

PORT AND HARBOR ADVISORY COMMISSION

Regular Meeting



The permanent departure of the derelict vessel the Albert August 29, 2011

Wednesday, September 28, 2011

5:00 P.M.

City Hall Cowles Council Chambers
491 E. Pioneer Ave. Homer, AK 99603



**NOTICE OF MEETING
REGULAR MEETING AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**
- 4. RECONSIDERATION**
- 5. APPROVAL OF MINUTES**
 - A. Regular Meeting Minutes for August 24, 2011 Page 1
- 6. VISITORS**
 - A. Fire Chief Bob Painter, Christine K Fire Presentation
- 7. STAFF & COUNCIL REPORT/COMMITTEE REPORTS/ BOROUGH REPORTS**
 - A. Port and Harbor Director's Reports for June 2011 Page 5
 - B. Port & Harbor Improvement Committee Report Page 7
 - C. Lease Committee Report
- 8. PUBLIC HEARING**
- 9. PENDING BUSINESS**
- 10. NEW BUSINESS**
 - A. Discussion of a Possible Ordinance Regarding Unattended Oil Fire Stoves in the Homer Harbor
- 11. INFORMATIONAL ITEMS**
 - A. Weekly Crane and Ice Report Page 21
 - B. Deep Water Dock Report Page 23
 - C. Pioneer Dock Report Page 27
 - D. Pioneer Dock Ferry Landings Report Page 29
 - E. Water Usage 2011 Page 31
 - F. Monthly Statistical & Performance Report Page 33
 - G. AAHPA 32nd Annual Conference Agenda Page 35
 - H. Letter from Nuka Point Research & Planning Group Re: CIRA Advisory Panel Acceptance Dated September 13, 2011 Page 39
 - I. Strategic Plan Page 45
 - J. Lease Expirations as of 2/17/11 Page 47
 - K. Commissioner Attendance Schedule for City Council Meetings Page 49
- 12. COMMENTS OF THE AUDIENCE**
- 13. COMMENTS OF THE CITY STAFF**
- 14. COMMENTS OF THE COUNCILMEMBER *(If one is assigned)***
- 15. COMMENTS OF THE CHAIR**
- 16. COMMENTS OF THE COMMISSION**
- 17. ADJOURNMENT/NEXT REGULAR MEETING IS SCHEDULED FOR WEDNESDAY, OCTOBER 26, 2011 at 5:00 p.m. in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.**

Session 11-08, a Regular Meeting of the Port and Harbor Advisory Commission was called to order by Chair Ulmer at 5:00 p.m. on August 24, 2011 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS CARROLL, HARTLEY, HOWARD, ULMER, ZIMMERMAN

ABSENT: HOTTMAN, WEDIN

STAFF: PORT AND HARBOR DIRECTOR HAWKINS
DEPUTY CITY CLERK JACOBSEN

AGENDA APPROVAL

The agenda was approved as written by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no reconsiderations scheduled.

APPROVAL OF MINUTES

A. July 27, 2011 Regular Meeting Minutes

The minutes were approved by consensus of the Commission.

VISITORS

STAFF AND COUNCIL REPORT/COMMITTEE REPORTS/BOROUGH REPORTS

A. Port and Harbor Director's Reports for August 2011

Harbormaster Hawkins reviewed the staff report. He commented about the Christine K. fire that recently occurred in the harbor. Commissioner Carroll suggested tracking incidents like this and tabulating causes. If there are consistent recurring causes then boat owners should be aware of what is happening, and a drug policy should be looked at as well. If there is a major fire in the harbor it puts a lot of people at risk. Commercial boats have to go to sea with a drug testing kit and if there is an event at sea the test has to be administered.

Harbormaster Hawkins advised that after several extensions the vessel Albert was impounded. He has been contacted by a towing company that they are coming, so it was agreed that the owner will be allowed to remove the vessel but still owe for the back moorage.

B. Lease Committee

There was no Lease Committee report.

C. Port and Harbor Improvement Committee

Commissioner Howard reported about the Port and Harbor Improvement Committee's first meeting, noting that it was mostly an organizational meeting. The meeting synopsis was provided for review.

PUBLIC HEARING

There were no public hearings scheduled.

PENDING BUSINESS

A. 2012-2017 Capital Improvement Plan Recommendations

There was brief discussion of the recommended projects list from the July 27th meeting. The consensus of the Commission was to forward that list to the City Council as follows:

1. Upgrade System 5-Vessel Shore Power & Water
2. Deep Water Dock Expansion
3. Harbor Float Replacement/Ramp 3 Gangway and Approach Replacement
4. Harbor Entrance Erosion Control
5. Port and Harbor Building

NEW BUSINESS

A. Memorandum from Port and Harbor Director Re: Alaska Coastal Freight's Barge Ramp Improvement proposal.

Harbormaster Hawkins reviewed the staff report.

Questions were posed about the process and if there will be containment for the oil on the asphalt until it weathers. Harbormaster Hawkins expected they would. He explained the ramp would be extended down into the minus tides. Kodiak has a ramp like this that is owned by one of the barge companies and Alaska Coastal Freight has used it, which is where they got the idea to do it here. If Alaska Coastal Freight does the improvement there will need to be a memorandum of agreement outlining that it will have to be done to City standards, the City will remain owner of the facility, and would pay him back over time based on wharfage and dockage. Alaska Coastal Freight may also be considering it as a business write off. He noted that it can't be an exclusive use.

The Commission agreed that this is a needed improvement and that a MOA for protection of the City and Alaska Coastal Freight was appropriate.

CARROLL/ZIMMERMAN MOVED TO EXPRESS THE COMMISSION'S SUPPORT FOR THIS PROJECT.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL ITEMS

A. Weekly Crane and Ice Report

PORT AND HARBOR ADVISORY COMMISSION
REGULAR MEETING
AUGUST 24, 2011

- B. Deep Water Dock Report
- C. Pioneer Dock Report
- D. Pioneer Dock Ferry Landings Report
- E. Water Usage 2011
- F. Monthly Statistical & Performance Report
- G. Strategic Plan
- H. Lease Expirations as of 2/17/11
- I. Commissioner Attendance Schedule for City Council Meetings

Harbormaster Hawkins reviewed the memorandum about the proposal for Pioneer Dock West Trestle Parking Improvements for the Coast Guard crewmember parking.

COMMENTS OF THE AUDIENCE

There were no audience comments.

COMMENTS OF CITY STAFF

Harbormaster Hawkins commented that the fall dredging begins next month. He explained the challenges with the having to deal with the increased amount of material. The City doesn't have permits in place at this time for beach re-nourishment and the City will need to advertise for a sale of dredge materials. He explained that he is interested in pursuing help from a firm who can handle the permitting process so it can be completed within the ACOE timeframe.

COMMENTS OF THE COUNCILMEMBER

There was no Councilmember in attendance.

COMMENTS OF THE CHAIR

Chair Ulmer thanked Commissioners Howard and Hartley for their participation on the Port and Harbor Improvement Committee.

COMMENTS OF THE COMMISSION

Commissioner Carroll suggested it would be a good time to be out in the dredging area with a metal detector.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at 6:05 p.m. The next regular meeting is scheduled for Wednesday, September 28, 2011 at 5:00 p.m. at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____

- 1. Commissioner Advances Schedule for City Council Meeting
- 2. Leave Committee on 8/24/11
- 3. Strategic Plan
- 4. Monthly Statistical Performance Report
- 5. Water Supply 2011
- 6. Port of Portland Early Learning Project
- 7. Finance Book Report
- 8. Deep Water Dock Report

Historical Howland reviewed the memorandum about the proposal for Port of Portland West
Trade Training Improvement for the Local Grant. Commissioner Howland

COMMENTS OF THE AUDIENCE

There was no audience comment.

COMMENTS OF CITY STAFF

Historical Howland commented that the fall dredging began next month. He explained the
dredging will not be any to deal with the increased amount of material. The City does
have permits in place at this time for beach re-nourishment and the City will need to
submit a table of dredge material. He explained that he is interested in providing help
from a firm who can handle the permitting process so it can be completed within the 2011
timeframe.

COMMENTS OF THE COUNCILMEMBER

There was no Councilmember comment.

COMMENTS OF THE CHAIR

Chair David Glavin thanked Commissioner Howland and staff for their participation on the day
and hopes to see them at the next meeting.

COMMENTS BY THE COMMISSION

Commissioner Farrell suggested it would be a good idea to sit in the dredging area with a
port operator.

ADJOURN

There being no further business to come before the Commission the meeting adjourned at
5:00 p.m. The next regular meeting is held on Wednesday, September 28, 2011 at 5:00
p.m. at the City and County Council Chamber located at 191 E. Pioneer Avenue, Portland,
Oregon.

MELBA JACOBSON, City Deputy Director

Approved:



City of Homer

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PORT & HARBOR STAFF REPORT

By Bryan Hawkins, Port Director/Harbormaster
Prepared for the September 28, 2011 Port & Harbor Commission Meeting

September 21, 2011

1. Administration

• Staff met with:

- Judith Voelker – Port Documentary Film
- Dan Cole, USCG – Meeting Regarding MOA between City of Homer & USCG
- Port & Harbor Improvements Committee Meeting
- Ginny Litchfield, Fish & Game – Critical Habitat Management
- Bob Painter – National Incident Management System (NIMS)
- USCG – Site Visit on Energy Meter Install
- Army Corps of Engineers – Soil Sample Collection
- CISPRI – Conex Storage on Spit
- Staff Budget Meeting
- Marine Trades Committee Meeting
- HVFD – Review of the Christine K Fire Incident
- Walt Swearingen – Fish Cleaning Table Improvements
- Officer Darrington, Dept. of Customs - Regulated Garbage
- City Manager & ADOT – Meeting Regarding TORA for the Deep Water Dock
- Science Collaborative
- Chamber of Commerce & Marine Trades Committee – Fish Expo

2. Operations

Labor Day Weekend marked the end of the summer recreational boating season with an intense gale. Harbor Officers assisted several vessels with dewatering and shored up several mooring lines. Small boat harbor occupancy rates remain strong, with approximately 900 vessels moored, fueled by the closure of the salmon fisheries in Kodiak and Prince William Sound and the return of the seine and tender fleets.

- The M/V Amsterdam conducted this summer's final cruise ship landing on Saturday, September 10th.
- Fee pay parking in ramp access lots 1-4 concluded on Tuesday, September 6th.
- Site Preparation for CISPRI's new gear storage lot location is complete.
- Improvements to the harbor tug's fire fighting manifold have been completed.
- We began accepting applications for winter metered power effective September 1st. Assignments will begin the first week of October.
- Harbor officers continue with the vessel audit measuring LOA and beam.
- A comprehensive report detailing the documentation and implementation of "Best Management Practices" was submitted Rachel Lord of Alaska Clean Harbors.

The Homer Harbor is currently advertising for two Harbor Officer I positions. Harbor Officer II, Aaron Glidden, received a promotion to the Port Maintenance supervisor position. Harbor Officer I, Dan Storrs, announced his resignation last week, and is pursuing work aboard the M/Y Inidgo bound for international waters.

3. Other

- None

Session 11-02, a Regular Meeting of the Port and Harbor Improvement Committee was called to order by Chair Howard at 5:23 on August 25, 2011 at the City Hall West Conference Room located at 450 Sterling Highway, Homer, Alaska.

PRESENT: Hartley, Hawkins, Howard, Howard, Lewis, Wythe

STAFF: City Manager Wrede
Deputy City Clerk Jacobsen

AGENDA APPROVAL

The agenda was approved by consensus of the Committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF SYNOPSIS

A. Approval of the August 18, 2011 Meeting Synopsis

The synopsis was approved by consensus of the Commission.

VISITOR/PRESENTATIONS

No visitors were scheduled.

STAFF & COUNCIL REPORTS

There were no staff or council reports.

PUBLIC HEARING

No public hearings were scheduled.

PENDING BUSINESS

No pending business items were scheduled.

NEW BUSINESS

A. Review of Port and Harbor Finances

Finance Director Mauras showed a power point presentation to review the Port and Harbor Enterprise fund. Paper copies were provided for the record. As of 12/31/10 the Depreciation Reserves has a fund balance of \$1,652,816.31 and vehicle reserves have \$68,796.40. These reserves are set up and used for the repair and replacement of equipment and infrastructure.

As of the same date, total assets for the Port are \$41,762, 236, excluding land which equals \$26,508,195. Total reserves are \$1,721,612.71, or 6.5% of the Ports depreciable fixed assets set aside for repair or replacement. 40% of depreciable capital assets is to be maintained in depreciation reserves, and the Port and Harbor has fallen short of this goal. She summarized that the auditors were happy to see the Port is debt free. Six months of expenses should be maintained in case of emergencies. Net assets (retained earnings) represent accumulated earnings that are not reserved. Net assets available for expenses are \$41,472,133.70 less fixed assets of \$41,762,236 leaves a deficit of \$290,102, available for debt repayment and preparedness.

Mrs. Mauras commented that debt polices could be considered. A common provision is a policy that places limits on the amount of debt that can occur. The limits assume two dimensions:

- A limit on the percentage of operating revenue spent for debt service, and
- A limit on the amount of outstanding direct debt as a percentage of the full value of assessed properties.

She summarized a discussion with Deven Mitchell of the Alaska Bond Bank. He advised that the Port and Harbor would have to demonstrate the ability to pay back the bond and generate enough revenue to sufficiently add to net assets. A risk assessment would need to be done to see if is reasonable for the Port to take on the debt. A plan of revenue generation needs to be in place, and insurance and general upkeep of the port would be required. A year of bond payments would need to be placed in reserves. Mr. Mitchell indicated that the bond would have to be approved by the voters. He also said the City of Seward was in a similar situation and they imposed a small head tax that was dedicated to payback of the bonds.

Mr. Hawkins explained that the Seward head tax is for passengers on tour boats. It is a fee that Homer has in their tariff but it hasn't been collected in the past. It is set up for vessels larger than 12 passengers. He isn't sure what the financial benefit would be if they charged the fee and expects the concept would meet resistance as it targets a specific user group. It was suggested that they may have some incentive knowing the funds will produce a better facility and attract more users to their business. Mr. Hawkins added that Seward is concerned because their ridership is lower and as a result are concerned about bond repayment. He does not know how much Seward bonded.

Mrs. Mauras reviewed the cash flow statement. Mr. Hawkins commented about the reserves, noting it is separate from the cash flow information. The contribution to reserves was increased from \$320,000 last year to \$500,000 this year. The Port is at \$1.4 million in reserve account but should have \$10 million with annual contributions maintaining that number.

Chair Howard expressed concern that the Port can't afford a bond right now and that increasing fees to a level to pay back a bond wouldn't be tolerated by users.

The group discussed present fee, revenue, and amenities provided for commercial fishing and how they compare to other area harbors. The general consensus was that they would like to continue to meet and discuss ways to move forward on the bonding concept.

Mrs. Wythe expressed that she is more inclined to focus the on cash flow statement. In order to pay the bond, having cash flow that is increasing is more important. The depreciation amount is a soft number in the statement and not cash in the bank. How it would impact the building of the reserve would be different and the 40% is an ideal goal of an amount that would allow an ability to replace a substantial amount of the infrastructure. She wants to

think about it and digest the information provided at the meeting tonight. She would like to know more information about why Mr. Mitchell indicated this would have to go to the voters.

Mrs. Mauras said if the committee could provide some scenarios she could create a model to show how much harbor fees would need to be increased to meet bond payments and increase the reserves balance.

Scenario 1 is the list on the resolution, the cost to bond, and what the payment would be. According to the numbers in the CIP it totals about \$10 million. The costs in the CIP may need to be updated.

Scenario 2 is the Harbor building, and a project that would produce revenue. The Harbormaster could assist Mrs. Mauras could work on numbers for that scenario.

The Committee asked to see a projection of potential revenue from fee increases and implementation of a head tax. They agreed to look at this new information at the September 8 meeting. They asked City Manager Wrede to try to schedule Mr. Mitchell for their September 1 meeting.

INFORMATIONAL ITEMS

COMMENTS OF THE AUDIENCE

Cathy Ulmer, city resident, expressed her appreciation to the Committee for taking this forward step.

COMMENTS OF STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Howard thanked Regina and asked the Committee to take tonight's information home and review it for the next meeting.

COMMENTS OF THE COMMITTEE MEMBERS

There were no Committee member comments.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:25. The next meeting is scheduled for September 1, 2011 at 5:30 at the City Hall West Conference Room.

Melissa Jacobsen, CMC, Deputy City Clerk

Approved: _____

think about it and direct the information provided at the meeting tonight. She would like to know more information about why Mr. Mitchell indicated this would have to go to the voters.

Mr. Warner said if the committee could provide some scenarios she could create a model to show how much that fees would need to be increased to meet bond payments and increase the reserves balance.

Scenario 1 is the fee on the resolution, the cost to bond, and what the payment would be according to the number of the CIP it falls about \$10 million. The cost in the CIP may need to be updated.

Scenario 2 is the Harbor building and a project that would produce revenue. The Harbormaster cost case Mr. Warner could work on numbers for that scenario.

The Committee asked to see a projection of potential revenue from the process and implementation of a bond tax. They agreed to look at this new information at the September 6 meeting. They asked City Manager Weide to try to schedule Mr. Mitchell for their September 7 meeting.

ADDITIONAL ITEMS

COMMENTS OF THE AUDIENCE

Any other city resident expressed her appreciation to the Committee for taking this forward step.

COMMENTS OF STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Howry thanked members and asked the Committee to take tonight's information home and review it for the next meeting.

COMMENTS OF THE COMMITTEE MEMBERS

There were no Committee member comments.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 7:25. The next meeting is scheduled for September 7, 2011 at 7:30 in the City Hall West Conference Room.

Michael Jacobson, CMC, Deputy City Clerk

Approved:

Session 11-03, a Regular Meeting of the Port and Harbor Improvement Committee was called to order by Chair Howard at 5:30 on August 25, 2011 at the City Hall West Conference Room located at 450 Sterling Highway, Homer, Alaska.

PRESENT: Hartley, Hawkins, Howard, Howard, Lewis,

ABSENT: Wythe

STAFF: City Manager Wrede
Deputy City Clerk Jacobsen

AGENDA APPROVAL

The agenda was amended to discuss new business item A before pending business.

The amended agenda was approved by consensus of the Committee.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF SYNOPSIS

A. August 25, 2011 Meeting Synopsis

The synopsis was approved by consensus of the Committee.

VISITOR/PRESENTATIONS

No visitors were scheduled.

STAFF & COUNCIL REPORTS

There were no staff or council reports.

PUBLIC HEARING

No public hearings were scheduled.

PENDING BUSINESS

A. Review of Financial Information

Finance Director Mauras was not in attendance and there was no discussion on this agenda item.

NEW BUSINESS

A. Review of Revenue Bonding Process and Discussion with Deven Mitchell, Director of the Alaska Bond Bank via Teleconference if Available

Deven Mitchell, Executive Director of the Alaska Municipal Bond Bank and also Debt Manager for the State of Alaska, provided an overview of the Bond Bank ratings and activities and reviewed the information he provided for the packet.

He explained that if the City intends to bond for projects they would need contact the bond bank and coordinate a financing team that would include an attorney to act as bond counsel and help draft the ordinance required to issue bonds at the City level. The bond bank has bond counsel as well for drawing up loan documents; a financial advisor to assist with structuring the transaction, and identify and achieve the lowest cost of borrowing on bonds. A financing schedule would be established outlining steps to take the transaction to closing.

He understands the Committee is interested in a revenue bond for the Port and Harbor Enterprise fund which is possible and the bond bank provides more value in that revenue bonds don't price as well and the bond bank would sell general obligation bonds to fund a loan for purchase of a revenue bond at the local level. The revenue bonding process requires more detail in the loan agreement and more requirements placed on the harbor enterprise than would be experience with a general obligation bond. He has experienced communities that have used both types of bonds for harbor projects.

A revenue bond has specific backing through a specific revenue stream, in this case the Harbor Enterprise, and the users of the facilities constructed pay the cost of the project. There can be a variety of revenues pledged to pay debt service. He explained that covenants are made at the point the bonds are sold as promises made to the investors in the bonds. The covenants would limit the ability to sell additional debt, would mandate certain operational requirements for the enterprise, and that the enterprise is going to establish rates and charges to generate a level of revenue relative to the debt service. Depending on the historical performance of the enterprise there could be additional covenants relating to operating reserves for funding of the debt service payment account and installments in advance of actual debt service. There is a balancing act with revenue bonds that you don't see with general obligation bonds. General Obligation bonds are backed by general credit and taxing powers of the issuing community and require voter approval.

Mr. Mitchell expressed his understanding that the Harbor enterprise fund has been run to cover cost of operations which is normal for historical way Alaskan communities have run their harbors because the State used to provide for capital costs. It is now being recognized that infrastructure is wearing out and the new State program for covering cost of infrastructure is only for a portion of the cost so enterprises now have to find ways to come up with a match for the State funds. The important thing from the bond banks perspective in having the enterprise support a revenue bond is that rate and charge changes are initiated to support the debt service created by the bond issuance in advance of the bond issuance. He recognized that raising rates can be hard to do so it is important to help the users understand the benefits of the harbor improvements and get their buy in.

Mr. Mitchell reviewed the last pages of the presentation and answered questions from Committee members.

Mr. Hawkins asked how the process went for Seward, who recently used the revenue bonding process. Mr. Mitchell suggested contacting the Seward Finance Director for specific feedback, but commented that the users were generally supportive of the improvements, and Seward did a good job of letting people know what was happening as a result of the project and letting them know the means of paying for the project.

Chair Howard asked how much history of the revenue increases needs to be in place prior to bonding. Mr. Mitchell explained that there doesn't need to be years of history with the specific rate or fees to move forward; there just needs to be an approved methodology for generating the revenue required for payment. Seward had a summer of history with their head tax. Having the approved methodology is the key. She questioned whether the general fund would become a co-signer. Mr. Mitchell explained that when using the bond bank if there is an inability for the enterprise fund to raise the money required to pay debt service and a default, the bond bank would take revenue sharing or shared taxes and fees like fish tax, or a capital grant or something that would flow to the community.

Mr. Lewis asked, in the instance of a \$10 million bond paid out over 20 years, what would be an approximate amount that needed to be raised each year. Mr. Mitchell suggested roughly \$75,000 to \$80,000 per million per year.

Mr. Hartley questioned matching funds for State assistance that was mentioned earlier. Mr. Mitchell responded that would be City staff's responsibility to deal with matching grants.

City Manager Wrede questioned if the 1.25 rule to be able to cover bond payments also includes required maintenance. Mr. Mitchell explained that the coverage could be used to cover maintenance, other projects, or put in an operating reserve. It just wouldn't be money that would be plugged into regular operations. Regarding other collateral, Mr. Mitchell explained that they are more interested in the historical operation of the enterprise, the consistency of the enterprise, the viability of the enterprise and viability of leveraging, meaning is the enterprise able to support the loan. Cash reserves or depreciation reserves are

also important in that they are features that demonstrate the viability of the activity. Repair and replacement reserves can be mandated in the bonding covenants, and other reserves needed for paying costs associated for paying costs associated to the harbor system are going to be credit positive.

Mr. Howard asked how many years the enterprise fund has to continue with the 25% over collect. In four years there would be a full year payment. He also asked what the cost is to go through the steps for bonding. Mr. Mitchell said that the expectation is that the over collect would be used the subsequent year for non operating costs. It is not the intent to have rolling coverage, but to use the over collect to keep the harbor up to date and well run rather than have the extra funds sitting there. Regarding the cost of the process, he suggested contacting bond counsels to find out their charges. He anticipated the cost at about \$20,000 to \$30,000. The fee is typically paid at closing and would be paid out of the bond proceeds.

There were no further questions and Chair Howard thanked Mr. Mitchell for participating with the Committee tonight.

There was discussion that currently the Harbor brings in approximately \$3.6 million per year. A 10% fee increase would yield about half of what is needed for a \$10 million bond and enough to bond for \$5 million. They need to brainstorm on how to structure the revenue streams to make this work. It was suggested that fees be increased across the board rather than having one group paying more than another. Other points expressed were that there are some users who have a larger advantage that aren't contributing as much as they should and others who use the harbor as their store front and could contribute more through moorage or through a head tax. There is a reality in the need to increase launch fees as the harbor needs a new launch facility and the State is willing to step up to pay 75% of the cost. We need to move on getting that funding. There was discussion of what effect increasing the launch fee would have on revenue, and also on leakage where people don't pay when there isn't an attendant in the building. Cameras could be installed to help reduce the leakage.

Mr. Hawkins noted that the Denali Grant funding came in and the City should see their portion in November. The funding is for engineering for the ramp 3, A and J floats R and S replacement and the system 5 electrical upgrade. It requires a 25% local match that will come out of reserves. He added that this upgrade is one that will be a money maker. Users of system 5 have expressed a willingness to pay more to be able to plug in. There was discussion that it might be feasible to bond for it as a stand alone project or wrap it up with the launch ramp project. It doesn't encompass the big picture, but would be a good start.

Question was raised as to whether the General Fund reserve could loan the money to the Harbor, keeping the money in the family so to speak. It would help avoid the issuance cost on the smaller projects. It is a concept the Council might be willing to talk about.

INFORMATIONAL ITEMS

There were no informational items.

COMMENTS OF THE AUDIENCE

Kevin Hogan encouraged the group to focus on identifying new revenue sources rather than increasing the regular fees. He suggested an example of having rental space for meetings in the new Harbormaster's office, or a head tax. This is a good time to look at bonding.

COMMENTS OF STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Howard had no comments.

COMMENTS OF THE COMMITTEE MEMBERS

Mr. Hartley said he is encouraged.

Mr. Howard said it was a good meeting.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:45. The next meeting is scheduled for September 8, 2011 at 5:30 at the City Hall West Conference Room.

Melissa Jacobsen, CMC, Deputy City Clerk

Approved: _____

There were no additional items.

COMMENTS OF THE AUDIENCE

Kevin Hogan encouraged the group to focus on identifying new revenue sources rather than increasing the regular fees. He suggested an example of having rental space for meetings in the new Police Chief's Office, or a head tax. This is a good thing to look at.

COMMENTS OF STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Howard had no comments.

COMMENTS OF THE COMMITTEE MEMBERS

Mr. Harty said he is excited.

Mr. Howard said it was a good meeting.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 8:00. The next meeting is scheduled for September 8, 2011 at 7:30 in the City Hall West Conference Room.

Police Chief, City of West Haven

Approved: _____

Session 11-04, a Regular Meeting of the Port and Harbor Improvement Committee was called to order by Acting Chair Howard at 5:30 on September 8, 2011 at the City Hall West Conference Room located at 450 Sterling Highway, Homer, Alaska.

PRESENT: Hartley, Hawkins, Howard, Howard, Wythe

ABSENT: Lewis

STAFF: City Manager Wrede
Finance Director Mauras
Deputy City Clerk Jacobsen

AGENDA APPROVAL

The agenda was approved the agenda by consensus of the Commission.

PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA

There were no public comments.

RECONSIDERATION

There were no items for reconsideration.

APPROVAL OF SYNOPSIS

A. September 1, 2011 Meeting Synopsis

The synopsis was approved by consensus of the Commission.

VISITOR/PRESENTATIONS

No visitors were scheduled.

STAFF & COUNCIL REPORTS

There were no staff or council reports.

PUBLIC HEARING

No public hearings were scheduled.

PENDING BUSINESS

A. Review of Port and Harbor Finances

There were no specific comments regarding harbor financials.

Mrs. Wythe commented that the permanent fund ordinance has wording for an option to use some of the fund for the purpose of bonding for city projects. Finance Director Mauras reviewed HCC 3.12.070 that principal from the income sub fund may be used as a loan and

not a grant, the project must receive a majority of its funding through another source, and may be done on terms approved by a Council resolution, and paid back in a reasonable amount of time.

Harbormaster Hawkins commented regarding last meetings discussion of the ability to rent space out of the Harbormaster's office. He said he has had inquiries including the Coast Guard Marine Safety Detachment group out of Kenai is considering moving their office to Homer.

There was that discussion permanent fund money could be a way to move forward with funds from Fish and Game for the launch ramp.

NEW BUSINESS

A. Meeting Schedule- Cancellation of the September 15, 2011 Meeting.

Chair Howard noted that she and Mr. Howard would both be out of town and she questioned if the Committee wanted to cancel the September 15 meeting.

WYTHE/HOWARD MOVED TO CANCEL THE SEPTEMBER 15, 2011 MEETING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

B. Work Schedule- Consideration of Requesting Time Extension Beyond November 1

Mrs. Wythe expressed that she is not in favor of requesting a time extension. In her mind, the committee's scope is to make recommendations to council regarding bonding, how it will work, a list of projects that could be done with the amount of bonding the city could afford, and a recommendation of a repayment plan. From there the council can provide additional direction to the committee, and then they can start the other things like meeting with the Port and Harbor Commission, holding public hearings, and so forth. Her intent with the resolution was to get a recommendation to Council by November for direction on whether or not to proceed.

The Committee agreed that meeting every two weeks would be adequate to establish the plan to take to Council. It was brought up that in the group needs to get serious about revenue stream we could create, what it would generate, and what legislation needs to be in place to allow it.

Mrs. Wythe requested a list of what projects would be eligible for matching funds and what the percentages of matching funds are.

C. Memorandum From City Manager Re: Projects to Include in Bond Sale and Criteria for Making Selection of Projects

City Manager Wrede reviewed his memorandum and the project descriptions of other projects that were suggested in earlier meetings.

Mrs. Wythe asked if the people who are interested in leasing office space could be contacted to see if there is a true interest and their anticipated need. A lease agreement in hand could affect how much can be bonded for the new building. Other members suggested contacting local agencies like the hospital and the State Troopers as well.

Chair Howard recapped the schedule for the upcoming meetings. September 22 review financial reports and responses to earlier questions, October 6 discuss project rankings, and October 20 finalize a draft proposal to forward to Council.

Regarding financial reports for staff to have for the next meeting include a review of the permanent fund ordinance for loan possibility, lease revenues for a new building, which projects are eligible for matching funds, and potential revenues from fee increases.

There was discussion about breaking the load and launch ramp out as a separate project and what the user fee would be needed to have that user group cover the City's portion of the match.

Discussion returned to the evaluation and ranking system to be used for the projects. The Committee considered using a weighted scale based on the criteria outlined in the City Manager's memorandum as follows:

- Is the Project on the Enabling Resolution—15 points
- Does the Project Address a Health and Safety Issue—15 points
- Does Bonding for this Project Leverage Other Money—20 points
- Does the Project Stimulate Economic Development and Job Creation—10 points
- Does the Project Provide Revenue for the Enterprise Fund—15 points
- Does the Project Improve Service Delivery to Our Customers—15 points
- Identifiable Revenue Stream from the Benefitted User Groups to Retire the Debt—10 points

WYTHE/HOWARD MOVED TO USE THIS EVALUATION SCHEME FOR ALLOCATING POINTS TO PROJECTS.

There was discussion that they would rank the ones on the enabling resolution and those presented tonight.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

WYTHE/HOWARD MOVED TO REDUCE THE ENABLING RESOLUTION POINT VALUE TO 5 AND SPLIT BETWEEN ALLOCATING 5 POINTS TO STIMULATING ECONOMIC JOB CREATION AND 5 POINTS TO IDENTIFIABLE REVENUE STREAM.

Chair Howard reviewed the new ranking as 5, 15, 20, 15, 15, 15, and 15.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

D. Establish Committee Work Plan and Assignments

There was no discussion of this agenda topic.

INFORMATIONAL ITEMS

There were no informational items.

COMMENTS OF THE AUDIENCE

There were no audience comments.

COMMENTS OF STAFF

There were no staff comments.

COMMENTS OF THE CHAIR

Chair Howard had no comments.

COMMENTS OF THE COMMITTEE MEMBERS

There were no Committee comments.

ADJOURN

There being no further business to come before the Committee the meeting adjourned at 6:15 p.m. The next meeting is scheduled for October 6, 2011 at 5:30 at the City Hall West Conference Room.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____

Date From	Date To	Crane Hours (Weekly)	Crane YTD	Tons of Ice (Weekly)	YTD Ice
1/3/2011	1/9/2011	6.7	6.7	0 shut down for maintenance	
1/10/2011	1/16/2011	23.5	30.2	0 shut down for maintenance	
1/17/2011	1/23/2011	18.3	48.5	0 shut down for maintenance	
1/24/2011	1/30/2011	18	66.5	0 shut down for maintenance	
1/31/2011	2/6/2011	10.7	77.2	0 shut down for maintenance	
2/7/2011	2/13/2011	19.1	96.3	0 shut down for maintenance	
2/14/2011	2/20/2011	26.8	123.1	0 shut down for maintenance	
2/21/2011	2/27/2011	30.1	153.2	0 shut down for maintenance	
2/28/2011	3/6/2011	58.3	211.5	0 shut down for maintenance	
3/7/2011	3/13/2011	76.3	287.8	57	57
3/14/2011	3/20/2011	79.1	366.9	46	103
3/21/2011	3/27/2011	38	404.9	44	147
3/28/2011	4/3/2011	39.2	444.1	31	178
4/4/2011	4/10/2011	27.1	471.2	21	199
4/11/2011	4/17/2011	56.1	527.3	83	282
4/18/2011	4/24/2011	43.1	570.4	33	315
4/25/2011	5/1/2011	79.7	650.1	81	396
5/2/2011	5/8/2011	62.6	712.7	96	492
5/9/2011	5/15/2011	60.6	773.3	79	571
5/16/2011	5/22/2011	49.7	823	70	641
5/23/2011	5/29/2011	51.9	874.9	97	738
5/30/2011	6/5/2011	73.7	948.6	82	820
6/6/2011	6/12/2011	83	1031.6	77	897
6/13/2011	6/19/2011	91	1122.6	82	979
6/20/2011	6/26/2011	78.1	1200.7	101	1080
6/27/2011	7/3/2011	92.1	1292.8	119	1199
7/4/2011	7/10/2011	75.3	1368.1	133	1332
7/11/2011	7/17/2011	148.5	1516.6	240	1572
7/18/2011	7/24/2011	68	1584.6	462	2034
7/25/2011	7/31/2011	65.3	1649.9	135	2169
8/1/2011	8/7/2011	82.9	1732.8	105	2274
8/8/2011	8/14/2011	88.1	1820.9	137	2411
8/15/2011	8/21/2011	33.7	1854.6	95	2506
8/22/2011	8/28/2011	88.2	1942.8	128	2634
8/29/2011	9/4/2011	50.6	1993.4	68	2702
9/5/2011	9/11/2011	45.8	2039.2	114	2816
9/12/2011	9/18/2011	41.9	2081.1	89	2905
9/19/2011	9/25/2011				
9/26/2011	10/2/2011				
10/3/2011	10/9/2011				
10/10/2011	10/16/2011				
10/17/2011	10/23/2011				
10/24/2011	10/30/2011				
10/31/2011	11/6/2011				
11/7/2011	11/13/2011				
11/14/2011	11/20/2011				
11/21/2011	11/27/2011				
11/28/2011	12/4/2011			shut down for maintenance	
12/5/2011	12/11/2011			shut down for maintenance	
12/12/2011	12/18/2011			shut down for maintenance	
12/19/2011	12/25/2011			shut down for maintenance	
12/26/2011	1/1/2012			shut down for maintenance	

Deep Water Dock 2011

DATE	VESSEL	LOA	TIMES	BILLED	#Dock	\$ Dock	Serv Chg
1/9/11	Pacific Wolf & DBL54	395	1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
1/10/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/10/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/11/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/11/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/12/11	Pacific Wolf INSIDE	121		K-Sea Transp	2	\$ 274.67	
1/12/11	DBL 54	300		K-Sea Transp	1	\$ 681.00	
1/13/11	Pacific Wolf INSIDE	121	/0600	K-Sea Transp	2	\$ 274.67	
1/13/11	Pacific Wolf & DBL54	395	0630/	K-Sea Transp	1	\$ 896.65	
1/14/11	Pacific Wolf & DBL54	395		K-Sea Transp	1	\$ 896.65	
1/15/11	Pacific Wolf & DBL54	395		K-Sea Transp	1	\$ 896.65	
1/16/11	Pacific Wolf & DBL54	395	/0945	K-Sea Transp	1	\$ 896.65	
1/17/11	Perseverance	189	0705 /	Cispri	1	\$ 429.03	
1/18/11	Perseverance	189	/1115	Cispri	1	\$ 429.03	
1/19/11	Perseverance	189	1630/	Cispri	1	\$ 429.03	
1/20/11	Perseverance	189	/1430	Cispri	1	\$ 429.03	
2/4/11	Pacific Wolf & DBL54	395	0900/1115	K-Sea Transp	1	\$ 896.65	\$ 52.00
2/19/11	Sea Prince & Barge 360	360	0920 /	Crowley	1	\$ 817.20	\$ 52.00
2/20/11	Sea Prince & Barge 360	360		Crowley	1	\$ 817.20	
2/21/11	Sea Prince & Barge 360	360		Crowley	1	\$ 817.20	
2/22/11	Sea Prince & Barge 360	360	/1700	Crowley	1	\$ 817.20	
3/7/11	Peregrine	85	1300/1400	Peregrine Falcon Inc	1	\$ 192.95	\$ 52.00
3/7/11	Katrina Em	101	1500/1600	Alaskan Access Fis	1	\$ 229.27	\$ 52.00
3/15/11	Perseverance	189	1800/	Cispri	1	\$ 429.03	\$ 52.00
3/16/11	Perseverance	189	1500 /	Cispri	1	\$ 429.03	\$ 52.00
3/17/11	Perseverance	189	1615 /	Cispri	1	\$ 429.03	\$ 52.00
3/18/11	Perseverance	189	0800 /	Cispri	1	\$ 429.03	\$ 52.00
3/22/11	Pacific Wolf	121	1200/1300	K-Sea Transp	2	\$ 42.71	\$ 52.00
3/25/11	Sinuk tug	82	0830/1030	Crowley	1	\$ 186.14	\$ 52.00
3/28/11	Pacific Wolf & DBL54	395	1615/	K-Sea Transp	1	\$ 896.65	\$ 52.00
3/29/11	Pacific Wolf & DBL54	395	2000/	K-Sea Transp	1	\$ 896.65	\$ 52.00
3/30/11	Perseverance	189	1900/	Cispri	1	\$ 896.65	\$ 52.00
3/30/11	Responder barge	168	1900/	Cispri	1	\$ 429.03	\$ 52.00
4/1/11	Perseverance	189	/0830	Cispri	1	\$ 381.36	
4/1/11	Responder barge	168	/0830	Cispri	1	\$ 429.03	
4/6/11	Endurance	207	1000/	Ayeska Pipeline	1	\$ 469.89	\$ 52.00
4/7/11	Endurance	207	all day	Ayeska Pipeline	1	\$ 469.89	
4/8/11	Endurance	207	all day	Ayeska Pipeline	1	\$ 469.89	
4/9/11	Endurance	207	all day	Ayeska Pipeline	1	\$ 469.89	
4/10/11	Endurance	207	/0705 1630/	Ayeska Pipeline	1	\$ 469.89	
4/25/11	Perseverance	189	/1945	Ayeska Pipeline	1	\$ 469.89	\$ 52.00
4/25/11	Responder barge	168	2230/	Cispri	1	\$ 429.03	\$ 52.00
4/26/11	Perseverance	189	2230/	Cispri	1	\$ 381.36	
4/26/11	Responder barge	168	/0800	Cispri	1	\$ 429.03	
4/27/11	Perseverance	189	/0800	Cispri	1	\$ 381.36	
4/27/11	Responder barge	168	all day	Cispri	1	\$ 429.03	
4/27/11	Perseverance	189	all day	Cispri	1	\$ 381.36	
4/28/11	Perseverance	189	/0945 1800/	Cispri	1	\$ 429.03	
4/28/11	Responder barge	168	/0945 1800/	Cispri	1	\$ 381.36	
5/3/11	Helena B	177	1230/1900	Bruce Flannigan	1	\$ 401.79	\$ 52.00
5/6/11	Sea Prince	119	1400/	Crowley	2	\$ 135.06	\$ 52.00

Deep Water Dock 2011

DATE	VESSEL	LOA	TIMES	BILLED	#Dock	\$ Dock	Serv Chg
5/6/11	Barge 360	360	1400/	Crowley	1	\$ 817.20	
5/7/11	Sea Prince	119	/1800	Crowley	2	\$ 270.13	
5/7/11	Barge 360	360	/1800	Crowley	1	\$817.20	
5/17/11	Nacht & BC 152	150	1130/1600	Crowley	1	\$340.50	\$52.00
5/19/11	Pacific Raven & Kays PT	328	0900/1830	K-Sea Transp	1	\$744.56	\$52.00
5/21/11	Amsterdam	781	1000/1800	Holland America	1	\$1,772.87	\$481.53
5/29/11	Silver Shadow	610	1000/1800 est.	AK Maritime Agency	1	\$1,384.70	\$481.53
5/31/11	New Venture	98	1130/2330	Ocean Beauty	2	\$111.23	
6/4/11	Amsterdam	781	1000est/1800	Holland America	1	\$1,772.87	\$481.53
6/9/11	Decatur US Navy	505	1000/	AK Maritime Agency	1	\$1,146.35	\$52.00
6/10/11	Decatur US Navy	505	all day	AK Maritime Agency	1	\$1,146.35	
6/11/11	Decatur US Navy	505	all day	AK Maritime Agency	1	\$1,146.35	
6/12/11	Decatur US Navy	505	/1230	AK Maritime Agency	1	\$1,146.35	
6/18/11	Amsterdam	781	0930/1800	Holland America	1	\$1,772.87	\$481.53
6/20/11	Lisa Gayle	53	0900/1000	Hamkins Ent.	2	\$20.05	
6/21/11	Tuman	36	0800/1700	Avram Kalugin	2	\$37.80	
6/21/11	Bad Betty	38	2100/	Lee Marth	2	\$39.90	
6/23/11	IT Intrepid	345	0830/	AK Maritime Agency	1	\$783.15	\$52.00
6/24/11	IT Intrepid	345	/2045	AK Maritime Agency	1	\$783.15	
6/27/11	Tempest	44	0945/1030	Fred Reutov	2	\$15.53	
6/27/11	Blueberry	41	1400/1445	Ivan Reutov	2	\$14.47	
6/28/11	Regatta	592	0710/1815	AK Maritime Agency	1	\$1,343.84	\$481.53
6/29/11	Sam B	76	1200/1730	Brice Marine	2	\$86.26	
6/30/11	Regatta	592	0800/1730	AK Maritime Agency	1	\$1,343.84	\$481.53
7/2/11	Amsterdam	781	0915/1800	Holland America	1	\$1,772.87	\$481.53
7/8/11	IT Intrepid	345	0700/	AK Maritime Agency	1	\$783.15	\$52.00
7/16/11	Amsterdam	781	0930/1815	Holland America	1	\$1,772.87	\$481.53
7/16-29/11	RM Thorstenson	282	1930/	Icecicle Vessel Holding	1	\$8,321.82	\$52.00
7/16/11	American Beauty	108	/0615	American Beauty LLC	2	\$245.16	\$52.00
7/22/11	Regatta	592	0800/1800	AK Maritime Agency	1	\$1,343.84	\$481.53
7/24/11	Regatta	592	0715/1800	AK Maritime Agency	1	\$1,343.84	\$481.53
7/28/11	Alucia	190	0900/1100	Yacht Services of AK	2	\$67.07	
7/30/11	RM Thorstenson	282	/2100	Icecicle Vessel Holding	1	\$640.14	
8/8/11	DBL 106	383	10/30/	K-Sea Transp	1	\$969.41	\$52.00
8/8/11	Bismark Sea	125	1100/	K-Sea Transp	2	\$283.75	
8/9/11	DBL 106	383	/2130	K-Sea Transp	1	\$869.41	
8/9/11	Bismark Sea	125	/2130	K-Sea Transp	2	\$283.75	
8/13/11	Amsterdam	781	0845/1800	Holland America	1	\$1,772.87	\$481.53
8/27/11	Amsterdam	781	0830/1800	Holland America	1	\$1,772.87	\$481.53
8/27/11	Scandies Rose	130	2115/2130	Scandies LTD	1	\$295.10	
9/21/11	Barge 103 = 430'					\$66,711.07	\$7,130.36

Pioneer Dock 2011

DATE	VESSEL	LOA	TIMES	BILLED	#Dock	\$Dockings	Serv Chg
01/04/11	Pacific Wolf & DBL54	395	1200/1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
01/16/11	Pacific Wolf & DBL54	395	1045/1815	K-Sea Transp	1	\$ 896.65	\$ 52.00
01/20/11	Pacific Wolf & DBL54	395	1240/1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
01/22/11	Vigilant	100	1015/1430	Crowley	1	\$ 227.00	\$ 52.00
01/28/11	Pacific Wolf & DBL54	395	0810/1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
02/08/11	Pacific Wolf & DBL54	395	2300 /	K-Sea Transp	1	nc 1 hr per MC	\$ 52.00
02/09/11	Pacific Wolf & DBL54	395	/0500	K-Sea Transp	1	\$ 896.65	\$ 52.00
02/09/11	Vigilant	100	0800/1200	Crowley	1	\$ 227.00	\$ 52.00
02/19/11	Pacific Wolf & DBL54	395	1220/1930	K-Sea Transp	1	\$ 896.65	\$ 52.00
02/25/11	Pacific Wolf & DBL54	395	0850 /	K-Sea Transp	1	\$ 896.65	\$ 52.00
02/26/11	Pacific Wolf & DBL54	395	/1200 & 1300	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/04/11	Pacific Wolf & DBL54	395	0220/0735	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/11/11	Pacific Wolf & DBL54	395	0440/	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/12/11	Pacific Wolf & DBL54	395	/2030	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/17/11	Perseverance	189	1215/1600	Cispri	1	\$ 429.03	\$ 52.00
03/23/11	Pacific Wolf & DBL54	395	0430/1900	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/28/11	Pacific Wolf & DBL54	395	1100/1600	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/29/11	Pacific Wolf & DBL54	395	2000/	K-Sea Transp	1	\$ 896.65	\$ 52.00
03/30/11	Pacific Wolf & DBL54	395	all day	K-Sea Transp	1	\$ 896.65	\$ 52.00
04/06/11	Pacific Wolf & DBL54	395	1345/1930	K-Sea Transp	1	\$ 896.65	\$ 52.00
04/08/11	John Brix & DBL 79	345	0630/1410	K-Sea Transp	1	\$ 783.15	\$ 52.00
04/15/11	Sinuk	82	0645/	Crowley	1	\$ 186.14	\$ 52.00
04/22/11	Pacific Wolf & DBL54	395	0415/1900	K-Sea Transp	1	\$ 896.65	\$ 52.00
04/28/11	Pacific Wolf & DBL54	395	1215/1840	K-Sea Transp	1	\$ 896.65	\$ 52.00
05/03/11	Pacific Wolf & DBL54	395	1230/	K-Sea Transp	1	\$ 896.65	\$ 52.00
05/09/11	Pacific Wolf & DBL54	395	0820/2000	K-Sea Transp	1	\$ 896.65	\$ 52.00
05/11/11	Pacific Wolf & DBL54	395	0815/1315	K-Sea Transp	1	\$ 896.65	\$ 52.00
05/18/11	Pacific Wolf & DBL54	395	0900/1800	K-Sea Transp	1	\$ 896.65	\$ 52.00
05/31/11	Pacific Wolf & DBL54	395	0900/1300	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/02/11	Pacific Wolf & DBL54	395	1330/1730	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/05/11	Pacific Wolf & DBL54	395	2310 /	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/06/11	Pacific Wolf & DBL54	395	/0500	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/15/11	Pacific Wolf & DBL54	395	2230/	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/16/11	Pacific Wolf & DBL54	395	/0530	K-Sea Transp	1	\$ 896.65	\$ 52.00
06/25/11	Helenka B	177	1300/2025	Bruce Flanigan	1	\$ 401.79	\$ 52.00
06/27/11	Pacific Wolf & DBL54	395	/1815	K-Sea Transp	1	\$ 896.65	\$ 52.00
07/07/11	IT Intrepid	345	1400/	AK Maritime	1	\$ 783.15	\$ 52.00
07/08/11	Pacific Wolf & DBL54	395	1415/1900	K-Sea Transp	1	\$ 896.65	\$ 52.00
07/11/11	Pacific Wolf & DBL54	395	0730/1845	K-Sea Transp	1	\$ 896.65	\$ 52.00
07/20/11	Pacific Wolf & DBL54	395	0700/1900	K-Sea Transp	1	\$ 896.65	\$ 52.00

Water Usage 2011

Gal.	\$102.00 CONX	194.05 minimum charge	Charged	Conx Fee
13720	\$	532.47	\$	102.00
3000	\$	194.05	\$	102.00
2950	\$	194.05	\$	102.00
2000	\$	194.05	\$	102.00
1370	\$	194.05	\$	102.00
6000	\$	232.86	\$	102.00
3900	\$	194.05	\$	102.00
2270	\$	194.05	\$	102.00
3000	\$	194.05	\$	102.00
2000	\$	194.05	\$	102.00
5000	\$	194.05	\$	102.00
41540	\$	1,612.17	\$	102.00
3000	nc			
11000	\$	426.91	\$	102.00
2000	NC			
4000	NC			
58300	\$	2,262.62	\$	102.00
44000	\$	1,707.64	\$	102.00
2000	nc			
2000	nc			
4000	nc	194.05	\$	102.00
300	nc			
64600	nc	2507.13		102
3000	NC			
68180	nc	2646.07		102
3000	nc			
5000	nc	194.05		102
-819000	nc			
53820	nc	2089.92	\$	102.00
34520	nc	1339.72	\$	102.00
630	nc			
51240	\$	1,988.62	\$	102.00
13760	\$	534.03	\$	102.00
41820	\$	1,623.04	\$	102.00
3000 est	\$	194.05	\$	102.00
38,180	\$	1,481.77	\$	102.00
2,000	NC			

Port & Harbor Monthly Statistical & Performance Report

For the Month of: **August 2011**

<u>Moorage Sales</u>	<u>2011</u>	<u>2010</u>	<u>Stall Wait List</u>		
Daily Transient	151	167	No. on list at Month's End	<u>2011</u>	<u>2010</u>
Monthly Transient	169	156	18' Stall	0	30
Semi-Annual Transient	2	0	20' Stall	2	0
Annual Transient	4	5	24' Stall	39	42
Annual Reserved	102	94	32' Stall	70	69
			40' Stall	28	31
			50' Stall	17	20
			75' Stall	5	9
			Total:	<hr style="width: 100%; border: 0.5px solid black;"/>	<hr style="width: 100%; border: 0.5px solid black;"/>
				161	201
<u>Grid Usage</u>			<u>Docking & Beach/Barge Use</u>		
1 Unit = 1 Grid Tide Use	<u>2011</u>	<u>2010</u>	1 Unit = 1 or 1/2 Day Use	<u>2011</u>	<u>2010</u>
Wood Grid	19	11	Deep Water Dock	25	25
Steel Grid	4	1	Pioneer Dock	35	34
			Beach Landings	11	0
			Barge Ramp	18	3
<u>Services & Incidents</u>	<u>2011</u>	<u>2010</u>	<u>Wharfage (in short tons)</u>		
Vessels Towed	1	4	In Tons, Converted from Lb./Gal.	<u>2011</u>	<u>2010</u>
Vessels Moved	38	39	Seafood	454	997
Vessels Pumped	3	10	Cargo/Other	1,570	5
Vessels Sunk	1	0	Fuel	55,888	62,283
Vessel Accidents	1	4	<u>Crane Hours</u>	<u>2011</u>	<u>2010</u>
Vessel Impounds	1	0		292.9	396.9
Equipment Impounds	0	8			
Vehicle Impounds	0	0	<u>Ice Sales</u>	<u>2011</u>	<u>2010</u>
Property Damage	4	7	For the Month of August	465	608
Pollution Incident	2	0	Year to Date Total	2,634	3,608
Fires Reported/Assists	1	1	<u>Difference between</u>		
EMT Assists	1	2	<u>2010 YTD and 2011 YTD:</u>	<hr style="width: 100%; border: 0.5px solid black;"/>	<hr style="width: 100%; border: 0.5px solid black;"/>
Police Assists	3	4		974 tons less	
Public Assists	20	32			
Thefts Reported	0	0			
<u>Parking Passes</u>	<u>2011</u>	<u>2010</u>			
Long-term Pass	1	n/a			
Seasonal Pass	0	n/a			



Alaska Association of Harbormasters & Port Administrators



Tentative Agenda & Events

October 10 – 14, 2011

Theme: Promoting Your Harbor

*All events held at the Quarterdeck room at Land's End Resort unless otherwise noted.

Monday, October 10 – Travel day

Arrive early to take advantage of a variety of recreational opportunities in Homer.

1:00 - 5:00 **Registration**
Location: The Main Entrance Lobby of Land's End Resort

6:00 **Welcome Reception**
Speaker: Steve Corporon, AAHPA President
Appetizer Buffet
Limited Hosted Bar

Tuesday, October 11

8:00 – 9:00 **Continental Breakfast** – Registration continues in Lobby
Note: All attendees staying at Land's End Resort receive a continental breakfast at the Chart Room, the hotel's restaurant, with their reservation.

9:00 – 9:30 **Opening: Homer Welcome and Admin Announcements**
Speaker: Steve Corporon, AAHPA President
 Walt Wrede, City Manager, City of Homer
 Bryan Hawkins, Port Director/Harbormaster, City of Homer

9:30 – 10:30 **Roll-Call of the Sponsors**
Basic introduction including name, company, guests, type of company/business. Each introduction is allotted 6 to 8 minutes.

10:30 – 10:45 **Break – Sponsored by R & M Consultants, Inc.**

10:45 – 12:00 **Roll-Call of the Ports**
Basic introduction including name, port/harbor, guests, biggest challenge and/or accomplishment of the year. Each introduction is allotted 3 to 5 minutes.

12:00 – 1:00 **Lunch – Sponsored by The Dutra Group**

1:00 – 2:15 Topic: **Marina Management Software**
Speaker: Rick McCorkle

2:15 – 2:30 **Break – Sponsored by Transpac Marinas, Inc.**

- 2:30 – 3:15 Topic: **Facility Dock Lift Crane Federal OSHA Requirements & Safety**
 Speaker: Eric Paivio
- 3:15 – 4:00 Topic: **Financing Harbor Expansion & Maintenance - A Legislative Road Map**
 Speaker: Linda Anderson, Yuri Morgan, and Louie Flora
- 4:15 – 5:15 **AAHPA Executive Board Meeting**
- 6:00 **Dinner: Exhibitor Open House**
 Hosted by the exhibitors. No main speaker, appetizers for dinner, limited host bar, and the chance to walk around visiting the booths of sponsors of most interest.

Wednesday, October 12

- 8:00 – 9:00 **Continental Breakfast**
- 9:00 – 9:45 Topic: **Tariffs: What They Are, What They Aren't, & How to Maintain Them**
 Speaker: Mike Fisher
- 9:45 – 10:30 Topic: **Public Speaking**
 Speaker: Beth Graber
- 10:30 – 10:45 **Break – Sponsored by ALX Technologies**
- 10:45 – 12:00 **AAHPA Annual Meeting**
- 12:00 – 1:00 **Lunch – Sponsored by Seldovia Bay Ferry**
- 1:00 – 1:30 Topic: **Alaska Clean Harbors**
 Speaker: Rachel Lord
- 1:30 – 1:45 **Break – Time to get beverages and jackets, cameras, etc. for tour**
- 1:45 – 2:45 **Port of Homer and Facilities Tour**
 Guide: Bryan Hawkins, Homer Port Director/Harbormaster & Matt Clarke, Deputy Harbormaster
- 1:45 Meet Bus
- 2:00 Tour of Facilities
- 2:45 Leave Spit for Islands & Oceans Tour
- Buses for Tour by First Student**
- 2:45 – 5:00 **Islands & Oceans Visitor Center**
- 3:00 Arrive
- 3:15 Topic: **Isostatic and Geostatic Rebound**
 Speaker: Jeff Freymueller
- 4:00 Tour of Facility
- 4:30~4:45 Bus leaves to return to Land's End
- Buses for Tour by First Student**
- 6:00 **Banquet – Sponsored by PND Engineers, Inc.**

Thursday, October 13

8:00 – 9:00 **Continental Breakfast**

9:00 – 10:00 Topic: **Derelict Vessels Worksession**
Speaker: Bryan Hawkins & Holly Wells

10:00 – 10:45 Topic: **Invasive Species**
Speaker: Angie Doroff

10:45 – 11:00 **Break – Sponsored by Reid Middleton**

11:00 – 12:00 **Harbor Jeopardy**
Hosted by: Matt Clarke, Homer Deputy Harbormaster
Knowledge of Alaskan harbors put to the test.

12:00 – 1:00 **Lunch – Sponsored by URS Alaska, LLC**

1:00 – 2:00 **Roundtable Discussion**
Tables will be set up with one topic per table. Choose a topic of interest to discuss. After an allotted amount of time, notice will be given to switch to a different table.

2:00 – 2:15 **Break – Sponsored by Petro Marine Services**

2:15 – 3:15 **Roundtable Discussions – continued**
Tables will be set up with one topic per table. Choose a topic of interest to discuss. After an allotted amount of time, notice will be given to switch to a different table.

3:15 – 3:30 **Break – Sponsored by Petro Marine Services**

3:30 – 4:15 Topic: **Homer Harbor Expansion – Partnering with the Corps**
Speaker: Harvey Smith & Ruth Carter

4:15 – 4:45 Topic: **U.S. Army Corps of Engineers 2011 Activities & Future Funding**
Speaker: David Martinson

4:45 – 5:15 **Closing: Wrapping Up & Adjournment**
Speaker: AAHPA President
Conference critique submittal, AAHPA final announcements, and adjournment.

Friday, October 14 – Travel day

8:00 – 11:00 **Facility Security Officer (FSO) Training**
Provided by: Marine Exchange of Alaska
Optional, intended for attendees that registered for the training in advance
This training will meet the current USCG training requirements for FSOs, Assistant FSOs, and others designated as “persons with security duties” (e.g. harbor officers, etc.). It can also serve as a refresher course for those who have received similar training in the past, but have not documented refresher training recently. This training will cover all the topics required by 33CFR105, as well as a discussion of lessons learned and recommendations for ensuring a “passing grade” during USCG inspections.

Stay afterwards to take advantage of a variety of recreational opportunities in Homer.

Thursday, October 23

8:00 - 9:00	Continental Breakfast	
9:00 - 10:00	Topic: Benefits of Statewide Assessment Speaker: Dr. John H. Hattie & Holly Wertz	
10:00 - 11:00	Topic: Inclusive Assessment Speaker: Angie Smith	
11:00 - 12:00	Break - sponsored by John Hattie Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
12:00 - 1:00	Lunch - sponsored by Bill Austin, LLC	
1:00 - 2:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
2:00 - 3:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
3:00 - 4:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
4:00 - 5:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
5:00 - 6:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
6:00 - 7:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
7:00 - 8:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	
8:00 - 9:00	Break - sponsored by Bill Austin, LLC Topic: Knowledge of Algebra Background to the Test Speaker: Matt Lewis, Howard Green, and Margaret Harber	

Friday, October 24 - Travel Day

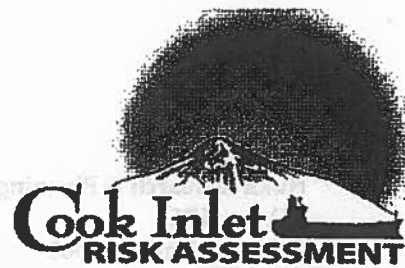
8:00 - 11:00	Faculty Security Briefing (RSVP) 8:00-9:00 Topic: Security Briefing Speaker: [Name]	
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Some comments in blue indicate a variety of non-essential information.



Nuka Research & Planning Group, LLC
 P.O. Box 175
 Seldovia, Alaska 99663

tel 907.234.7821 • fax 240.368.7467
 contact@nukaresearch.com



September 13, 2011

Bryan Hawkins
 909 N. Washington St.
 Alexandria, VA 22314

Dear Mr. Hankins:

Thank you for submitting an application form for the Cook Inlet Risk Assessment (CIRA) Advisory Panel. The CIRA Management Team met on September 12th to review, discuss and select primary and alternate stakeholder members for the Panel. On behalf of the Management Team, I am pleased to invite you to become a member of the Advisory Panel. You have been selected as an Primary representative of the Ports and Harbors stakeholder category on this Panel. Please be aware that you have been appointed to represent this broad category of stakeholders and not your organization or company. Please acknowledge that you accept this appointment by sending an email to contact@nukaresearch.com or a fax to 240-368-7467, or by letter to P.O. Box 175 Seldovia, AK 99663.

Advisory Panel members are expected to work and communicate with stakeholders within their category to clarify the values and goals that should shape the risk assessment. Each Advisory Panel member will serve no more than the life of the project or no more than three years. CIRA Advisory Panel positions are voluntary, non-paid appointments. Nuka Research & Planning Group, the contracted facilitator for the CIRA project, will pay for travel expenses and provide a reasonable per diem for attendance at meetings of the Advisory Panel to members and subject matter experts.

The AIRA Advisory Panel will meet approximately six (6) times during the project and some meetings may be conducted using web/teleconference methods. We have tentatively scheduled the first Advisory Panel meeting for October 13th in Anchorage, Alaska and we're hoping that you are available to travel and attend the meeting.

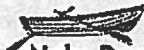
If you are unable to travel to the first Panel meeting we will have telephone and web conferencing capability and all relevant meeting documents will be posted on an Advisory Team website. Amy Gilson, Nuka Research Travel Coordinator, will be contacting you to assist with travel arrangements. Future Advisory Panel meetings will be calendared at the first Panel meeting. A schedule will subsequently be posted on the Advisory Panel website and updated by the Facilitation team.

Cook Inlet Risk Assessment Management Team:

**Cook Inlet Regional Citizens
 Advisory Council**
 910 Highland Avenue
 Kenai, Alaska 99611
 tel 907.283.7222 • fax 907.283.6102

**Alaska Department of Environmental
 Conservation**
 555 Cordova Street
 Anchorage, Alaska 99501
 tel 907.269.3063 • fax 907.269.7649

**United States Coast Guard
 SECTOR ANCHORAGE**
 510 L Street, Suite 100
 Anchorage, Alaska 99501-8545
 tel 907.271.6700 • fax 907.271.6751



Nuka Research & Planning Group, LLC
 P.O. Box 175
 Seldovia, Alaska 99663

tel 907.234.7821 • fax 240.368.7467
 contact@nukaresearch.com

Cook Inlet RISK ASSESSMENT



If you have any immediate questions or concerns, please give me a call at 907-234-7821 or by e-mail at timrobertson@nukaresearch.com.

Congratulations on behalf of the CIRA Management Team. We look forward to your participation in this project.

Sincerely,

Tim Robertson
 CIRA Project Team

Cook Inlet Risk Assessment Management Team:

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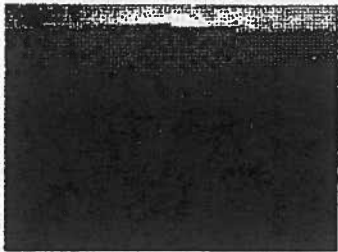
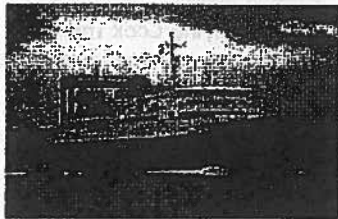
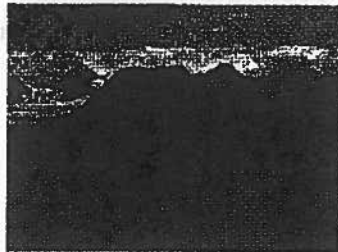


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Advisory Panel Selections Made

The Cook Inlet Risk Assessment (CIRA) Management Team has selected Primary and Alternative Panel members from almost 50 applicants. The selected members and applicants that were not selected are being notified. Once the selected members have confirmed their acceptance, a news release will be published and the panel membership will be placed on the project website. We expect this to happen early next week.

The Advisory Panel will operate as an Independent entity from the CIRA Management Team. The mission of the Advisory Panel is to provide stakeholders' perception of current and future risks posed from maritime transportation transiting through and adjacent to the Cook Inlet. The primary purpose of the CIRA Advisory Panel is to:

- Assist in identifying hazards and offer local knowledge to characterize the risks
- Assist in establishing tolerance parameters for risks
- Perform an initial prioritization of risk reduction measures

The Advisory Panel operates under a Charter established by the Management Team, which may be downloaded [here](#).

The first meeting of the Advisory Panel will be in October in Anchorage, the exact date will depend on the availability of the Panel members. Notice of this public meeting will also be placed on the project website.

The Draft Vessel Traffic Study is almost completed and will be posted for public review within the next ten days. This study will be the focus of the first meeting of the Advisory Panel. The study will also be found on the project website; input on the study is welcome and appreciated.



Add your Name to our Distribution List for Project Updates

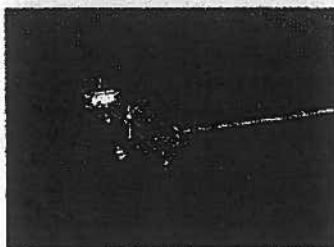
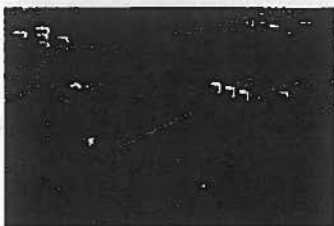


Updated by Nuka Research and Planning Group, LLC: August 11, 2011


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COOK INLET RISK ASSESSMENT

News/Highlights



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Project Background

The Cook Inlet Regional Citizens Advisory Council (CIRCAC), Alaska Department of Environment Conservation and U.S. Coast Guard have launched the Cook Inlet Risk Assessment, which will examine the risk of oil spills posed by the marine vessels transiting through, near and/or servicing the region. The goal of the risk assessment is to answer the following questions:

- What can go wrong?
- How likely is it?
- What are the Impacts?
- Can the impacts be mitigated?

The risk assessment will examine the current types and sizes of vessels plying Cook Inlet, dominate accident types and attempt to identify future oil spill risks based on vessel size, type and frequency. The first phase of the risk assessment will be limited to a semi-qualitative analysis. The study will rely primarily on historical data, expert opinion, and lessons learned from prior studies. Study results will provide a basis for the identification and initial ranking of risk reduction measures.

Recent years have seen a trend in risk assessment towards extensive engagement of stakeholders throughout the process of defining and analyzing risks and identifying risk reduction measures.

Initial funding for the risk assessment was secured through a legislative appropriation by State of Alaska and is being administered by the Kenai Peninsula Borough and CIRCAC.

The interest of maintaining safe maritime navigation in the Cook Inlet Regions has been a high priority for the Cook Inlet Regional Citizens Advisory Council (Cook Inlet RCAC), Alaska Department of Environmental Conservation (ADEC) and U.S. Coast Guard (USCG). In 1999, the Cook Inlet RCAC sponsored a Safety of Navigation Forum with the goal of identifying steps that can be taken to prevent oil spills. In 2000, the USCG sponsored a Ports and Waterway Safety Assessment of the Cook Inlet Region, which identified risks and potential mitigation measures.

The February 2, 2006 grounding and oil spill from the Tank Vessel (T/V) Seabulk Pride reinforced the need for safe navigation and operations. The T/V Seabulk Pride was loading oil from Tesoro's refinery at Nikiski when the vessel broke away from the Kenai Pipeline Company dock during heavy ice conditions. Its crew could not start its engine before it grounded off the East Forelands of the Kenai Peninsula.

In February 2007, the Cook Inlet RCAC sponsored the Cook Inlet Navigational Safety Forum with the goal to share information about Cook Inlet navigational risks and discuss possible interventions to reduce the risk of vessel casualties and oil spills. The primary consensus points reached at the forum were:

1. Cook Inlet RCAC should move forward with a risk assessment,
2. Engaging in the political process will be necessary to obtain funding, and
3. Public participation and outreach will be critical to the success of the risk

assessment.

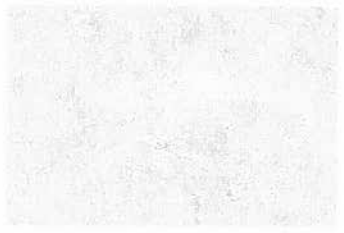
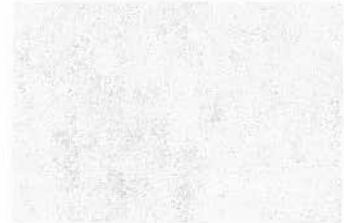
A risk assessment is a systematic approach used to evaluate the level of safety of a complex system and to identify appropriate safety improvements. It is an established engineering discipline and has been used in the maritime industry in the past with varying degrees of success. The ADEC and USCG have had experience with maritime risk assessments (Prince William Sound and Aleutian Islands), and both understand the complexity of the problem at hand, as well as the need for a well-designed process that would ensure a successful outcome.



Updated by Nuka Research & Planning Group, LLC: August 11, 2011

Project Risk

Key Highlights



The risk assessment described in this report was conducted in the Cook Inlet region of Alaska. The assessment was performed by Nuka Research & Planning Group, LLC, under the direction of the Alaska Department of Environmental Conservation (ADEC) and the United States Coast Guard (USCG). The assessment was conducted in accordance with the requirements of the ADEC and USCG. The assessment was conducted in the Cook Inlet region of Alaska, which is a major oil and gas producing area. The assessment was conducted in the Cook Inlet region of Alaska, which is a major oil and gas producing area. The assessment was conducted in the Cook Inlet region of Alaska, which is a major oil and gas producing area.

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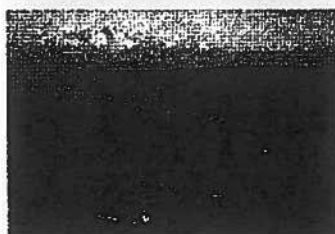
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Project Plan

The risk assessment described in this [Work Plan](#) generally follows the process established in the National Academies' Special Report 293: Risk of Vessel Accidents and Spills in the Aleutian Islands-Designing a Comprehensive Risk Assessment. Click [here](#) for an electronic copy of the report (Special Report 293).

The risk assessment for maritime operations in Cook Inlet specifically addresses the risk of spills from marine vessels transiting through, near and/or servicing the region.

Types and Sizes of Vessels

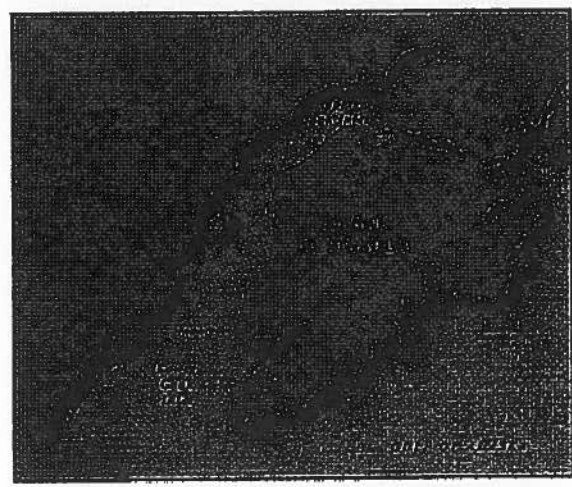
All marine vessels of more than 300 gross tons (GT) carrying oil and hazardous substances and all smaller vessels having a fuel capacity of at least 10,000 gallons will be considered.

Accident Types

The risk assessment and proposed risk reduction measures will focus on spills from a variety of accidents. Major accident categories to be considered are collisions, allisions, powered groundings, drift groundings, foundering, structural failures, mooring failures, and fires and explosions. The risk assessment excludes operational and intentional discharges from ships.

Geographic Region

Vessel traffic operating in the Cook Inlet Region as defined in 18 AAC 75.495(3). See [map on the right](#) and [click on it](#) to view a larger image.



Timeframe

The study time period is 10 years, from 2010 to 2020. 2010 will be used as the base year, where actual vessel traffic will be determined. The subsequent nine years will consist of projections of the base years.



Port and Harbor Advisory Commission Strategic Plan - 2011

Mission statement:

Act in an advisory capacity to the City Manager and the City Council on the problems and development of the City Port and Harbor facilities. Consideration may include the physical facilities, possible future development and recommendations on land use within the Port and Harbor areas.

Overall Goals:

1. Conduct faster, more productive meetings
2. Become a more effective Commission - provide timely, relevant comment to the City Council on Port and Harbor issues
3. Have a better understanding of the budget process
4. Establish committees when needed to work on specific tasks

Short Term Goals - less than 6 months or by the end of 2011 (not prioritized)

1. Conduct more efficient meetings
2. Improve Harbor Recycling Efforts
3. Parking- Encourage administration/Council to gain greater control
4. Gain a better understanding of the budget process, and provide comments to the Administration (Harbormaster, City Manager) in a timely manner for possible inclusion in the 2012 budget.
5. Develop a strategy to work with the City Council
6. Improvements to Barge Ramp - facilities need to be repaired and replaced due to increased usage.

Midterm Goals 1-3 years (2012-2014)

1. Continue to refine City Leasing Policies
2. Continue to understand the budget, include setting fees, and dedication of sales tax
3. Lobby for restroom access on Fish Dock Road
4. Lobby Council for funds to create a port marketing plan
5. Improvements to Barge Terminal Facility
6. Container Freight System - Support Staff in research and market analysis regarding interest, cost effectiveness and benefits to the Kenai Peninsula

Long Term 5 or more years (2016-??)

1. Build a new harbormaster office
2. Encourage the City to lobby ACOE and the state to address erosion control on the Spit, both on the west side and the harbor side
3. Long range harbor planning, east harbor expansion

Action Plan - Who does what, and when?

Staff

- Provide yearly information about the budget
- Inform the Commission of City Council actions and discussion of Harbor issues

Commission

- Attend City Council meetings as assigned
- Attend work sessions and training opportunities
- Come prepared to make a motion for action at meetings, or ask staff before the meeting for more information
- Request a City Council member attend Port and Harbor meetings
- Ask questions about the budget process. Request information from the Harbormaster.

Clerks

- Help the Commission learn to be more efficient and effective
- Help the Commission learn to better communicate with the City Council (Memorandums vs Resolutions and Ordinances)

Homer Spit Lease Expiration Calendar

updated 1/6/11 rev. 2/17/11

Lease Expires	Leaseholder	Details	Action
7/31/2010	Fish Factory	6 mos. Lease Expires	Paying month-to-month til completion of construction brings Lot 12A up to code for lease amendment to include 12B strip
8/14/2010	Alaska Custom Seafoods	lease expires; no options remain	Lease negotiations currently in progress with Alaska Custom Seafoods
9/23/2010	Peninsula Scrap	9 mo. lease expires	scrap meter stored on chip pad
9/30/2010	Snug Harbor	lease expires	Lease negotiations currently in progress with Snug Harbor Seafoods
5/18/2011	Bruin Bay, LLC	lease expires	
9/10/2011	Homer Spit Campground	Approved by Council for New Lease 2/15/11	New Lease 10 yr w/2 five yr options
12/9/2011	Pier One	lease expires	term-5 years; \$1/yr
4/15/2012	Dockside Two	lease expires; no options remain	
3/31/2013	Sportsman Supply	lease expires; one 5 yr option	
3/31/2013	AK High Hopes-Bob's Trophy Charters	lease expires; one 5 yr option	
11/1/2013	Southcentral Radar	lease expires; two 5 yr options	
11/30/2013	Harbor Ent. Coal Pt.	lease expires; one 5 yr option	
3/3/2014	ACS MACtel cellular	lease expires; no options remain	\$12/yr
7/31/2014	Kachemak Port Services	lease expires; two 1 yr options	
12/31/2014	Happy Face Restaurant	lease expires; no options remain	
11/30/2015	Mike Yourkowski	lease expires; one 10 yr option	
2/1/2016	El Pescador	lease expires; no options remain	
9/30/2016	USCG-Pioneer Dock	lease expires; no options remain	
9/30/2016	USCG-Roanoke Is.	lease expires? Not in file	
12/1/2018	Harbor Ent. 30 acres	lease expires; no options remain	
3/31/2020	Fish Factory	lease expires; two 10 yr options	
9/30/2023	USCG-Lot #20 by PD	lease expires; no options remain	
1/31/2026	Salty Dawg	lease expires; no options remain	
3/31/2028	Harbor Leasing LLC	lease expires; two 5 yr options	
1/13/2029	AK Marine Highway	Land Use Permit-NO LONGER IN AFFECT	Superseded by 2010 Lease Agreement
9/14/2029	Icicle Seafoods	lease expires; no options remain	
11/1/2029	Homer Ent. Sport Shed	lease expires; two 5 year options remain	
5/31/2030	Seldovia Village Tribe	Lease Expires, two 5 year options	
4/30/2060	AK Marine Highway	lease expires	

21.01.2019	28.01.2019	01.02.2019	08.02.2019	15.02.2019	22.02.2019	29.02.2019	06.03.2019	13.03.2019	20.03.2019	27.03.2019	03.04.2019	10.04.2019	17.04.2019	24.04.2019	01.05.2019	08.05.2019	15.05.2019	22.05.2019	29.05.2019	05.06.2019	12.06.2019	19.06.2019	26.06.2019	03.07.2019	10.07.2019	17.07.2019	24.07.2019	31.07.2019	07.08.2019	14.08.2019	21.08.2019	28.08.2019	04.09.2019	11.09.2019	18.09.2019	25.09.2019	02.10.2019	09.10.2019	16.10.2019	23.10.2019	30.10.2019	06.11.2019	13.11.2019	20.11.2019	27.11.2019	04.12.2019	11.12.2019	18.12.2019	25.12.2019	01.01.2020	08.01.2020	15.01.2020	22.01.2020	29.01.2020	05.02.2020	12.02.2020	19.02.2020	26.02.2020	05.03.2020	12.03.2020	19.03.2020	26.03.2020	02.04.2020	09.04.2020	16.04.2020	23.04.2020	30.04.2020	07.05.2020	14.05.2020	21.05.2020	28.05.2020	04.06.2020	11.06.2020	18.06.2020	25.06.2020	02.07.2020	09.07.2020	16.07.2020	23.07.2020	30.07.2020	06.08.2020	13.08.2020	20.08.2020	27.08.2020	03.09.2020	10.09.2020	17.09.2020	24.09.2020	01.10.2020	08.10.2020	15.10.2020	22.10.2020	29.10.2020	05.11.2020	12.11.2020	19.11.2020	26.11.2020	03.12.2020	10.12.2020	17.12.2020	24.12.2020	31.12.2020	07.01.2021	14.01.2021	21.01.2021	28.01.2021	04.02.2021	11.02.2021	18.02.2021	25.02.2021	04.03.2021	11.03.2021	18.03.2021	25.03.2021	01.04.2021	08.04.2021	15.04.2021	22.04.2021	29.04.2021	06.05.2021	13.05.2021	20.05.2021	27.05.2021	03.06.2021	10.06.2021	17.06.2021	24.06.2021	01.07.2021	08.07.2021	15.07.2021	22.07.2021	29.07.2021	05.08.2021	12.08.2021	19.08.2021	26.08.2021	02.09.2021	09.09.2021	16.09.2021	23.09.2021	30.09.2021	07.10.2021	14.10.2021	21.10.2021	28.10.2021	04.11.2021	11.11.2021	18.11.2021	25.11.2021	02.12.2021	09.12.2021	16.12.2021	23.12.2021	30.12.2021	06.01.2022	13.01.2022	20.01.2022	27.01.2022	03.02.2022	10.02.2022	17.02.2022	24.02.2022	03.03.2022	10.03.2022	17.03.2022	24.03.2022	31.03.2022	07.04.2022	14.04.2022	21.04.2022	28.04.2022	05.05.2022	12.05.2022	19.05.2022	26.05.2022	02.06.2022	09.06.2022	16.06.2022	23.06.2022	01.07.2022	08.07.2022	15.07.2022	22.07.2022	29.07.2022	05.08.2022	12.08.2022	19.08.2022	26.08.2022	02.09.2022	09.09.2022	16.09.2022	23.09.2022	30.09.2022	07.10.2022	14.10.2022	21.10.2022	28.10.2022	04.11.2022	11.11.2022	18.11.2022	25.11.2022	02.12.2022	09.12.2022	16.12.2022	23.12.2022	30.12.2022	06.01.2023	13.01.2023	20.01.2023	27.01.2023	03.02.2023	10.02.2023	17.02.2023	24.02.2023	03.03.2023	10.03.2023	17.03.2023	24.03.2023	31.03.2023	07.04.2023	14.04.2023	21.04.2023	28.04.2023	05.05.2023	12.05.2023	19.05.2023	26.05.2023	02.06.2023	09.06.2023	16.06.2023	23.06.2023	01.07.2023	08.07.2023	15.07.2023	22.07.2023	29.07.2023	05.08.2023	12.08.2023	19.08.2023	26.08.2023	02.09.2023	09.09.2023	16.09.2023	23.09.2023	30.09.2023	07.10.2023	14.10.2023	21.10.2023	28.10.2023	04.11.2023	11.11.2023	18.11.2023	25.11.2023	02.12.2023	09.12.2023	16.12.2023	23.12.2023	30.12.2023	06.01.2024	13.01.2024	20.01.2024	27.01.2024	03.02.2024	10.02.2024	17.02.2024	24.02.2024	03.03.2024	10.03.2024	17.03.2024	24.03.2024	31.03.2024	07.04.2024	14.04.2024	21.04.2024	28.04.2024	05.05.2024	12.05.2024	19.05.2024	26.05.2024	02.06.2024	09.06.2024	16.06.2024	23.06.2024	01.07.2024	08.07.2024	15.07.2024	22.07.2024	29.07.2024	05.08.2024	12.08.2024	19.08.2024	26.08.2024	02.09.2024	09.09.2024	16.09.2024	23.09.2024	30.09.2024	07.10.2024	14.10.2024	21.10.2024	28.10.2024	04.11.2024	11.11.2024	18.11.2024	25.11.2024	02.12.2024	09.12.2024	16.12.2024	23.12.2024	30.12.2024	06.01.2025	13.01.2025	20.01.2025	27.01.2025	03.02.2025	10.02.2025	17.02.2025	24.02.2025	03.03.2025	10.03.2025	17.03.2025	24.03.2025	31.03.2025	07.04.2025	14.04.2025	21.04.2025	28.04.2025	05.05.2025	12.05.2025	19.05.2025	26.05.2025	02.06.2025	09.06.2025	16.06.2025	23.06.2025	01.07.2025	08.07.2025	15.07.2025	22.07.2025	29.07.2025	05.08.2025	12.08.2025	19.08.2025	26.08.2025	02.09.2025	09.09.2025	16.09.2025	23.09.2025	30.09.2025	07.10.2025	14.10.2025	21.10.2025	28.10.2025	04.11.2025	11.11.2025	18.11.2025	25.11.2025	02.12.2025	09.12.2025	16.12.2025	23.12.2025	30.12.2025	06.01.2026	13.01.2026	20.01.2026	27.01.2026	03.02.2026	10.02.2026	17.02.2026	24.02.2026	03.03.2026	10.03.2026	17.03.2026	24.03.2026	31.03.2026	07.04.2026	14.04.2026	21.04.2026	28.04.2026	05.05.2026	12.05.2026	19.05.2026	26.05.2026	02.06.2026	09.06.2026	16.06.2026	23.06.2026	01.07.2026	08.07.2026	15.07.2026	22.07.2026	29.07.2026	05.08.2026	12.08.2026	19.08.2026	26.08.2026	02.09.2026	09.09.2026	16.09.2026	23.09.2026	30.09.2026	07.10.2026	14.10.2026	21.10.2026	28.10.2026	04.11.2026	11.11.2026	18.11.2026	25.11.2026	02.12.2026	09.12.2026	16.12.2026	23.12.2026	30.12.2026	06.01.2027	13.01.2027	20.01.2027	27.01.2027	03.02.2027	10.02.2027	17.02.2027	24.02.2027	03.03.2027	10.03.2027	17.03.2027	24.03.2027	31.03.2027	07.04.2027	14.04.2027	21.04.2027	28.04.2027	05.05.2027	12.05.2027	19.05.2027	26.05.2027	02.06.2027	09.06.2027	16.06.2027	23.06.2027	01.07.2027	08.07.2027	15.07.2027	22.07.2027	29.07.2027	05.08.2027	12.08.2027	19.08.2027	26.08.2027	02.09.2027	09.09.2027	16.09.2027	23.09.2027	30.09.2027	07.10.2027	14.10.2027	21.10.2027	28.10.2027	04.11.2027	11.11.2027	18.11.2027	25.11.2027	02.12.2027	09.12.2027	16.12.2027	23.12.2027	30.12.2027	06.01.2028	13.01.2028	20.01.2028	27.01.2028	03.02.2028	10.02.2028	17.02.2028	24.02.2028	03.03.2028	10.03.2028	17.03.2028	24.03.2028	31.03.2028	07.04.2028	14.04.2028	21.04.2028	28.04.2028	05.05.2028	12.05.2028	19.05.2028	26.05.2028	02.06.2028	09.06.2028	16.06.2028	23.06.2028	01.07.2028	08.07.2028	15.07.2028	22.07.2028	29.07.2028	05.08.2028	12.08.2028	19.08.2028	26.08.2028	02.09.2028	09.09.2028	16.09.2028	23.09.2028	30.09.2028	07.10.2028	14.10.2028	21.10.2028	28.10.2028	04.11.2028	11.11.2028	18.11.2028	25.11.2028	02.12.2028	09.12.2028	16.12.2028	23.12.2028	30.12.2028	06.01.2029	13.01.2029	20.01.2029	27.01.2029	03.02.2029	10.02.2029	17.02.2029	24.02.2029	03.03.2029	10.03.2029	17.03.2029	24.03.2029	31.03.2029	07.04.2029	14.04.2029	21.04.2029	28.04.2029	05.05.2029	12.05.2029	19.05.2029	26.05.2029	02.06.2029	09.06.2029	16.06.2029	23.06.2029	01.07.2029	08.07.2029	15.07.2029	22.07.2029	29.07.2029	05.08.2029	12.08.2029	19.08.2029	26.08.2029	02.09.2029	09.09.2029	16.09.2029	23.09.2029	30.09.2029	07.10.2029	14.10.2029	21.10.2029	28.10.2029	04.11.2029	11.11.2029	18.11.2029	25.11.2029	02.12.2029	09.12.2029	16.12.2029	23.12.2029	30.12.2029	06.01.2030	13.01.2030	20.01.2030	27.01.2030	03.02.2030	10.02.2030	17.02.2030	24.02.2030	03.03.2030	10.03.2030	17.03.2030	24.03.2030	31.03.2030	07.04.2030	14.04.2030	21.04.2030	28.04.2030	05.05.2030	12.05.2030	19.05.2030	26.05.2030	02.06.2030	09.06.2030	16.06.2030	23.06.2030	01.07.2030	08.07.2030	15.07.2030	22.07.2030	29.07.2030	05.08.2030	12.08.2030	19.08.2030	26.08.2030	02.09.2030	09.09.2030	16.09.2030	23.09.2030	30.09.2030	07.10.2030	14.10.2030	21.10.2030	28.10.2030	04.11.2030	11.11.2030	18.11.2030	25.11.2030	02.12.2030	09.12.2030	16.12.2030	23.12.2030	30.12.2030	06.01.2031	13.01.2031	20.01.2031	27.01.2031	03.02.2031	10.02.2031	17.02.2031	24.02.2031	03.03.2031	10.03.2031	17.03.2031	24.03.2031	31.03.2031	07.04.2031	14.04.2031	21.04.2031	28.04.2031	05.05.2031	12.05.2031	19.05.2031	26.05.2031	02.06.2031	09.06.2031	16.06.2031	23.06.2031	01.07.2031	08.07.2031	15.07.2031	22.07.2031	29.07.2031	05.08.2031	12.08.2031	19.08.2031	26.08.2031	02.09.2031	09.09.2031	16.09.2031	23.09.2031	30.09.2031	07.10.2031	14.10.2031	21.10.2031	28.10.2031	04.11.2031	11.11.2031	18.11.2031	25.11.2031	02.12.2031	09.12.2031	16.12.2031	23.12.2031	30.12.2031	06.01.2032	13.01.2032	20.01.2032	27.01.2032	03.02.2032	10.02.2032	17.02.2032	24.02.2032	03.03.2032	10.03.2032	17.03.2032	24.03.2032	31.03.2032	07.04.2032	14.04.2032	21.04.2032	28.04.2032	05.05.2032	12.05.2032	19.05.2032	26.05.2032	02.06.2032	09.06.2032	16.06.2032	23.06.2032	01.07.2032	08.07.2032	15.07.2032	22.07.2032	29.07.2032	05.08.2032	12.08.2032	19.08.2032	26.08.2032	02.09.2032	09.09.2032	16.09.2032	23.09.2032	30.09.2032	07.10.2032	14.10.2032	21.10.2032	28.10.2032	04.11.2032	11.11.2032	18.11.2032	25.11.2032	02.12.2032	09.12.2032	16.12.2032	23.12.2032	30.12.2032	06.01.2033	13.01.2033	20.01.2033	27.01.2033	03.02.2033	10.02.2033	17.02.2033	24.02.2033	03.03.2033	10.03.2033	17.03.2033	24.03.2033	31.03.2033	07.04.2033	14.04.2033	21.04.2033	28.04.2033	05.05.2033	12.05.2033	19.05.2033	26.05.2033	02.06.2033	09.06.2033	16.06.2033	23.06.2033	01.07.2033	08.07.2033	15.07.2033	22.07.2033	29.07.2033	05.08.2033	12.08.2033	19.08.2033	26.08.2033	02.09.2033	09.09.2033	16.09.2033	23.09.2033	30.09.2033	07.10.2033	14.10.2033	21.10.2033	28.10.2033	04.11.2033	11.11.20
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2011 Homer City Council Meetings
Port & Harbor Advisory Commission Attendance

It is a goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the consent agenda, there is a spot for visitors, and then agenda item number seven, announcements, reports from Commissions, the Borough, etc. That is when you would jump up and speak. If the mayor moves on to public hearings, you have waited too long! Typically if there is no visitor or special presentation, you would be talking within the first half hour (or less) of the Council meeting. The Regular meeting start time is 6:00 p.m.

Each commissioner is assigned a month and is responsible for attending one of the two council meetings, ***OR finding another commissioner to do it in their place*** if they will not be attending the meeting.

<u>Meeting Date</u>	<u>Commissioner</u>
January 10, 24	<u>ZIMMERMAN</u>
February 15, 28	<u>CARROLL</u>
March 14, 29(Tuesday)	<u>WEDIN</u>
April 11, 25	<u>HARTLEY</u>
May 9, 23	<u>ULMER</u>
June 13, 27	<u>HOWARD</u>
July 25	<u>ZIMMERMAN</u>
August 8, 22	<u>ULMER</u>
September 12, 26	<u>SEPTEMBER</u>
October 10, 24	<u>WEDIN</u>
November 28	<u>HOTTMANN</u>
December 12	<u>HOTTMANN</u>

Budget is given to department heads in July, August to return to city manager for first presentation to council on September.

Budget related council meetings, check schedule at that time: October, November, December

The regular December meeting is when the Budget is finally approved by City Council.

Any Special Meetings are usually schedule the first Monday of the month.

**2011 Monthly Council Meeting
and Mayor Advisory Commission Schedule**

It is a goal of the Commission to have a member speak regularly at the City Council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the agenda, there is a slot for Mayor and Commissioners to make brief, 5-minute, announcements, reports from Commissioners, etc. That is when you would jump up and speak. If the Mayor moves on to other matters, you have waited too long. Typically, if there is no Mayor or special presentation, you would be talking within the last half hour (or less) of the Council meeting. The regular meeting start time is 6:30 p.m.

Each commissioner is assigned a month and is responsible for attending one of the two council meetings. If making another commitment to do it in their place they will not be attending the meeting.

Commissioner	Meeting Date
STANISLAW	January 30, 2011
COBURN	February 15, 2011
WELLS	March 14, 2011 (Wednesday)
BELTZ	April 11, 2011
WATTS	May 9, 2011
HOWARD	June 13, 2011
CHAMBERS	July 25, 2011
LORET	August 8, 2011
REYNOLDS	September 12, 2011
WELLS	October 10, 2011
HILMERT	November 28, 2011
BUTTS	December 12, 2011

Mayor is given a department report in July, August to return to City Council for that presentation in Council on September.

Special Council meetings, check schedule at the time. October, November, December

The regular Council meeting is when the budget is filed, you can see the City Council.

City Council meetings are usually scheduled for the middle of the month.