

PORTS AND HARBOR COMMISSION  
Minutes for Regular Meeting  
August 23, 2011

I. CALL TO ORDER

Chairman Pro Tem Laura Meadors called the regular meeting of the Ports and Harbor Commission to order at 7:00 p.m. in the Valdez City Council Chambers.

II. ROLL CALL

Commissioners Present: Laura Meadors, Jeff Johnson, Mark Swanson and Steve Cotter.

Commissioners Bruce Painter, Colleen Stephens and Bernie Culbertson were absent and excused.

Also present: Diane Kinney, Ports & Harbor Director; Karen Feero, Recording Secretary; and 1 member in the audience.

III. APPROVAL OF MINUTES – August 2, 2011

The minutes for the August 2, 2011 meeting were approved as presented.

IV. PUBLIC BUSINESS FROM THE FLOOR

There was no business from the floor.

V. STAFF REPORTS

Diane Kinney, Ports & Harbor Director reported that Sarah VonBargen is out of the office this week and Steve Waller is out of the office for an indefinite amount of time. Ms. Kinney assured the commissioners that there is enough staff to cover the harbor through the end of the summer season.

Ms. Kinney also reported that even though it was rainy weekend the annual Richardson Highway Rendezvous fund raiser was held at the Kelsey Plaza.

Dave Martinson with the Corps. of Engineers from the Anchorage office visited the city harbor facilities on August 8<sup>th</sup>. Corps. of Engineers representatives from Washington DC were not able to arrive due to weather issues. Ms. Kinney did mention that the city manager signed an agreement for the design phase to begin for the new harbor.

VI. UNFINISHED BUSINESS

There was no unfinished business.

VII. NEW BUSINESS

- A. Approval of Recommendation Naming Rates and Fees for Use of Facilities in the Valdez Small Boat Harbor

**MOTION: Commissioner Johnson moved, seconded by Commissioner Swanson, to approve the recommendation Naming Rates and Fees for Use of Facilities in the Valdez Small Boat Harbor.**

Ms. Kinney passed out an additional worksheet showing the 10% increase for the next three years.

Chairman Pro Tem Meadors questioned whether or not there was a date needed for this recommendation to Council.

Ms. Kinney explained that she would like to have the recommendation approved at the next council meeting which would be the first meeting in September.

Ms. Kinney stated she reworded the resolution for the increase to 10%, 7% and 7% for the next three years. She was unsure whether the commission wanted to recommend what the resolution stated or recommend the 10% increase for the next 3 years.

Chairman Pro Tem Meadors commented that the commission has agreed to re-evaluate the yearly cost and the 10% has historically been the cap for increases.

Commissioner Swanson felt the direction from council was that the 10% was a reasonable cap and if the harbor cost could come from the fish tax when needed to make up the balance that was acceptable from the Council.

Ms. Kinney indicated the average figure of 4.28% was calculated for the cost of living increase based on the information Sarah VonBargen put together. This was based on a 7 year average of expenditures from 2003 to 2010.

Commissioner Swanson was concerned whether the fish tax revenues would actually cover the harbor expenses.

Ms. Kinney said the Shared Fishery Business Tax low has been \$22,651 and the high \$49,628; and the Raw Fish Tax low was \$127,685 and the high \$311,000. The extra funds needed to cover expenses will be available from the fish taxes.

Commissioner Swanson proposed a 10% increase over the next three years. He felt recommending less of an increase did not sound prudent since the 10% increase over the next three years barely covers the expenses.

Chairman Pro Tem Meadors stated the consensus from the commission was to amend the resolution to a 10% increase for the next three years and re-evaluate the increase yearly.

Ms. Kinney said she would attach the 10% increase spreadsheet, the comparison spreadsheet, and the administrative cost information to the agenda statement for Council. She will also attach the fish tax information as well.

Chairman Pro Tem Meadors also reiterated that the recommendation for the funds that are leftover from the fish taxes will be placed in a harbor replacement fund.

**AMENDMENT TO THE MAIN MOTION: Commissioner Swanson moved, seconded by Commissioner Cotter, to amend the draft resolution to reflect a 10% increase for 2012, 2013 and 2014 for the rates and fees for use of facilities in the Valdez Small Boat Harbor.**

**VOTE ON THE AMENDMENT TO THE MAIN MOTION: 4 yeas, 3 absent (Painter, Stephens and Culbertson). Motion carried.**

**VOTE ON THE MOTION AS AMENDED: 4 yeas, 3 absent (Painter, Stephens and Culbertson). Motion carried.**

B. Discussion Item: Airport Capital Improvement Projects

Ms. Kinney reported that Scott Benda, the Capital Facilities Project Manager has been working on the airport improvements. Staff has been working with him to review a variety of different layouts for the new chairs and tables for the public area.

Commissioner Johnson was concerned with the new fire alarm system that was being installed. He felt the monitors were too low and the public would be bumping their heads on the system.

Ms. Kinney said she would contact Mr. Benda with the concerns on the fire alarm system.

Ms. Kinney explained that there will be an additional seating area near the Grant Aviation counter and the seating area for Era Aviation will be rearranged. Ms. Kinney mentioned the layout for the seats will give plenty of room for the passengers, and are easily moveable if the configurations do not meet the needs of the airlines.

Chairman Pro Tem Meadors inquired as to whether the paint color had been decided for the airport upgrade.

Ms. Kinney responded that a steel blue color was being considered. She also mentioned the carpet color more than likely will be a blue color with flecks of some different colors.

VIII. REPORTS

There were no reports.

IX. INFORMATION

A. Valdez City Council Minutes of 7/5/11 and 7/18/11

There was no discussion on these items.

X. COMMISSION BUSINESS FROM THE FLOOR

There was no commission business from the floor.

XI. ADJOURNMENT

There being no further business, the meeting adjourned at 7:50 p.m.

CITY OF VALDEZ, ALASKA  
PORTS AND HARBOR COMMISSION

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Laura Meaders, Chairman Pro Tem

ATTEST:

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Karen Feero, Recording Secretary