

Session 11-03, a Regular Meeting of the Port and Harbor Advisory Commission was called to order at 5:00 p.m. by Vice Chair Steve Zimmerman on March 23, 2011 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONER CARROLL, HOWARD, WEDIN AND ZIMMERMAN

STAFF: DEPUTY HARBORMASTER MATT CLARKE  
DEPUTY CITY CLERK RENEE KRAUSE

**APPROVAL OF THE AGENDA**

Vice Chair Zimmerman requested a motion to approve the agenda.

Commissioner Wedin requested to suspend the rules to take comments from Visitors on an item not on the agenda.

HOWARD/WEDIN – MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

WEDIN/HOWARD - MOVED TO SUSPEND THE RULES TO ALLOW VISITORS TO SPEAK NOW.

There was no discussion.

VOTE. YES. NON-OBJECTIONS. UNANIMOUS CONSENT.

Motion carried.

**PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA** *(3 Minute Time Limit)*

There were no public comments.

**RECONSIDERATION**

There were no items for reconsideration.

## **APPROVAL OF MINUTES**

### A. Regular Meeting Minutes for February 23, 2011

Vice Chair Zimmerman requested a motion to approve the minutes.

HOWARD/WEDIN – MOVED THE MINUTES BE APPROVED AS PRESENTED.

There was no discussion.

VOTE. YES. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **VISITORS**

Jim Levracus, newly appointed member of the Board of Directors for the Homer Chamber of Commerce, and on the Winter King Derby Committee, expressed the Chambers appreciation for the free use of the Harbor and the assistance that harbor personnel give each year. He offered the moorage and launch ticket included in his packet when he used to come down each year from Anchorage and he hopes that the City continues to offer that as a part of the tournament.

Tabor Ashment, Sport Shed and a member of the Winter King Tournament Committee for 8 years, expressed his appreciation for what the City provide and if there is anything that they could assist with please do not hesitate to ask.

There were no more comments.

## **STAFF & COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS**

*(Chair set time limit not to exceed 5 minutes)*

### A. Port & Harbor Director's Staff Report – March 2011

Deputy Harbormaster Clarke reviewed the report for the commissioners and asked for questions. The following was briefly discussed:

1. Met with the President of PN&D Engineering and Carey Meyer on the Harbor Facility Improvement.
2. Had a teleconference with Siemens regarding the high mast lighting and in the near future will be testing new energy efficient lighting.
3. Harbor staff participated in a Facilities Security Plan Drill which is mandated by the Department of Homeland Security procedures to be conducted quarterly.
4. Met with US Coast Guard personnel and other department heads on a mass rescue operations meeting to discuss a scenario of how Homer would respond to a mass casualty event at the dock or in the nearby waters, such as a large scale fire or sinking.
5. Snug Harbor and the City have finalized a new lease.
6. The Harbormaster met with the Department of Transportation regarding the East Harbor Expansion technical report in Anchorage.
7. Kimberly Nielsen with URS Engineering visited the Harbor to check on the status of upcoming or planned projects.
8. The improvements to the harbor tug was completed March 7, 2011.
9. There are 12 new dock carts constructed by the port maintenance crew.
10. Stall renewals have been sent out.
11. Seasonal positions for Harbor Assistants has been advertised.

Harbor personnel assisted: a salvage crew raise and remove a 40 foot charter vessel, free a man with a broken collar bone entangled in a dog sled; and a 5 gallon diesel spill.

A former employee, Dana Harrington has been rehired to fill the position of Administrative Clerk which was available due to the retirement of Bonnie Judge. She previously worked for the Harbor when Steve Dean was Harbormaster.

The small boat harbor was very busy as it was transitioning from winter to spring, the Sitka Herring fleet departed, local halibut fishing vessels mobilized, the influx of recreational vessels for the Winter King Tournament and the Cook Inlet state waters P-cod fishery has had many vessels delivering fully loaded.

The Ice Plant is up and running and ATS Alaska of Anchorage was awarded the Crane Card Access System Upgrade.

There was a brief discussion on the cause of the spill and if a cause was noted. Mr. Clarke commented on the Winter King Tournament. He remarked that there was no calls for a tow due to breakdown and they only had one attempted sinking of a vessel which was averted before it happened. They had no issues with participants or spectators such as public drunkenness, etc.

There was no further discussion.

#### C. Lease Committee

There was no report. No meetings had been held by the committee since the last meeting. Vice Chair Zimmerman noted there will be a meeting on April 14, 2011 at 3:00 p.m.

#### **PUBLIC HEARING** (*3 minute time limit*)

There were no public hearings scheduled.

#### **PENDING BUSINESS**

##### A. Long Term Parking on the Spit and Fee Parking Recommendations

Vice Chair Zimmerman read the memorandum from staff reporting that due to an oversight of terms expiring the Commission needed to remake the motions and recommendations issued at the February meeting.

HOWARD/WEDIN - MOVED THAT THE PORT AND HARBOR ADVISORY COMMISSION RECOMMEND THAT THE HARBORMASTER PROCEED WITH THE NECESSARY ACTIONS TO IMPLEMENT A LONG TERM PARKING PROGRAM AND SEASONAL FEE PARKING PASS FOR THE FEE PARKING LOTS, IN ACCORDANCE WITH THE HARBORMASTER'S MEMORANDUM TO THE COMMISSION DATED FEBRUARY 15, 2011; WITH THE EXCEPTION THAT THE LONG TERM FEES BE SET AT \$200.00 ANNUALLY, WITH THE FEE BEING DISCOUNTED TO \$100.00 FOR VESSEL OWNERS THAT PAY ANNUAL MOORAGE IN THE HOMER HARBOR. IN ADDITION THE MOTION INCLUDES THAT STAFF CREATE A COUPON BOOK CONTAINING FIVE COUPONS WITH THE AMOUNT TO BE DETERMINED BY THE HARBORMASTER.

There was no further discussion.

VOTE. YES. CARROLL, WEDIN, ZIMMERMAN, HOWARD.

Motion carried.

B. Land Allocation Plan 2011 Recommendations

HOWARD/WEDIN - MOVED TO RECOMMEND CITY COUNCIL INCLUDE FOR LEASE LOTS 4-12, 19-20, AND PORTIONS OF LOTS 12A, 13B, 9A AND 10A FOR THE 2011 SEASON. IN ADDITION, MOVED TO RECOMMEND THAT THE CITY PLANNER, HARBORMASTER AND CITY MANAGER DESIGNATE AND DEFINE A 10,000 SQUARE FOOT PORTION OF LOT TR-1-A FOR THE PURPOSE OF OFFERING A REQUEST FOR PROPOSAL; IN ADDITION, THE MOTION TO INCLUDE SUPPORTING A RECOMMENDATION THAT CITY COUNCIL DESIGNATE A PORTION OF LOT 12A, NO CLOSER THAN 150 FEET TO RAMP FIVE AND UP TO FREIGHTDOCK ROAD, BE MADE AVAILABLE FOR RENT TO ITINERANT MERCHANTS FOR A FLAT RATE, WITH THE SQUARE FOOTAGE AND LOCATION TO BE DETERMINED BY THE HARBORMASTER OR CITY MANAGER.

There was no discussion.  
VOTE. YES. HOWARD, ZIMMERMAN, WEDIN, CARROLL.

Motion carried.

There was no further discussion.

**INFORMATIONAL MATERIALS**

- A. Harbormaster's Monthly Statistical Report for February 2011
- B. Weekly Crane and Ice Report
- C. Deep Water Dock Report
- D. Pioneer Dock Report & Ferry Landings
- E. Water Usage Report
- F. Lease Expirations as of 02/17/11
- G. 2011 Commissioner Attendance at City Council Meetings
- H. Strategic Plan 2011
- I. Ordinance 11-05, Preliminary work on Phase I Deep Water Dock Expansion Project
- J. Resolution 11-024, Awarding Contract for Card Reader System to ATS Alaska of Anchorage

Commissioner Howard inquired about Commissioner Hartley attending the March 29, 2011 council meeting. It was noted that Commissioner Wedin was scheduled for March and Commissioner Hartley is scheduled April council meetings. Deputy City Clerk Krause reminded the commission that a volunteer was needed to attend the Worksession scheduled for the Land Allocation Plan since the memorandum would not be timely for the council packet. She advised the Vice Chair to thank the Council for considering their recommendations made on the plan.

There were no further comments or discussion.

**COMMENTS OF THE AUDIENCE**

Mr. Hartley commented that it was a great meeting.

**COMMENTS OF THE CITY STAFF**

Deputy Harbormaster Clarke commented that he appreciated the Commissioners making the effort to get together to get something done and moving forward on the parking but again administratively this will be a challenge working with the public to yet again further define what is going on with parking, it is a struggle, but the sooner they get this going, and in front of council and their likely approval the better off they are administratively to work with and solving this problem.

Deputy City Clerk Krause stated it was a great meeting she apologized again for the oversight in renewing the Commissioners terms. This has been one of the shortest meetings she has attended in a long time.

**COMMENTS OF THE COUNCILMEMBER** (*If one has been assigned*)

None.

**COMMENTS OF THE CHAIR**

Vice Chair Zimmerman thanked everyone attending to make a quorum and get this completed.

**COMMENTS OF THE COMMISSION**

Commissioners Wedin, Carroll had no comments.

Commissioner Howard expressed his thanks for everyone coming and making a quorum to get these recommendations passed and on to council.

**ADJOURN**

There being no more business to come before the Commission the meeting was adjourned by Vice Chair Zimmerman at 6:00 p.m. The next regular meeting is scheduled for April 27, 2011 at 5:00 p.m. in the City Hall Cowles Council Chambers.

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RENEE KRAUSE, CMC, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_