

CITY OF WHITTIER PORT & HARBOR COMMISSION
REGULAR MEETING
Saturday, August 15th, 2009 9:00am
P-12 City Council Chambers

MINUTES

CALL TO ORDER

Marilyn Heddell called the meeting to order at 9:03 am.

ROLL CALL

Mike Bender	Seat A	P (arrived 9:05am)
Marilynn Heddell	Seat B	P
Brad Von Wichman	Seat C	A (excused)
Jerry Protzman	Seat D	P
Lynn Johnson	Seat E	P
Peter Denmark	Seat F	A (arrived 9:10am)
Charlie Eldridge	Seat G	P

ADMINISTRATION PRESENT

Ed Barrett – Harbormaster
Mark Earnest – City Manager
Sue Miller – Deputy Harbormaster

APPROVAL OF AGENDA

MOTION: Lynn Johnson moved to approve the Agenda of August 15, 2009.

SECOND: Jerry Protzman

VOTE: Unanimous

APPROVAL OF MINUTES

MOTION: Jerry Protzman moved to approve the minutes of July 18, 2009.

SECOND: Lynn Johnson

VOTE: Unanimous

ADMINISTRATIVE REPORTS

Harbormaster: (written report in packets)

Ed Barrett reminded commissioners that the Marina Emergency Repair Project RFQ went out and has, so far, not been responded to. City Council agreed to let Harbor proceed with project but not to exceed \$60,000. Electrical system and float connector repairs will be first two areas to concentrate on followed by plumbing problems.

Mr. Barrett explained that the City of Whittier staff is in the process of participating in a 10 hour safety education module presented by AMLJIA (Alaska Municipal League Joint Insurance Association, Inc.) to bring all our staff into compliance with OSHA safety standards. He went on to explain the high costs of insurance, both for the City and, especially, for the Harbor.

Harbormaster Barrett stated that, as per the direction of this Commission, he contacted an uninvolved third party to study the economics of the Harbor Enterprise Fund. Northern Economics, considered being the premier folks who do studies of this kind in Alaska. He asked that the commissioners read the draft memorandum (in packets) from Marilyn Heddell to the City Council and approve it to be presented to Council.

There was discussion, including some comments from City Manager, Mark Earnest about various forms of funding available.

MOTION: Jerry Protzman made a motion to approve the draft letter from Marilyn Heddell to City Council recommending that Council direct the City Manager to enter into an agreement with Northern Economics.

SECOND: Charlie Eldridge.

VOTE: Unanimous.

A group discussion took place about ramp usage and ramp usage fees.

City Manager: (written memorandum in packets)

Mark Earnest reported on the Head of Passage Canal Development, the Visitor Center and Museum Project, and other new and ongoing projects taking place. He spoke of funding for these projects.

NEW BUSINESS

a. Policy and Procedure.

Ed Barrett explained that Policy and Procedure has taken on a new life and that Matt Abbey, Director of Administration, has put in extraordinary amounts of time, particularly on personnel policy, line by line to update what we already have. Our (Harbor's) policy and procedures that we've been working on will be incorporated into this body of work. He went on to describe the points of the project and said that it would come back to this commission perhaps in the next month (in draft form) for follow up.

b. Percentage of City and Harbor Taxes that fund WSBH

c.

Ed Barrett spoke on the Passenger Transportation Business Tax and the Harbor User Fee and how these funds are allocated. The User Fee goes directly into the Harbor Enterprise Fund.

Mark Earnest explained the ordinance going before City Council regarding proposed changes in the PTB Tax. He talked about property tax and answered questions about fuel tax. Discussion ensued about property tax and other owner/operator taxes.

c. Letter to City Council directing the City Manager to act on Preliminary Study for WSBH Reconstruction.

(Approved as part of Harbormaster Report.)

OLD BUSINESS

a. Monthly Status Report on WSBH Renovations.

(Written report in packets)

b. Parking Report.

c. Moorage Rates.

d. Letter presented to City Council (Aug. 4 mtg.) recommending Waterfront Improvement.
(On table to City Council. No reaction yet.)

CITIZEN COMMENTS

None.

COMMISSION COMMENTS

None.

NEXT MEETING AGENDA ITEMS

- Interim Progress Report from Northern Economics
- Auto Rally for 9/20/2009 and Shoulder and Off Season Events

NEXT MEETING ATTENDANCE PLANS

Saturday, September 19, 2009 at 9:00am in City Council Chambers (P-12)

ADJOURNMENT

MOTION: Jerry Protzman made a motion to adjourn the meeting.

SECOND: Charlie Eldridge

VOTE: Unanimous.

Meeting adjourned at 10:15 am.

Attest:

Rebecca Clement
Commissions Clerk

Marilynn Heddell
Port & Harbor Commission Chairperson