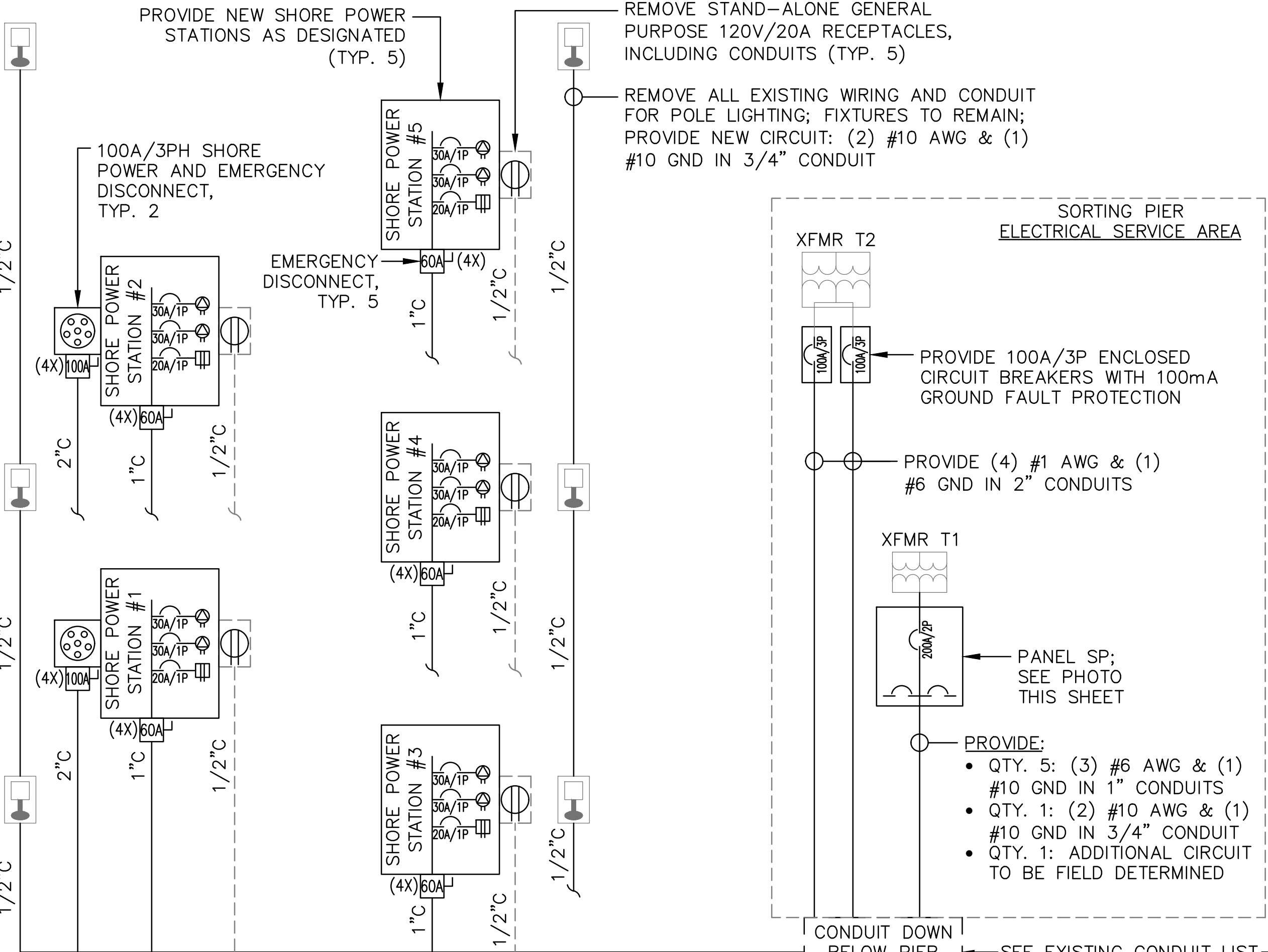
120VAC/30A SINGLE RECEPTACLE,
SHORE POWER

SHORE POWER PEDESTAL STANCHION

SORTING PIER SHORE
POWER STATION #2

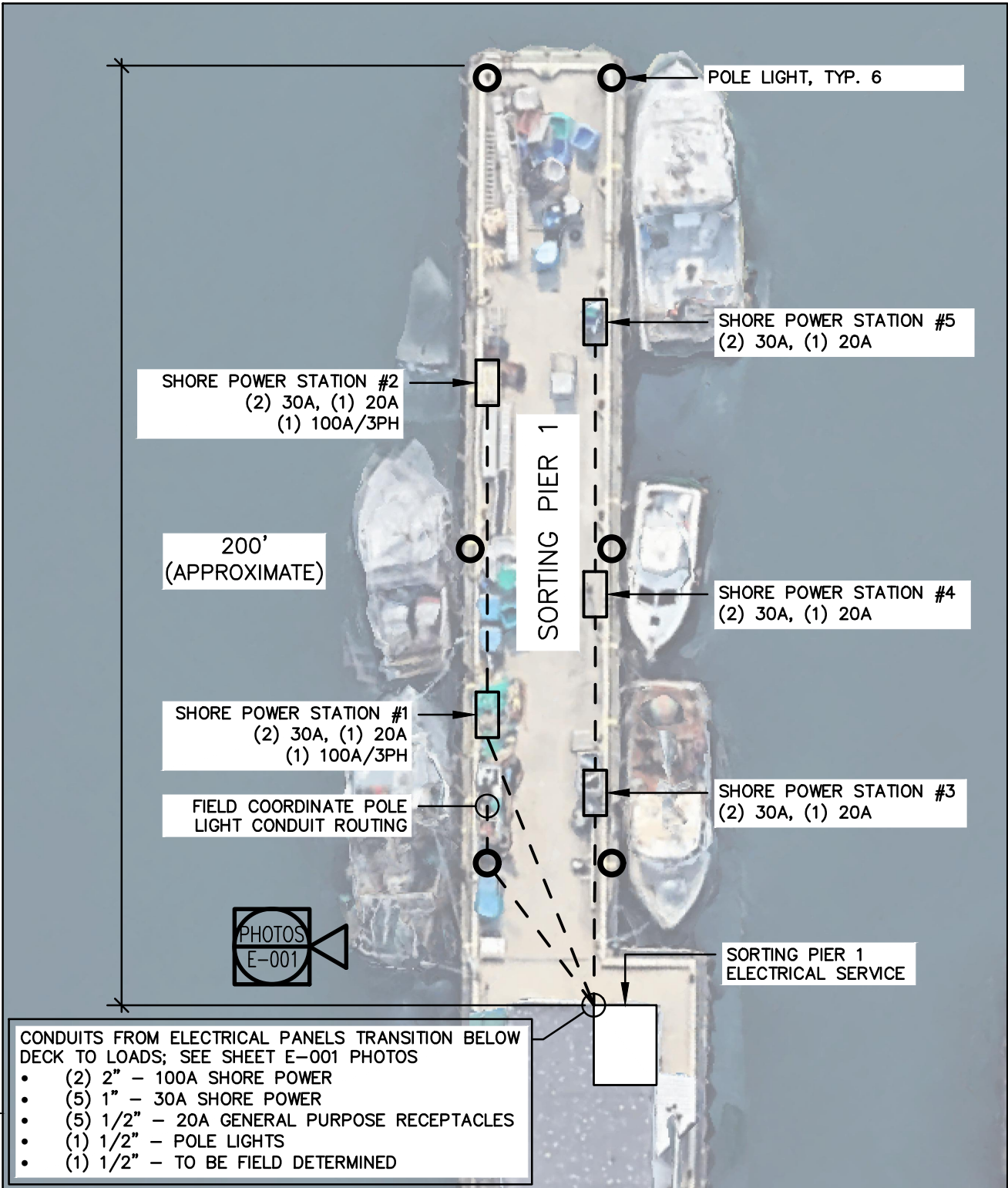
SCALE: NONE

- WORK SCOPE**
1. TYPICAL (5) SORTING PIER SHORE POWER STATIONS.
 - 1.1. STATIONS #1 & #2 ONLY HAVE 100A CONNECTIONS.
 2. REMOVE ALL EXISTING COMPONENTS; MAINTAIN CONDUIT STUBS AND STANCHION.
 3. PROVIDE EATON NEWPORT HARBOR MATE UTILITY CENTER; SEE SHEET E-001 FOR DETAILS.
 4. STATIONS #1 & #2 ONLY: PROVIDE 208V/3PH/100A RUSSELLSTOLL MAX-GARD PIN-AND-SLEEVE CONNECTION WITH MECHANICAL INTERLOCK.



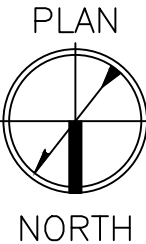
ONE-LINE DIAGRAM

SCALE: NONE



SORTING PIER SITE PLAN

SCALE: AS NOTED



NOTE: ONLY AN ENGINEER-SIGNED,
SEALED, AND DATED DOCUMENT MAY
BE UTILIZED FOR PERMITTING, BIDDING,
AND/OR CONSTRUCTION PURPOSES.

SHEET NOTES

1. SEE SHEET G-001 FOR GENERAL PROJECT NOTES AND OVERALL SITE PLAN.
2. SEE SHEET E-001 FOR GENERAL ELECTRICAL NOTES AND SPECIFICATIONS..
3. WORK SCOPE: INTENTION IS TO REMOVE EXISTING SHORE POWER STATIONS #1 - #5 AND REPLACE WITH BASIS-OF-DESIGN PRODUCT - SEE SHEET E-001.
 - 3.1. EXISTING STATIONS ARE COMPRISED OF THE FOLLOWING:
 - 3.1.1. 30A/1P MARINE SHORE POWER RECEPTACLE STATION.
 - 3.1.2. 20A/1P STAND-ALONE, GENERAL-PURPOSE RECEPTACLE (DEDICATED CIRCUIT).
 - 3.1.3. STATIONS #1 & #2 HAVE 208V/3PH/100A CONNECTIONS
 - 3.1.4. REMOVE ALL EXISTING DEVICES COMPLETELY.
 - 3.2. REPLACEMENT SHORE POWER STATIONS CONSIST OF (2) 30A/1P RECEPTACLES AND (1) 20A/1P RECEPTACLE IN SINGLE ENCLOSURE FED FROM A 50A/2P SOURCE BREAKER. THEREFORE, EXISTING 20A/1P CIRCUITS SHALL BE REMOVED, INCLUDING 1/2" CONDUITS, AND BREAKERS MADE "SPARE".
 - 3.3. PROVIDE ALL NEW CONDUIT BELOW SORTING PIER. SEE SHEET E-001 FOR PHOTOS AND DETAILS.
 - 3.4. NOTE: EXISTING POLE LIGHTING ALONG PIER TO REMAIN. HOWEVER, CONDUIT AND WIRING SHALL BE REMOVED AND REPLACED ALONG WITH SHORE POWER FEEDERS. VERIFY EXISTING CONDUIT ROUTING IN THE FIELD AND PROVIDE NEW TO SUIT OPERABILITY.
4. PROVIDE ADDITIVE ALTERNATE PRICING TO REPLACE THIS PANELBOARD IN-KIND.
 - 4.1. NEMA 4X ENCLOSURE.
 - 4.2. ASSUME RECONNECTION OF EXISTING SUPPLY FEEDERS FROM TRANSFORMER T1.
 - 4.3. PROVIDE NEW MOUNTING HARDWARE.

NOT FOR CONSTRUCTION - INTERNAL USE ONLY

			CITY OF PORTLAND, MAINE	
			PORTLAND FISH EXCHANGE SHORE POWER UPGRADES	
			SORTING PIER DETAILS	
REV.	SUBMISSION	DATE	MEGA PROJECT NO. 2025-002	DRAWING NO. E-102
2	95% REVIEW	03/04/2025	MEGA ENGINEERING PORTLAND, ME 207.749.4514 MATT@MEGAENGINEERINGME.COM	SHEET # OF 4 4
1	ISSUED FOR REVIEW	02/18/2025		

PORTLAND FISH PIER

CONDITIONS, IMPROVEMENTS, AND ESTIMATES

JANUARY 2025

PREPARED BY TEC ASSOCIATES 

DRAFT

AGENDA

1. OVERVIEW

2. CURRENT CONDITION

- I. SORTING PIERS 1-3
- II. SERVICE PIERS 1-3
- III. FENDER SYSTEM
- IV. SHEET PILE PIER AND QUAY

3. SERVICE PIER REPAIRS

- I. OPTION 1: REPLACEMENT
- II. OPTION 2: H PILE REPAIR/ADDED BATTER
- III. OPTION 3: ABANDON

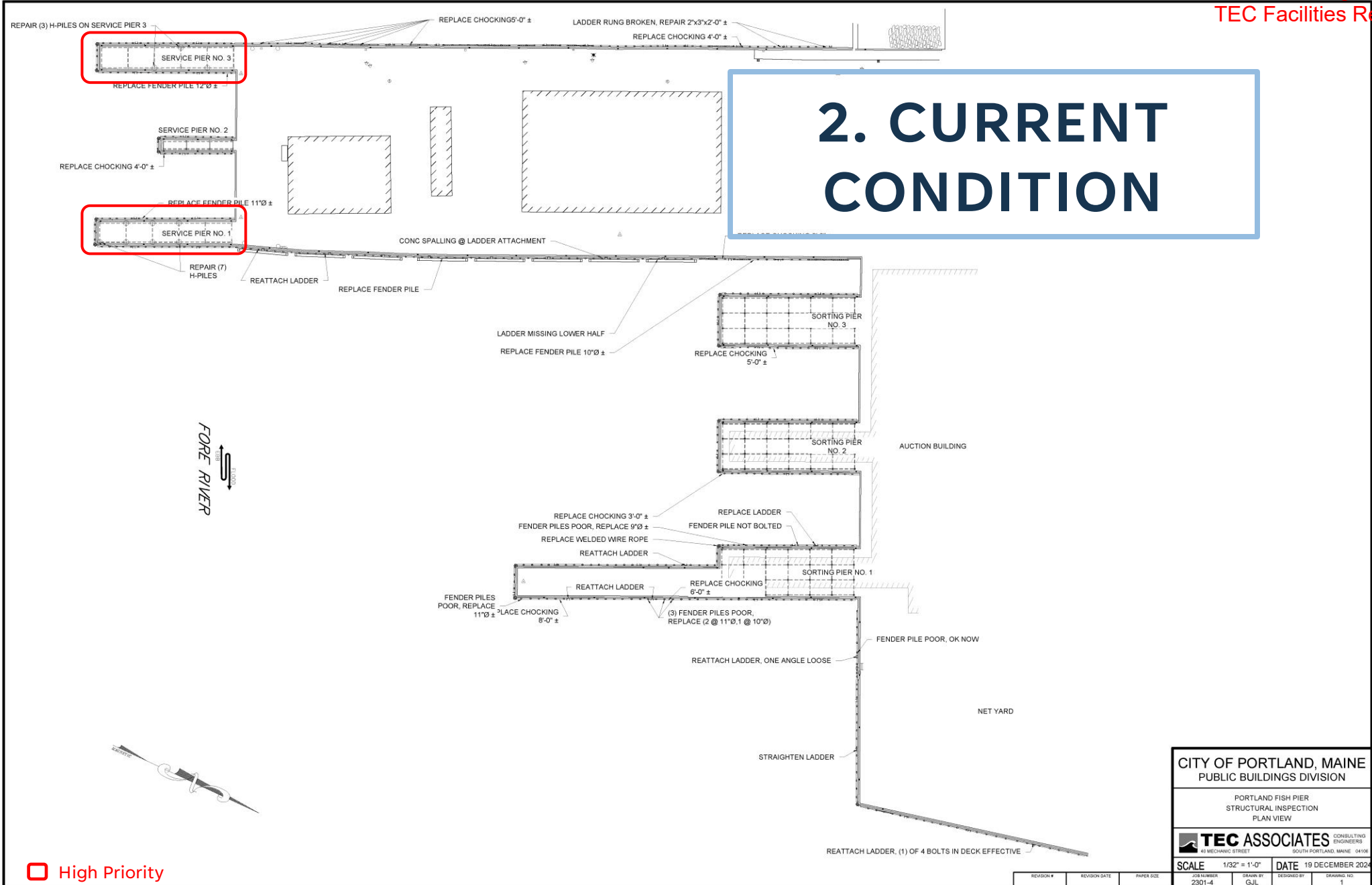
4. SORTING PIER REPAIRS

- I. OPTION 1: SORTING PIER 3 EXTENSION AND SORTING PIER 2 REPAIRS
- II. OPTION 2: SORTING PIER BATTERS
- III. FENDER SYSTEM, SHEET PILES, AND BULKHEAD

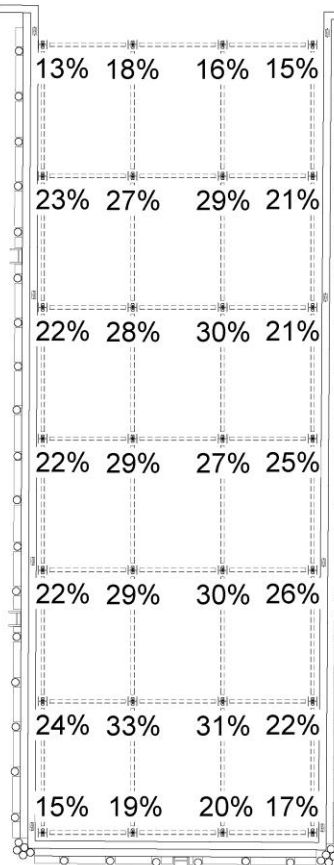
5. RECOMMENDED PHASING



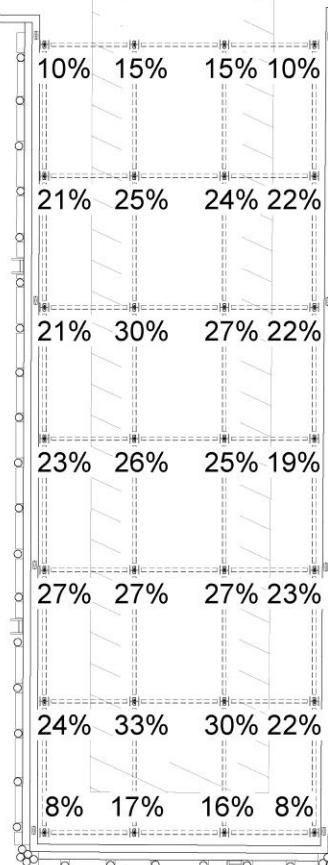
2. CURRENT CONDITION



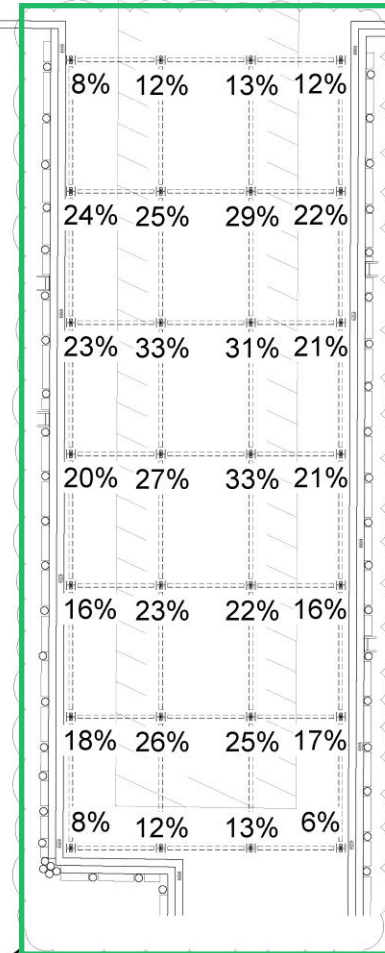
SORTING PIER #3



SORTING PIER #2



SORTING PIER #1



I: SORTING PIERS

Note: % Shown indicates the percentage of the allowable capacity of each piling during the design live load and dead load. Any occupancy of a structure loaded above the “allowable” capacity is unacceptable. We would typically not expect failure to occur until the structure is loaded to approximately 200% of the allowable capacity.

☐ Recent Improvements

IN 2022 & 2023:

- ALL H-PILE WRAPPED
- CROSS BRACING DEMOLISHED
- (10) BATTER PILES INSTALLED

CITY OF PORTLAND, MAINE PUBLIC BUILDINGS DIVISION			
SORTING PIERS EXISTING H-PILE CONDITION PLAN			
TEC ASSOCIATES CONSULTING ENGINEERS 41 BEECHWICK STREET SOUTH PORTLAND, MAINE 04106		SCALE 1/8" = 1'-0" DATE 10 JAN 2025	
REVISION #	REVISION DATE	PAPER SIZE	DRAWING NO.



SORTING PIER 1 & EXTENTION

Original Pier:

- 28 H-Piles (HP14x117) (7 bents x 4 piles)
- 10 Pipe pile batter piles (14" x 5/8")
- Batter piles/ H-pile wraps installed in 2023
- 1/8"-3/16" corrosion on flanges typical (Under UHMW wraps)

Extension Pier:

- 30 Precast Piles (5 bents x 6 piles)
- Repaired in 2023
- **No repairs anticipated in 10Yrs+**

SORTING PIER 2

Original Pier:

- 28 H-Piles (HP14x117) (7 bents x 4 piles)
- Original cross bracing
- 3/16"-1/4" corrosion on flanges typical
- **Cross Bracing in poor condition, replace in 5-7 years**
- No pile improvements needed in immediate future (pile wrapping should be completed when bracing is replaced)



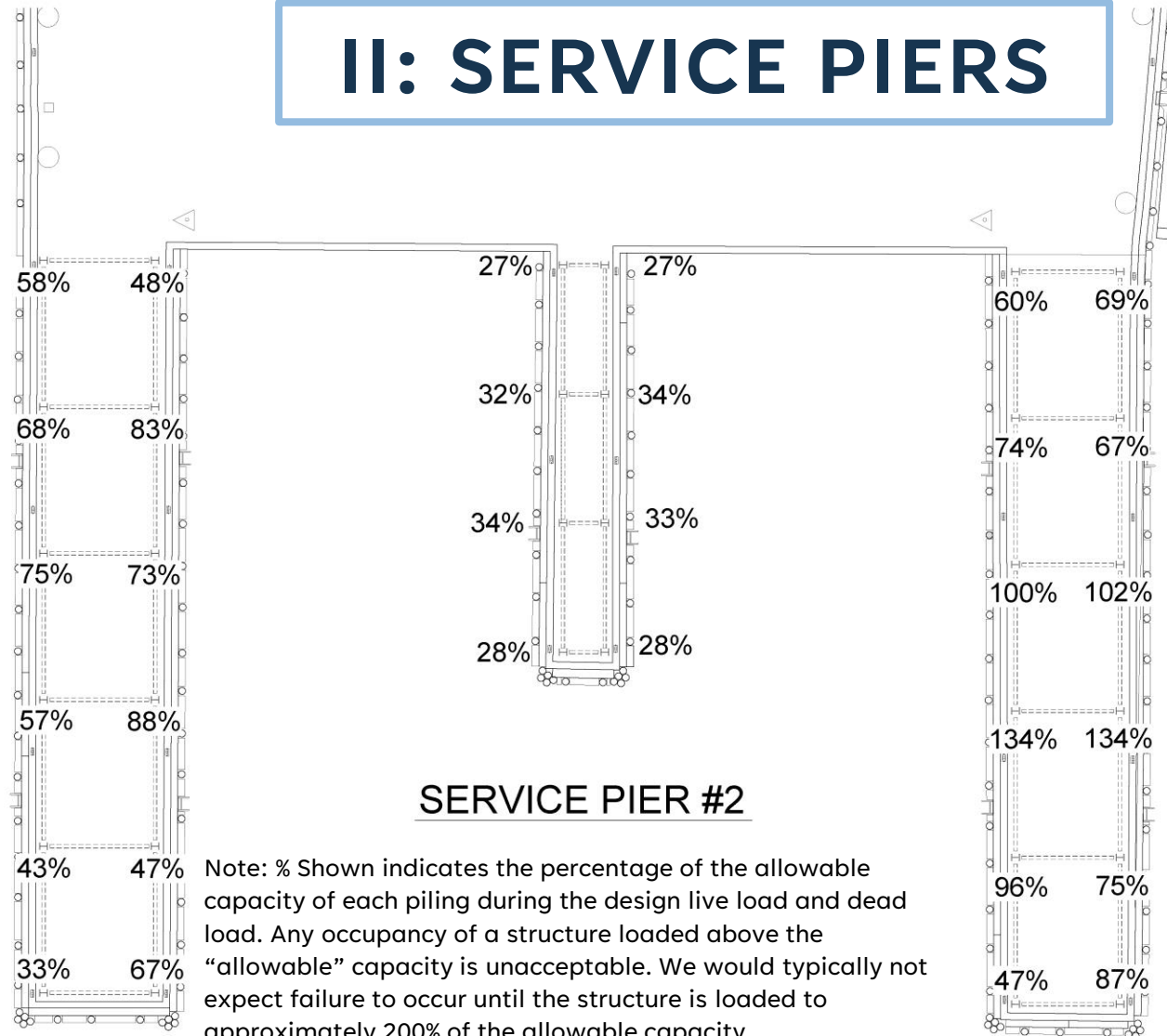
SORTING PIER 3

Original Pier:

- 28 H-Piles (HP14x117) (7 bents x 4 piles)
- Original cross bracing
- 3/16"-1/4" corrosion on flanges typical
- **Bracing in poor condition, perform typical repair in 5-7 years**
- **Pier may be expanded westward to meet sheet pile bulkhead**
 - **Would avoid the need for batter piling**
- No pile improvements needed in immediate future (pile wrapping can be done when bracing is replaced)



II: SERVICE PIERS



Note: % Shown indicates the percentage of the allowable capacity of each piling during the design live load and dead load. Any occupancy of a structure loaded above the "allowable" capacity is unacceptable. We would typically not expect failure to occur until the structure is loaded to approximately 200% of the allowable capacity.

CITY OF PORTLAND, MAINE PUBLIC BUILDINGS DIVISION			
SERVICE PIERS EXISTING H-PILE CONDITION			
TEC ASSOCIATES CONSULTING ENGINEERS 16 MICHIGAN STREET SOUTH PORTLAND, MAINE 04106			
SCALE	1" = 1'-0"	DATE	7 JAN 2025
JOB NUMBER 2401-S	DRAWN BY GUL	DESIGNED BY	DRAWING NO.

REVISION #	REVISION DATE	PAPER SIZE
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SERVICE PIER 1

Original Pier:

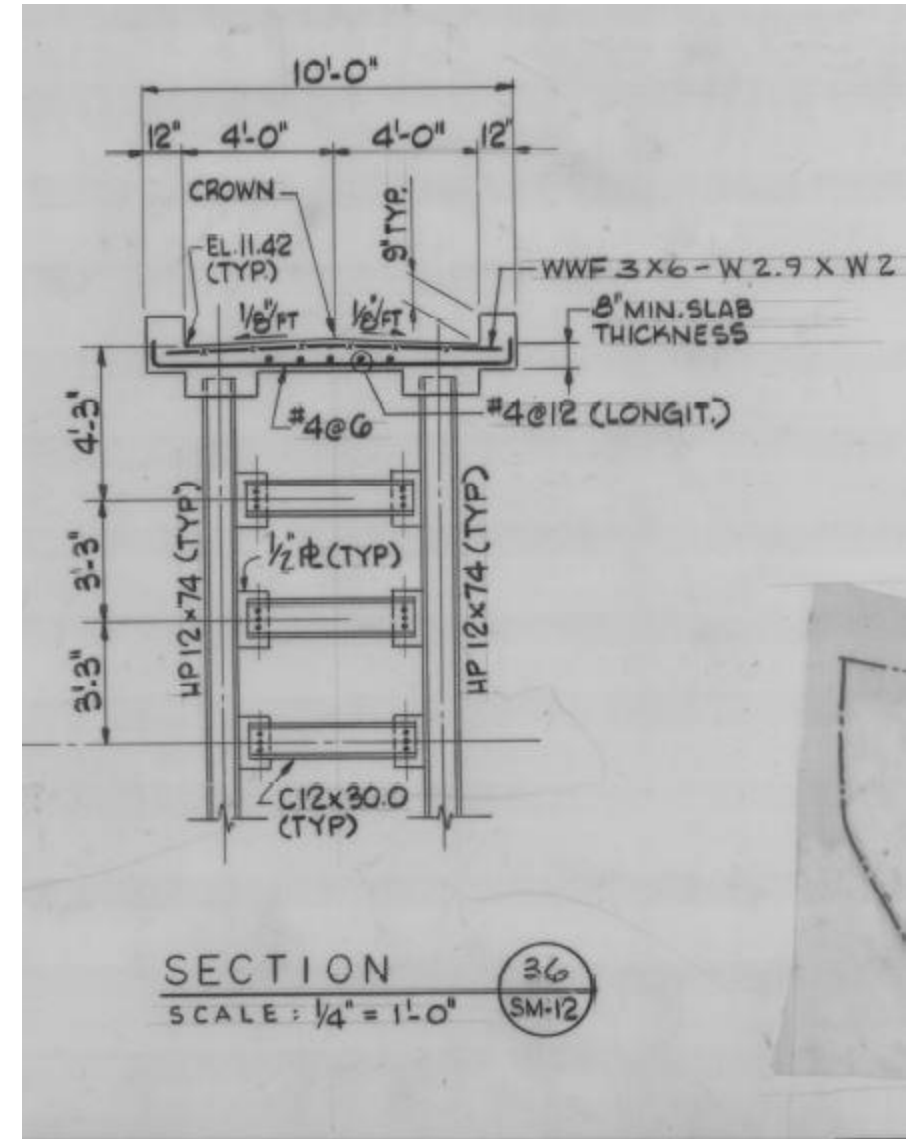
- 12 H-Piles (HP14x89) (6 bents x 2 piles)
- Original Cross Bracing
- 1/4"-1/2" corrosion on flanges typical, some to 0
- 4 of 12 piles overloaded at max loading conditions
- 3 of 12 other piles loaded 75% or more
- Bracing in poor condition, repair with piles
- Repairs needed within 1-2 years
- **Highest priority**



SERVICE PIER 2

Original Pier:

- 8 H-Piles (HP12x74) (4 bents x 2 piles).
- Original channel bracing
- 3/16"-5/16" corrosion on flanges typical.
- Bracing in fair condition, no need for replacement.
- **No pile improvements needed in immediate future.**
- Piles have small C.S.A., corrosion inevitable, life span 10+ years.



SERVICE PIER 3

Original Pier:

- 12 H-Piles (HP14x89) (6 bents x 2 piles).
- Original Cross Bracing
- 3/16"-7/16" corrosion on flanges typical, some to 0
- 3 of 12 piles loaded over 75%
- Bracing in poor condition, replace with batter piles
- Repairs needed within 3-5 years
- **2nd highest priority, should be completed with Service Pier 1**

III: FENDER SYSTEM

Repairs on the fender system should continue to happen as required

No urgent existing defects

Current list of defects include

- 14 poor/missing fender piles (\$2,500 ea)
- 12 ladder defects (\$100-\$1,000 ea depending)
- 12 poor chocking blocks (62'-0" lf)(\$1,200 ea)
- Other minor hardware repairs





- Sheet pile averages 3/64" of corrosion with up to 1/8"
- **No repairs needed in immediate future**
- Last ultrasonic inspection was in 2020, next inspection should include ultrasonic readings
- Inspection should be done following city dredging project

IV: SHEET PILE PIER AND BULKHEAD

3. SERVICE PIER REPAIRS

**OPTION 1:
REPLACEMENT**

**OPTION 2:
H-PILE REPAIRS
AND ADDED
BATTER PILES**

**OPTION 3:
STANDARD
MAINTENANCE**

I - OPTION 1: REPLACE SERVICE PIERS 1 & 3

COST:

$$\begin{aligned}\text{DEMO} &= \$50/\text{SF} \times 20' \times 110' \times 2 \\ &= \$220,000\end{aligned}$$

$$\begin{aligned}\text{NEW} &= \$350/\text{SF} \times 20' \times 110' \times 2 \\ &= \$1,540,000\end{aligned}$$

$$\text{TOTAL} = \$1,760,000 (\$880,000 \text{ ea})$$

*All costs taken as Jan 2025 prices

LIFESPAN:

50+ years with maintenance

OTHER CONSIDERATIONS:

- Largest Upfront Capital Expenditure
- Service pier 1 needed within next couple of years.
- Service pier 3 needed within 3-5 years.
- Piers can be built together or separately
 - Together saves some cost
 - Separate allows operation to continue
- More design and resilience flexibility

II - OPTION 2: H-PILE REPAIR & ADDED BATTER PILES FOR SERVICE PIERS 1 & 3

COST:

DEMO = \$5,217/pile x 24 = \$125,200

HP Repair = \$9,213/pile x 10 = \$ 92,130

WRAPS = \$4,320/pile x 24 = \$103,680

BATTER = \$57,950/pile x 8 = \$463,600

OTHER = \$213,819

(Engineering, Permitting, Mobilization, & Contingency)

TOTAL = \$998,429

SERVICE PIER 1 ONLY = \$535,854

SERVICE PIER 3 ONLY = \$506,575

*All costs taken as Jan 2025 prices

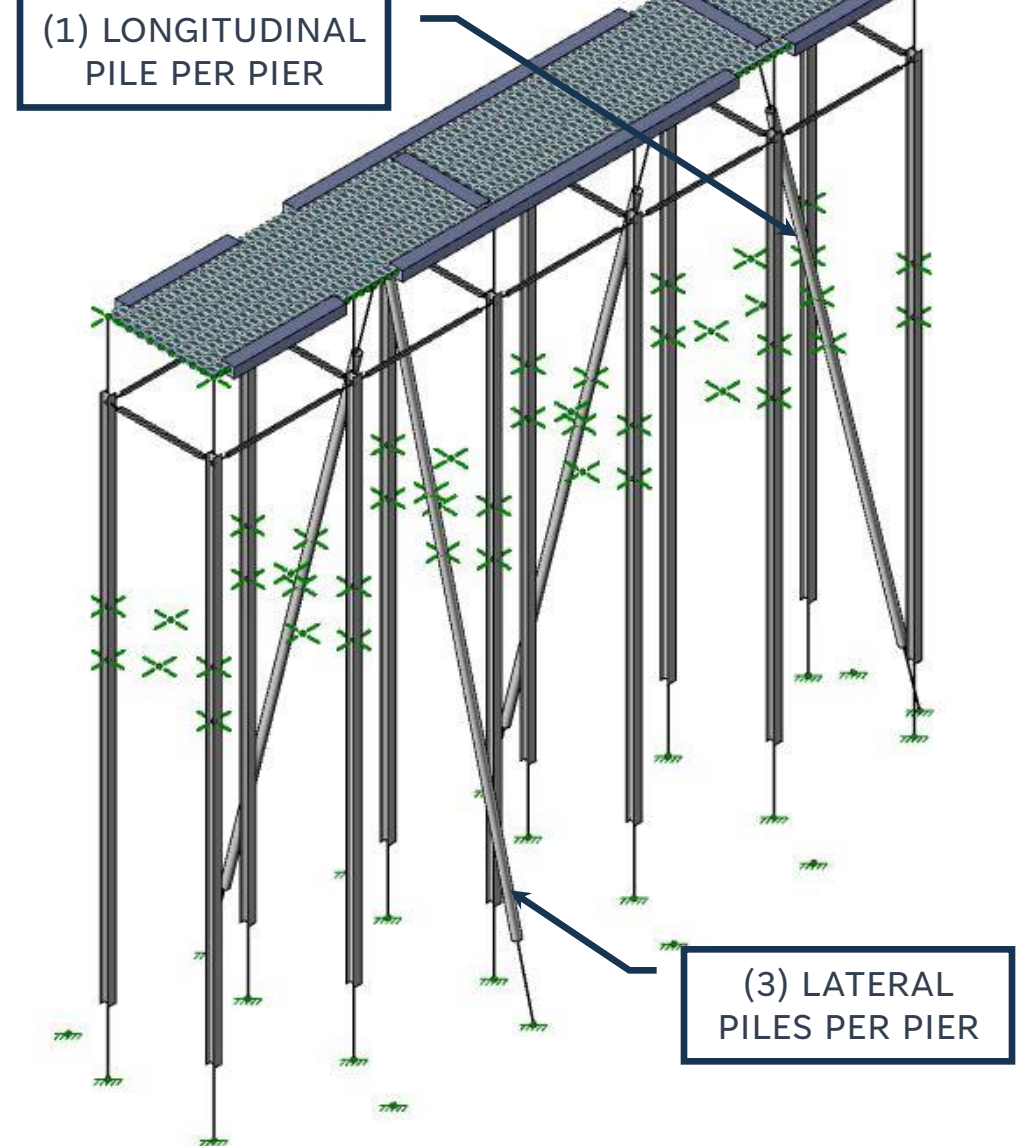
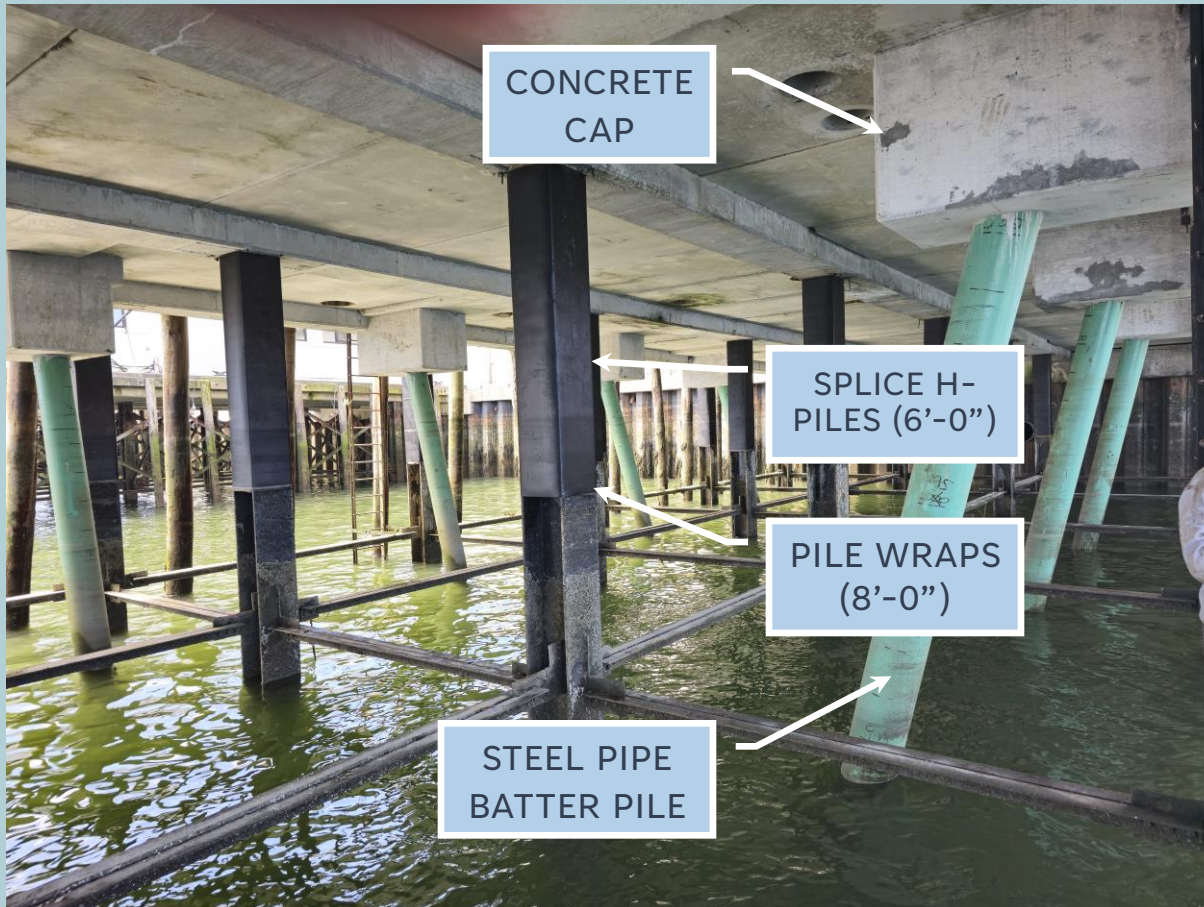
LIFESPAN:

15+ years with maintenance + anode replacement

OTHER CONSIDERATIONS:

- Non-spliced piles will still have reduced section
- Batter pile length is subject to design
- Existing cross bracing will be removed for pile wraps

H-PILE REPAIRS & ADDED BATTER PILES DESIGN



III - OPTION 3: CONTINUE ROUTINE MAINTENANCE (DO-NOTHING OPTION)

COST:

ROUTINE MAINTENANCE ~ \$10,000/yr on fender system.

DEMO COST	(1 & 3)	=	\$250,000
	(2)	=	\$100,000

*All costs taken as Jan 2025 prices

“DO NOTHING”LIFESPAN:

Service Pier 1: 1-3 years

Service Pier 2: 10+ years

Service Pier 3: 3-10 years

OTHER CONSIDERATIONS:

- Actual lifespans are subject to change, but regular inspection will be necessary
- The loss of Service Pier 1 or 3 results in 220FT of berthing loss
- The loss of Service Pier 2 results in 120’ of berthing loss

4. SORTING PIER REPAIRS

**OPTION 1:
SORTING PIER 3
EXTENSION &
SORTING PIER 2
REPAIRS**

**OPTION 2:
SORTING PIER
3 & 2 REPAIRS**

**FENDER SYSTEM, SHEET PILES,
AND BULKHEAD REPAIRS**

OPTION 1: SORTING PIER 3 EXTENTION & SORTING PIER 2 REAPIRS

COST:

PIER EXPANSION (SP. #3	= \$350/SF x 30' x 112' = \$1,176,000	
DEMO BRACING(BOTH)	= \$5,217/pile x 56	= \$292,152
WRAPS (BOTH)	= \$4,320/pile x 56	= \$241,920
BATTER (SO. 2)	= \$57,950/pile x 10	= \$579,500
	OTHER	= \$213,819
	TOTAL	= \$2,503,391

Note: Pier expansion cost is based on an average of previous construction costs. Considering the location, and existing conditions actual costs may be substantially less.

*All costs taken as Jan 2025 prices

LIFESPAN:

15+ years with maintenance + anode replacement

OTHER CONSIDERATIONS:

- Increased pier area/flexibility in operation
- Flexibility in phasing
- Sorting Pier 3 could see loading capacity limited to eliminate demo/wrap need.
- Main pier-sorting pier 3 area rarely used for berthing currently.

OPTION 2: SORTING PIER WRAPS AND BATTERS

COST:

DEMO (BOTH)	= \$5,217/pile x 56	= \$292,152
WRAPS (BOTH)	= \$4,320/pile x 56	= \$241,920
BATTER (BOTH)	= \$57,950/pile x 20	= \$1,159,000
	OTHER	= \$213,819
	TOTAL	= \$1,693,072

*All costs taken as Jan 2025 prices

LIFESPAN:

15+ years with maintenance + anode replacement

OTHER CONSIDERATIONS:

- Piles will not be spliced; non-spliced piles will still have reduced section.
- Batter pile length is subject to change,
- Old bracing will be removed for pile wraps.
- Design from 2020 TEC design, same as recent pile wraps and added batter piles on sorting pier 1.

FENDER SYSTEM, SHEET PILES, AND BULKHEAD REPAIRS

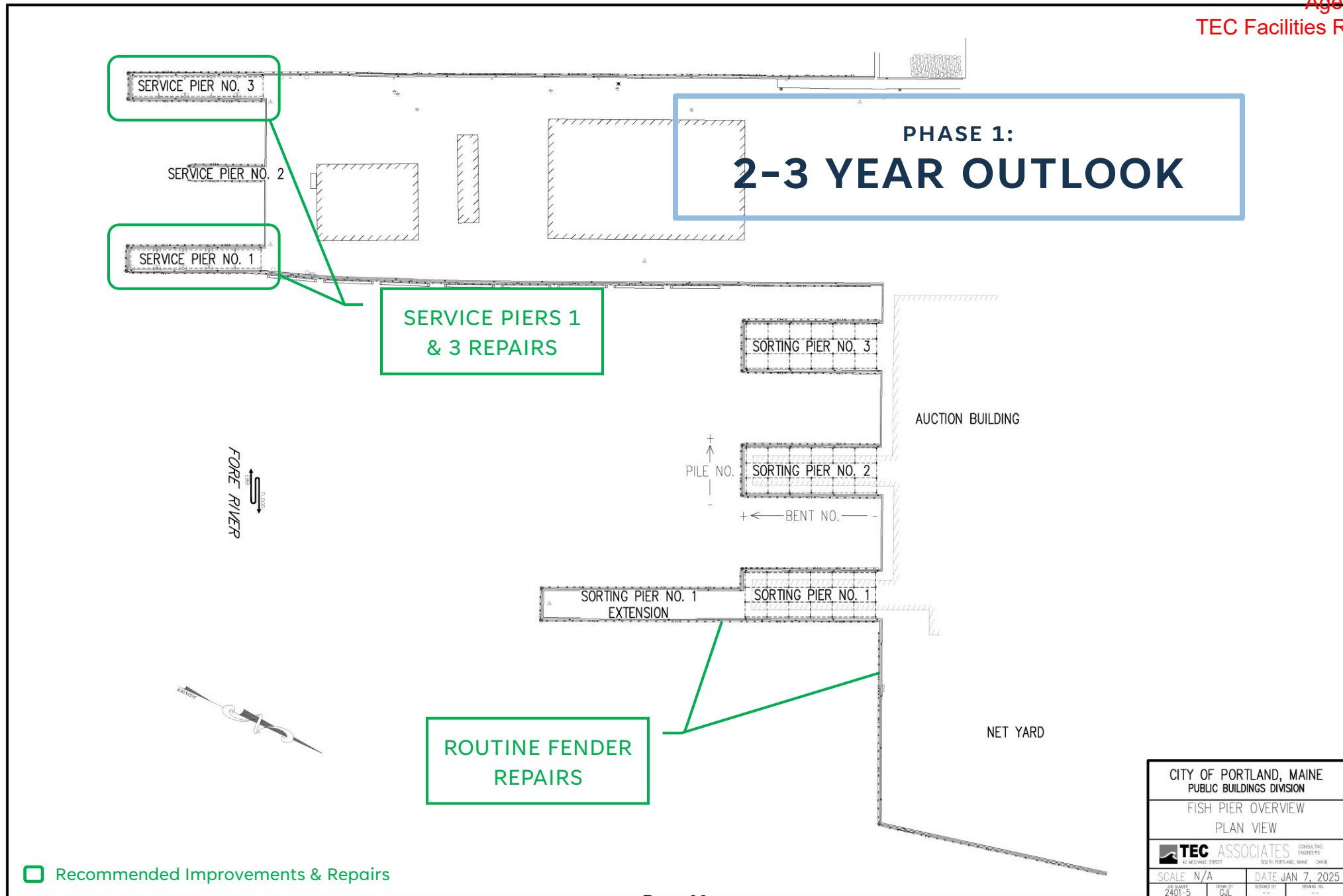
- Currently, only routine fender repairs are necessary for maintenance elsewhere on the structure
- Sheet pile coating will likely be necessary within the next 10-15 years.
- Underwater bulkhead, pile, and ultrasonic thickness inspections (TEC Associates) should be completed within 5 years.

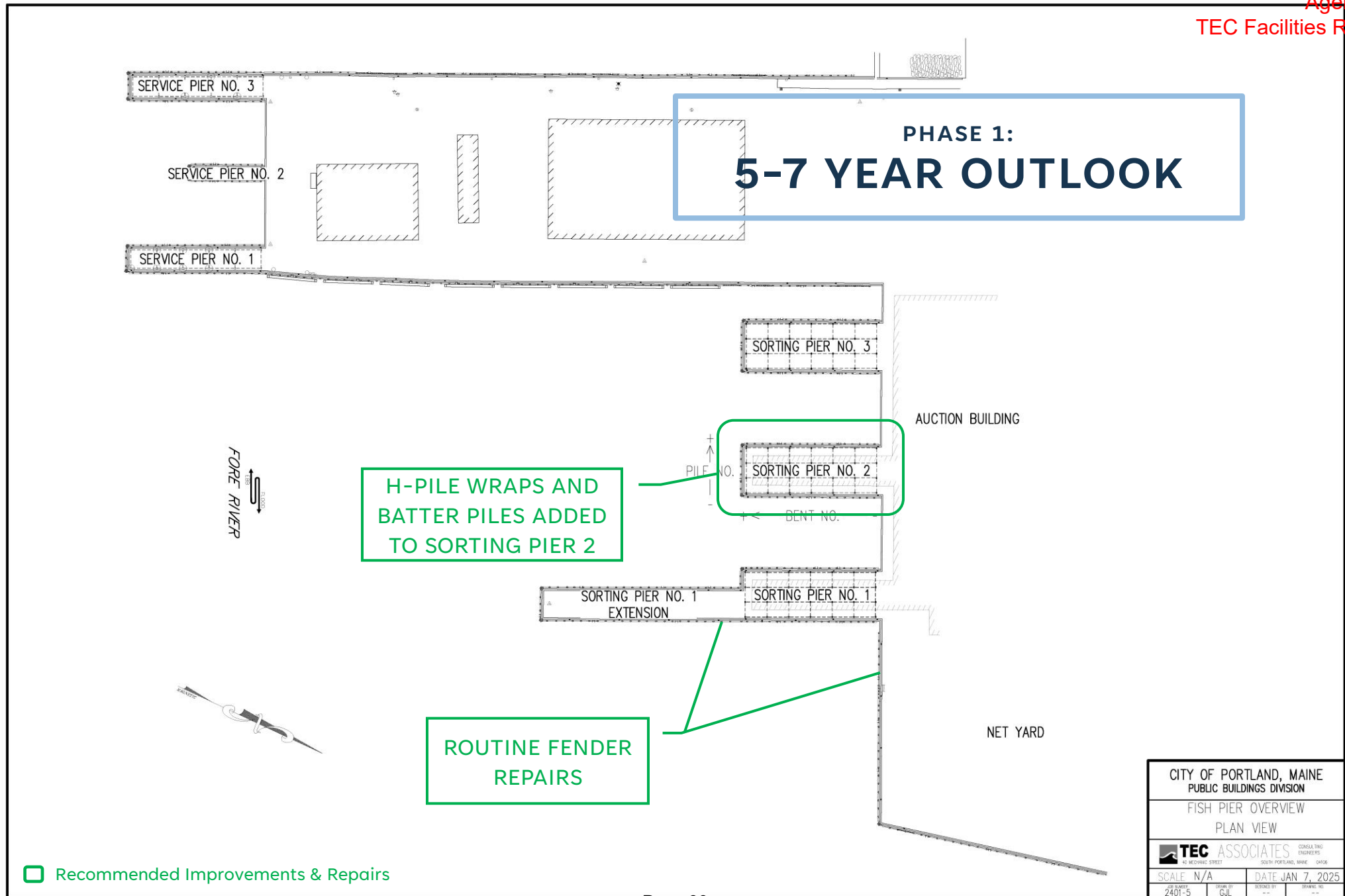
4. RECOMMENDED PHASING

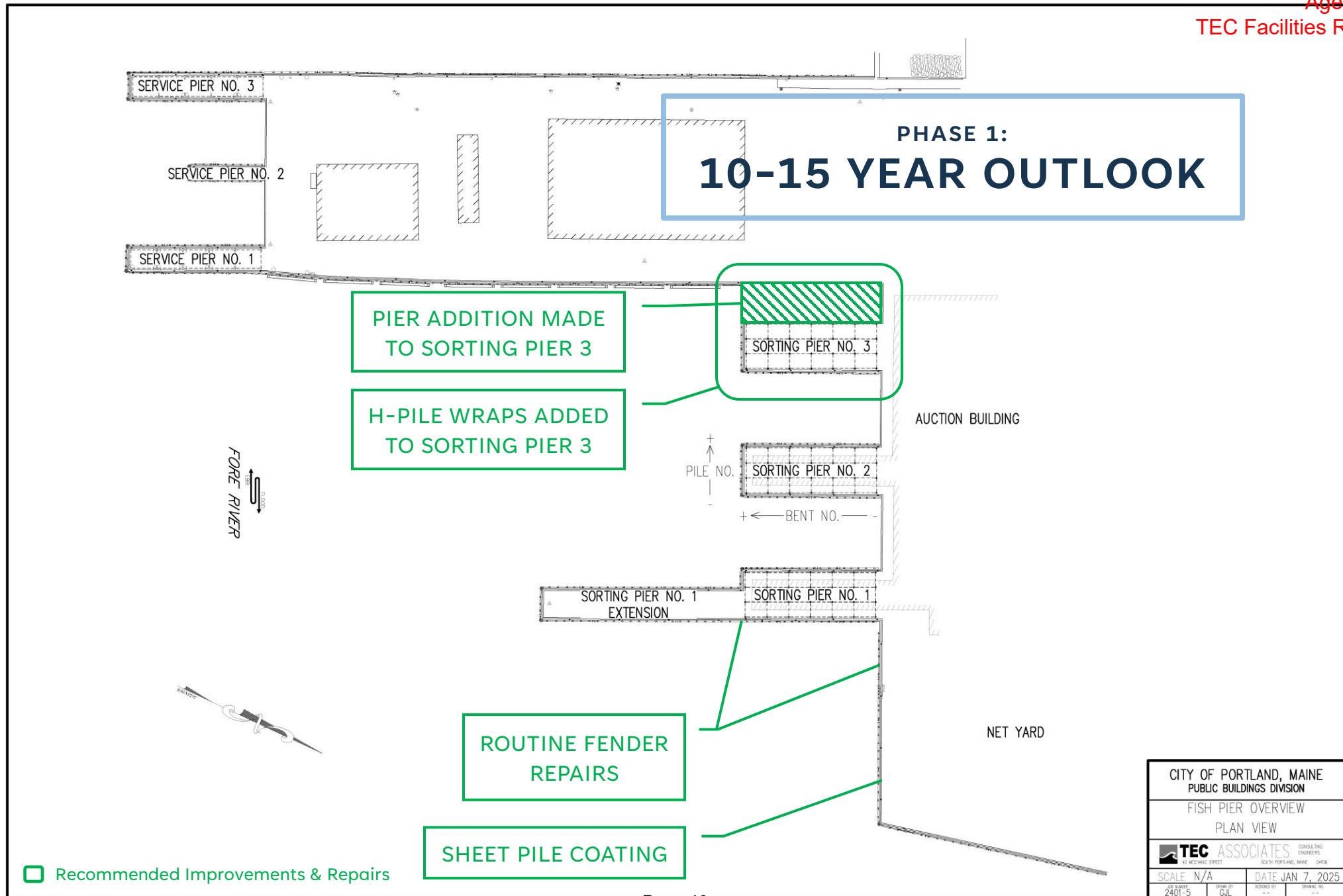
**PHASE 1:
2-3 YEAR
OUTLOOK**

**PHASE 2:
5-7 YEAR
OUTLOOK**

**PHASE 3:
10-15 YEAR
OUTLOOK**







THANK YOU

Gordon Armstrong P.E.

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PORTLAND FISH EXCHANGE

Management/Financial Report for March 20, 2025

<u>GF Landings – Auction</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
February	83K	225K	(-142K)
<u>Contract Unloads - GF</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
February	0	0	0
<u>Total GF Land/Unloads</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
February	83K	250K	(-64K)
<u>Pumping</u>	<u>Actual</u>	<u>Budgeted</u>	<u>Variance</u>
February	0	0	0
<u>Financial Report</u>	<u>Net Income</u>	<u>Budgeted</u>	<u>Variance</u>
February	(-\$82K)	(-\$9K)	(-\$73K)

Financial Notes

- Current receivables are \$120K. Checkbook is at \$15K. LOC at \$0K.
- Line of Credit paid off with \$200K installment from PFPA on 3-10-25
- Bi-annual label purchase for auction printers. 52,500 Minimum - \$9400.00
- \$15.5K Tax payback for money paid into old EIN: This month the bank will need to re-collect the taxes paid this quarter by the Exchange under the old EIN (Employment ID Number) and submit them under the new EIN. We will be refunded the \$13K by the IRS and the State of Maine some time after the end of Q1 for the old EIN. We do not have an estimated date as to when that refund will be processed.
- \$3000 power bill increase. (\$9K Reg - \$12K Feb) Extended fishing vessel downtime in February necessitated prolonged utilization of our shore power units. Our electrician's assessment was this shore power usage was the contributing factor.

Facility Report

- Ice Machine: Installation began first week of February with both inside and outside frames completed. Ice machine has been installed with electrician and plumber tasks remaining. We are optimistic that the machine will be operational by the end of March.

Staff Report

- After a 30-day trial, the applicant that applied for the available office position did not meet job expectations and was not hired.
- Following several weeks of training, James Needelman has achieved proficiency in all seafood auction procedures, encompassing both pre-and post-auction processes and documentation. James remains committed to continuous learning and professional development, enhancing his position at the Portland Fish Exchange.
- Alex Wellington has been promoted from Office/Auction Assistant to Operations Manager of the Portland Fish Exchange. Alex has consistently demonstrated exceptional skills and dedication throughout his tenure with the PFE. He has accumulated extensive knowledge of the Exchanges operations and has consistently proven to be a valuable asset to our team. Alex's continued leadership and respect he has with the boat captains, customers, buyers, staff and crew, have made him an ideal candidate for this position.

Landings Notes

- January landings just missed 250K budget projection with reduced pricing on most species showing poor returns for the boats
- February landings significantly impacted with wind/weather/fishermen shrimping
- No new boats / sellers to report

Operations Notes

- **New Buyer** Atlantic Offshore Fishery. \$15K Cash Deposit received. Owner Mike Sarapochillo has 5 of his own vessels as well as independent fishermen that supply his multiple businesses in New Jersey. Been in business since 2004, has retail & wholesale market as well as own restaurant. Active buyer on all auctions since 12-5-24. Primary has been monk and flats with small amounts of other species purchased.



Matthew Ouellette

to me ▾

Wed, Mar 12, 1:46 PM (2 days ago)



Kaela,
Here is my brief for the meeting..

The Portland Parking Division is recommending nightly use of the front Fish Pier Parking lot to be used as paid hourly parking each night between the hours of 4pm-8am. The current state of the lot after 6pm shows over 100 spaces available/unoccupied. With parking needs being at an all time premium this would provide hourly parking for the local hotels and businesses while providing extra revenue for the Fish Pier Authority. The Passport Parking App would process payments for the hourly parking which would allow the person to park in the lot between the designated hours. The Parking App along with proper signage in the lot would highlight to the customer that they must be out of the lot by 8am each morning. The Parking Division would also continue to sell daily and monthly parking passes like usual.

thanks,

Matthew Ouellette
Parking Division Supervisor
City of Portland, Maine
Parking Division
207-874-2842

Portland Fish Pier Authority

FY2025 Year-to-Date Communication to the Annual Meeting of the Corporator

At the April 28, 2025 Meeting

Introduction:

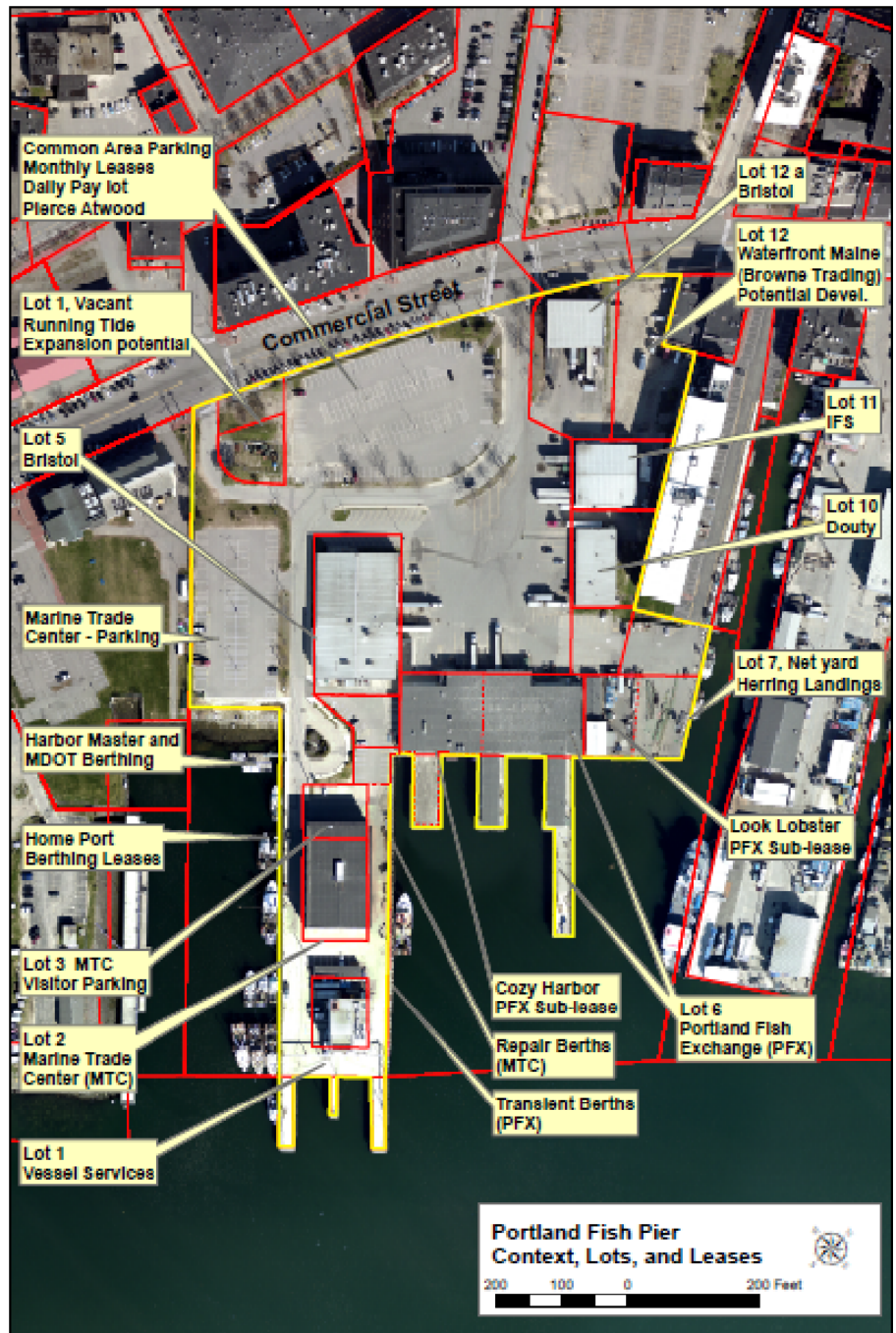
The Portland Fish Pier Authority is a quasi-municipal corporation established in 1990 to administer the Portland Fish Pier complex and to provide economic assistance to the Portland Fish Exchange as needed and available from the Pier's revenues.

The Fish Pier itself is a City-owned 12-lot industrial subdivision on the Portland Waterfront dedicated to the landing, sale, processing, and transportation of seafood and products derived from the sea. The Fish Pier is home to the Portland Fish Exchange, 5 monthly berthing tenants, 7 ground lease tenants, tenant parking, gear storage, and a 260-space commercial parking lot.

The Portland Fish Exchange is an independent City-owned display auction for Maine seafood, concentrating on service to groundfish harvesters (sellers) and

processors/distributors (buyers). The PFE is located at #6 Portland Fish Pier and handles as much as 90% of Maine's groundfish harvest.

The Portland Fish Pier represents critical infrastructure for Maine's remaining groundfish fleet and is evolving to expand service to the lobster, bait, tuna, and aquaculture fisheries.



Organization and Management:

In June 2024, the Portland Fish Pier Authority merged with the Portland Fish Exchange, retaining the name of the Portland Fish Pier Authority. The Portland Fish Exchange will operate as a unit of the merged organization, continuing the important job of landing, auctioning, and distributing groundfish and other seafood products from the Gulf of Maine.

The Portland Fish Pier Authority Board of Directors has eleven seats all of which are currently filled. Robert Odlin, representing the seafood industry, is the current President. Tracy Pearce, representing groundfish harvesters, is serving as the Vice President. Brendan O'Connell, Finance Director, is the Treasurer. The Secretary is John Arnold, representing the public at large. Greg Watson, Director of Housing and Economic Development, serves as Assistant Secretary. Board members include City Councilor Wesley Pelletier, Deputy Commissioner of the Maine Department of Marine Resources Meredith Mendelson, and Maine DOT Marine Infrastructure and Ports Director Chris Mayo. The remaining Board Members are Nick Alfiero and Tim Merrill, representing groundfish buyers, and Matthew Moretti, also serving to represent the seafood industry.

Staffing for the Portland Fish Pier Authority is shared among multiple City Departments, including Parking, Public Facilities, Finance, Corporation Counsel, and Housing and Economic Development.

The Portland Fish Exchange currently has 16 employees, including Robert Vanmeter, Exchange Manager.

Current Budget and Outlook:

Revenues from the Fish Pier come from ground leases, berthing leases, and parking. The FY25 budget projects \$738,546 in revenues with year-to-date totals tracking to meet expectations. Total expenses are estimated at \$422,131 with a projected \$316,415 profit for the year. Profits for the Fish Pier are held in a dedicated account and used to support operating losses at the Portland Fish Exchange and to provide emergency repairs and capital for future improvements to properly maintain the pier.

Thus far in FY2025, the Portland Fish Exchange has a net income budget of -\$88,200. A deficit that will be paid by the Portland Fish Pier Authority.

A year-to-date budget snapshot for both the Portland Fish Pier Authority and Portland Fish Exchange, prepared by the City Finance Office and the Portland Fish

Exchange, is attached at the end of this report. Moving forward, these statements may be combined as the City is working to merge the finances of the two entities.

Portland Fish Pier Authority and Fish Exchange Accomplishments for FY2025 to date:

- Successfully completed the merger of the Portland Fish Pier Authority and Portland Fish Exchange Boards, effective June 2024.
- Worked with the Maine Department of Marine Resources to access CARES Act funding (ended June 2024) to support pier repairs and the Portland Fish Pier. Later, following the expiration of CARES Act-funded seller fee rebates, the Board adjusted fish fees to encourage continued landings at the Portland Fish Exchange.
- Explored options to update the Portland Fish Exchange auction system software, as the existing software creates buyer difficulties.
- Continued financial support to the Portland Fish Exchange.
- Formed two subcommittees to allow Board meetings to become more efficient. The Finance subcommittee will focus on the Portland Fish Pier Authority and Portland Fish Exchange financials and budgets. The Portland Fish Exchange subcommittee will focus on Fish Exchange issues, including equipment, software, and increasing financial stability.
- The Portland Fish Exchange operates with 3 part-time and 13 full-time employees. There are 2-3 auctions per week, with an average of 20 boats bringing in fish and 15 buyers at each auction.
- For the past 4 years, the Portland Fish Exchange has worked with and serviced the kelp aquaculture industry by unloading boats and storing and shipping products.
- The Gulf of Maine Research Institute, Vessel Services, and the Portland Fish Exchange have come together in 2025 to install a new ice machine at considerable savings.
- The Portland Fish Exchange continued the relationship with 2 long-term sub-tenants, Cozy Harbor and Luke's Lobster, providing needed stable revenue to the organization.

- The Portland Fish Exchange is working with one month-to-month sub-tenant, Warshore, and one seasonal sub-tenant, Seafresh, to expand the Exchange services to the aquaculture and tuna industries, respectively.
- Looking back at the 2023 Fishing Year, the Exchange had a groundfish budget of 1.9 million pounds with an actual 2.3 million pounds landed. For 2024, the Exchange had a groundfish budget of 2.5 million pounds, with 1.8 million pounds landed to date.

Challenges Moving Forward:

Working to develop solutions for the Portland Fish Exchange to maintain a more consistent and predictable budget.

**Fish Pier Authority
FY25 Budget Status
As of March 13-2025**

Agenda Item 6

	FY25 Budget	YTD	Balance	%	FY24 YTD	FY25 vs. FY24	%
Revenue:							
Miscellaneous	14,395	3,436	10,959	23.9%	720	2,716	377.1%
Berthing	29,376	20,632	8,744	70.2%	4,208	16,424	390.3%
Parking	470,404	329,146	141,258	70.0%	76,536	252,610	330.1%
Ground Rent (Leases)	199,833	183,017	16,816	91.6%	30,611	152,406	497.9%
Interest Income					25,396	(76)	-100.0%
Total Revenue	714,008	536,230	177,778	75.1%	112,150	424,080	378.1%
Expenditures:							
Admin. and Maint. Service	92,399	69,991	22,408	75.7%	27,704	42,287	152.6%
Travel/Training/Meetings	1,500	0	1,500	0.0%	0	0	N/A
Contractual Services	30,263	3,623	26,640	12.0%	3,132	491	15.7%
Engineering Services	26,000	2,669	23,331	10.3%	3,007	(338)	-11.2%
Printing/Copying	1,200	880	320	73.3%	0	880	N/A
Equipment Repair	12,000	4,250	7,750	35.4%	0	4,250	N/A
Land/Pier/Building Repair	200,000	48,996	151,004	24.5%	11,148	37,847	339.5%
Insurance	15,120	0	15,120	0.0%	0	0	N/A
Supplies	13,500	1,457	12,043	10.8%	0	1,457	N/A
Electricity	15,000	12,260	2,740	81.7%	827	11,432	1381.7%
Debt Service	10,724	631	10,093	5.9%	0	631	N/A
Total Expenditures	417,706	144,756	272,950	34.7%	45,818	98,938	215.9%
Net Revenues Over(Under) Expense	296,302	391,474	(95,172)		66,332	325,142	490.2%

Portland Fish Exchange
Profit & Loss by Month
Fiscal Year 2025

Feb-25

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	YTD Fiscal 2025
Seller Fish Fees (Sales)	\$42,701.63	\$28,521.16	\$14,629.65	\$16,391.36	\$5,447.04	\$15,089.28	\$18,827.52	\$7,203.60	\$148,811.24
Buyer Fish Fees (Sales)							\$67.80	(\$67.80)	\$0.00
Rebate Inc				\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Fee Income	\$75,030.07	\$63,083.50	\$53,921.01	\$39,743.32	\$18,217.92	\$35,972.38	\$39,692.93	\$15,191.84	\$340,852.97
Buyer Application Fees (Svcs)					\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Sale of Boxes - 50's (Production)	\$3,250.00	\$2,070.00	\$3,020.00	\$1,810.00	\$90.00	\$430.00	\$680.00	\$240.00	\$11,590.00
Sale of Boxes - 100's (Production)	\$690.00	\$375.00	\$1,950.00	\$2,295.00	\$2,205.00	\$3,060.00	\$5,460.00	\$285.00	\$16,320.00
Sale of Pallets (Pallets)	\$40.00	\$0.00	\$0.00			\$0.00	\$0.00	\$0.00	\$40.00
Sale of Misc. Items/Ice	\$0.00	\$0.00	\$110.00	\$70.00	\$ -	\$0.00	\$0.00	\$0.00	\$180.00
Berthing	\$3,875.82	\$5,139.49	\$5,181.53	\$4,480.58	\$3,737.02	\$3,583.51	\$4,869.25	\$470.72	\$31,337.92
Berthing - Landings Rebate	(\$470.07)	(\$213.15)	(\$149.03)	(\$196.16)	(\$67.77)	\$46.63	(\$164.79)	\$2.59	(\$1,211.75)
Rental Income - Tenants	\$0.00	\$17,440.00	\$35,710.00	\$0.00	\$18,259.03	\$17,855.00	\$17,855.00	\$17,855.00	\$124,974.03
Utilities- Income Tenants	\$0.00	\$1,109.01	\$1,536.24	\$ -	\$450.00	\$667.25	\$599.27	\$603.78	\$4,965.55
Miscellaneous Income	\$500.00	\$0.00	\$0.00	\$10,493.75	\$2,858.04	\$120,529.64	\$1,396.00	(\$1,489.35)	\$134,288.08
Forgiveness of Debt Income - City of Portland	\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Funding of the Deficit - Fish Pier Authority				\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Auction Discrepancies				\$ -	\$ -	(\$296.00)	\$67.80	\$0.00	(\$228.20)
Total Income	\$125,617.45	\$117,525.01	\$115,909.40	\$75,087.85	\$51,446.28	\$196,937.69	\$89,350.78	\$40,295.38	\$812,169.84
Cost of Totes Sold - Totes	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Cost of Boxes Sold - 50's (Production)	\$1,990.93	\$1,266.99	\$1,850.02	\$1,157.05	\$55.10	\$233.74	\$416.42	\$146.92	\$7,117.17
Cost of Boxes Sold - 100's (Production)	\$456.74	\$248.23	\$1,290.80	\$1,520.88	\$1,499.18	\$2,080.55	\$3,712.18	\$193.78	\$11,002.34
Costs of Pallets Sold (Pallets)	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Cost of Goods Sold	\$2,447.67	\$1,515.22	\$3,140.82	\$2,677.93	\$1,554.28	\$2,314.29	\$4,128.60	\$340.70	\$18,119.51
Gross Profit	\$123,169.78	\$116,009.79	\$112,768.58	\$72,409.92	\$49,892.00	\$194,623.40	\$85,222.18	\$39,954.68	\$794,050.33

Portland Fish Exchange
Profit & Loss by Month
Fiscal Year 2025

Feb-25

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	YTD Fiscal 2025
Direct Regular Payroll - Ops	\$36,118.56	\$34,989.51	\$37,793.14	\$40,977.25	\$31,812.68	\$45,735.91	\$38,176.27	\$32,503.24	\$298,106.56
Indirect Regular Payroll	\$23,748.09	\$23,338.84	\$17,397.54	\$17,695.13	\$18,876.94	\$23,220.89	\$25,109.50	\$17,385.87	\$166,772.80
Direct ER FICA Medicare Tax - Ops	\$580.71	\$575.52	\$546.26	\$574.66	\$460.01	\$646.23	\$621.92	\$469.39	\$4,474.70
Direct ER FICA Soc Sec Tax - Ops	\$2,549.79	\$2,460.79	\$2,335.93	\$2,457.17	\$1,966.90	\$2,823.87	\$2,659.18	\$2,006.91	\$19,260.54
Direct SUTA Tax - Ops	\$27.88	\$15.51	\$17.30	\$20.34	\$29.23	\$52.92	\$137.35	\$97.12	\$397.65
Direct ME Pd Leave								\$41.09	\$41.09
Indirect ER FICA Medicare Tax - Accounting	\$283.16	\$266.24	\$250.11	\$271.96	\$271.54	\$349.27	\$291.14	\$250.03	\$2,233.45
Indirect ER FICA Soc Sec Tax - Accounting	\$1,143.96	\$1,138.39	\$1,069.42	\$1,162.87	\$1,161.14	\$1,432.56	\$1,244.93	\$1,069.14	\$9,422.41
Indirect SUTA Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$53.10	\$56.23	\$109.33
Indirect Payroll Processing Fee	\$374.60	\$424.90	\$453.22	\$398.36	\$435.42	\$702.75	\$408.25	\$901.10	\$4,098.60
Indirect ME Pd Leave								\$20.96	\$20.96
Indirect Health Insurance	\$683.78	\$683.78	\$734.22	\$734.22	\$734.22	\$734.22	\$734.22	\$734.22	\$5,772.88
Direct Health Insurance - Ops	\$3,980.36	\$3,980.36	\$4,293.72	\$4,293.72	\$5,480.22	\$4,886.97	\$5,621.19	\$5,621.19	\$38,157.73
Indirect Dental Insurance	\$76.70	\$76.70	\$76.70	\$70.78	\$76.70	\$70.78	\$76.70	\$76.70	\$601.76
Direct Dental Insurance - Ops	\$114.22	\$114.22	\$114.22	\$57.04	\$341.62	\$139.66	\$190.92	\$190.92	\$1,262.82
Indirect Disability/ Life Insurance	\$392.38	\$392.38	\$392.38	\$409.15	\$582.34	\$409.15	\$409.15	\$409.15	\$3,396.08
Direct Disability/Life Insurance - Ops	\$515.37	\$515.37	\$515.37	\$651.72	\$1,191.78	\$826.09	\$651.72	\$651.72	\$5,519.14
Indirect Employer Match to 401k	\$1,423.76	\$710.05	\$1,090.54	\$371.58	\$1,033.97	\$483.86	\$784.98	\$1,107.45	\$7,006.19
Direct Employer Match to 401k - Ops	\$2,493.75	\$1,210.42	\$1,618.51	\$841.95	\$1,416.09	\$660.73	\$874.09	\$1,493.55	\$10,609.09
Medical Expenses	\$23.56	\$332.33	\$351.10	\$435.21	\$302.72	\$225.63	\$207.18	\$120.03	\$1,997.76
Safety Expenses - Ops - Supplies	\$ -	\$168.50	\$0.00	\$663.50	\$ -	\$53.60	\$0.00	\$0.00	\$885.60
Rent - City of Portland	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Waste Removal	\$1,693.95	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$1,693.95
Business Insurance	\$10,416.00	\$14,113.51	\$12,070.51	\$9,600.51	\$9,598.51	\$10,337.53	\$0.00	\$0.00	\$66,136.57
Business Insurance - Commercial	\$0.00	\$0.00	\$ -	\$0.00	\$ -	\$0.00	\$0.00	\$0.00	\$0.00

Portland Fish Exchange
Profit & Loss by Month
Fiscal Year 2025

Feb-25

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	YTD Fiscal 2025
Dues, Subscriptions & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Fees & Licenses - Ops/Auction	\$50.00	\$50.00	\$275.00	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$375.00
Travel & Subsistence	\$448.21	\$316.11	\$0.00	\$335.00	\$ -	\$81.82	\$1,014.18	\$240.72	\$2,436.04
Travel & Subsistence - Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Depreciation - Ops	\$629.14	\$3,284.65	\$3,374.26	\$3,433.11	\$3,476.06	\$3,549.33	\$3,406.49	\$3,532.63	\$24,685.67
Depreciation - Leasehold - Ops	(\$148.02)	\$2,622.31	\$3,098.03	\$3,185.23	\$3,162.52	\$3,305.66	\$3,305.66	\$3,309.02	\$21,840.41
Uniforms/Gear Allowance- Ops	\$546.68	\$887.68	\$1,281.14	\$591.08	\$399.51	\$270.40	\$768.74	\$651.99	\$5,397.22
Cleaning Service & Supplies	\$185.00	\$335.00	\$2,390.33	\$526.39	\$695.00	\$1,181.28	\$861.83	\$510.00	\$6,684.83
R&M Operations Equipment - Ops	\$1,940.00	\$340.00	\$587.00	\$5,772.13	\$2,269.68	\$0.00	\$883.96	\$0.00	\$11,792.77
R&M Doors - Ops	\$ -	\$1,190.17	(\$5,130.00)	\$5,130.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,190.17
R&M Building	\$2,266.00	\$2,096.00	\$1,313.16	\$4,093.34	\$2,614.99	\$2,228.42	\$280.00	\$2,624.38	\$17,516.29
R&M Building - Ops	\$0.00	\$0.00	\$0.00	\$ 490.95	\$ -	\$0.00	\$0.00	\$0.00	\$490.95
R&M Office Equipment	\$0.00	\$51.52	\$51.52	\$51.52	\$51.52	\$51.52	\$103.04	\$0.00	\$360.64
Security - Ops	\$ -	\$450.00	\$105.00	\$ -	\$1,220.78	\$0.00	\$0.00	\$105.00	\$1,880.78
Utilities - Electric - Ops	\$9,251.72	\$8,367.94	\$9,281.52	\$8,740.07	\$8,792.80	\$8,794.88	\$9,925.75	\$11,216.28	\$74,370.96
Utilities - Natural Gas - Ops	\$379.54	\$228.24	\$228.24	\$228.24	\$369.19	\$686.52	\$1,014.72	\$3,105.51	\$6,240.20
Utilities - Sewer/Water - Ops	\$1,573.03	\$415.00	\$1,602.12	\$1,192.82	\$1,404.47	\$987.22	\$982.86	\$947.94	\$9,105.46
Utilities -Internet Service	\$710.58	\$717.32	\$710.58	\$710.58	\$710.58	\$710.58	\$717.32	\$717.32	\$5,704.86
Utilities - Telephone - Acct'g	\$147.92	\$142.92	\$142.92	\$143.01	\$148.01	\$148.01	\$150.01	\$150.70	\$1,173.50
Utilities - Telephone - Ops	\$479.70	\$706.47	\$474.84	\$479.52	\$483.42	\$486.42	\$499.08	\$499.08	\$4,108.53
Tech Services - Acct'g	\$1,236.66	\$888.69	\$91.67	\$1,291.46	\$239.85	\$125.15	\$284.13	(\$62.89)	\$4,094.72
Tech Services - Auction	\$0.00	\$2,856.24	\$1,306.55	\$1,797.30	\$3,087.30	\$3,390.04	\$4,855.88	\$2,051.35	\$19,344.66
Technology Hardware - Acct'g	(\$3,599.64)	\$ -	\$ -	\$ -	\$3,599.64	\$0.00	\$0.00	\$1,150.28	\$1,150.28
Technology Software - Acct'g	\$ -	\$ -	\$ -	\$ -	\$246.19	\$0.00	\$0.00	\$0.00	\$246.19
Postage Expense	\$137.63	\$ -	\$146.00	\$ -	\$ -	\$0.00	\$146.00	\$0.00	\$429.63
Office Supplies	\$305.93	\$0.00	\$723.91	\$739.26	\$198.76	\$159.64	\$374.57	\$209.61	\$2,711.68
Indirect Expenses - Administration	\$ -	\$659.00	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$250.00	\$909.00

Portland Fish Exchange
Profit & Loss by Month
Fiscal Year 2025

Feb-25

	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	YTD Fiscal 2025
Indirect Expenses - Acct'g	\$229.75	\$ -	\$351.39	\$ -	\$ -	\$315.91	\$0.00	\$0.00	\$897.05
Indirect Supplies Expenses - Ops	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Direct Supplies Expenses - Ops	\$4,439.76	\$14,617.40	\$5,057.80	\$3,838.04	\$3,581.18	\$3,141.79	\$4,841.15	\$11,523.11	\$51,040.23
Miscellaneous Expenses	(\$11,134.40)	\$ -	\$331.98	\$148.01	\$772.01	\$1,749.06	\$148.00	\$15,693.66	\$7,708.32
Miscellaneous Expenses - Admin	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$0.00	\$0.00
Gift Expenses	\$ -	\$ -	\$ -	\$ -	\$659.53	\$375.00	\$0.00	\$1,400.00	\$2,434.53
Legal & Accounting Expenses	\$16,248.12	\$ -	\$14,000.00	\$3,680.00	\$5,520.00	\$17,760.00	\$22,988.80	\$4,590.03	\$84,786.95
Banking fees	\$135.48	\$216.06	\$195.28	\$201.50	\$212.09	\$178.98	\$221.61	\$188.78	\$1,549.78
Administration Fees- 401k Plan	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$140.00	\$1,120.00
Penalties & Fines	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00	\$76.00	\$0.00	\$76.00
Loss on Operations - Write offs	\$ -	\$1,481.94	\$ -	\$ -	\$ -	\$0.00	\$0.00	\$67.80	\$1,549.74
Operating Expenses	\$113,239.37	\$128,567.98	\$123,250.43	\$128,134.73	\$119,827.11	\$143,610.25	\$136,241.57	\$130,018.31	\$1,023,380.70
Operating Profit/Loss	\$9,930.41	(\$12,558.19)	(\$10,481.85)	(\$55,724.81)	(\$69,935.11)	\$51,013.15	(\$51,019.39)	(\$90,063.63)	(\$229,330.37)
Interest Expense - Line of Credit	\$ -	\$ -	\$520.26	\$340.97	\$344.27	\$322.92	\$546.53	\$1,020.14	\$3,095.09
Interest & Dividend Income	\$ -	\$ -	\$ -	(\$23.44)	(\$1,104.55)	\$0.00	(\$52.46)	\$0.00	(\$1,180.45)
Total Other Income/Expense	\$0.00	\$0.00	\$520.26	\$317.53	(\$760.28)	\$322.92	\$494.07	\$1,020.14	\$1,914.64
Net Profit/Loss	\$9,930.41	(\$12,558.19)	(\$11,002.11)	(\$56,042.34)	(\$69,174.83)	\$50,690.23	(\$51,513.46)	(\$91,083.77)	(\$231,245.01)
EBITDA	\$10,411.53	(\$6,651.23)	(\$4,009.56)	(\$49,106.47)	(\$63,296.53)	\$57,868.14	(\$44,307.24)	(\$83,221.98)	(\$182,804.29)



MEMORANDUM

To: Portland Fish Pier Authority

From: Gregory P. Watson, Director

Subject: Annual Request to use Portland Fish Pier Authority Funds to Support the Waterfront Coordinator Position in FY2026

Date: March 12, 2025

This memorandum requests the Portland Fish Pier Authority (PFPA) to consider and approve using PFPA funds in the approximate amount of \$38,210 to cover thirty (30) percent of the FY2026 annual compensation costs (which includes benefits) for the City Waterfront Coordinator position.

This is the sixth annual request. For FY2025, the Board approved 50% of the salary and benefits of approximately \$63,320; FY2024, the Board approved 50% of the salary and benefits of approximately \$61,476; FY2023, the Board approved 50% of the salary and benefits of approximately \$58,030; and for FY2022, the Board approved 33.3% of salary and benefits of approximately \$37,021.

BACKGROUND

The City continues to struggle with budget challenges and the impacts of inflation, particularly for the upcoming FY2026 budget process. To prepare the FY2026 City operational budget, the Finance Director has challenged Department Directors to reduce overall Department budget expenditures and to propose creative approaches to fund needed staff to support ongoing City service delivery. This is a result of that response for the Waterfront Coordinator position; the remaining funding for this position is from the Waterfront TIF fund.

Examples of Bill's time dedicated to the PFPA include:

- lead staff to prepare and issue all meeting agendas, minutes, and backup;
- liaison between PFPA tenants and the fishing industry, as well as the Portland Fish Exchange;
- lease negotiations;
- intra-city departmental coordination;

- press and community relations contact; and, lastly,
- led the PFPA/Portland Fish Exchange merger process.

REQUEST FOR CONSIDERATION

I ask that the PFPA consider and vote to approve the request to fund 30% of the City Waterfront Coordinator Position, including benefits.

I will attend your March 20, 2025, PFPA Board meeting to discuss this with you and answer any questions.