



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda Ports and Harbor Commission

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Monday, June 2, 2025

7:00 PM

Council Chambers

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### Regular Meeting

#### REGULAR AGENDA - 7:00 PM

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. APPROVAL OF MINUTES

1. [Approval of Port and Harbor Commission regular meeting minutes for February 11th, 2025.](#)

#### IV. PUBLIC APPEARANCES

1. [City Clerk Overview of Commission Roles and Responsibilities](#)

#### V. PUBLIC BUSINESS FROM THE FLOOR

#### VI. NEW BUSINESS

1. [Discussion Item: Harbor Budget Trajectory](#)

#### VII. REPORTS

#### VIII. COMMISSION BUSINESS FROM THE FLOOR

#### IX. ADJOURNMENT



## Legislation Text

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**File #:** 25-0248, **Version:** 1

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**ITEM TITLE:**

Approval of Port and Harbor Commission regular meeting minutes for February 11<sup>th</sup>, 2025.

**SUBMITTED BY:** Sarah Cox, Harbor Administrative Assistant

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

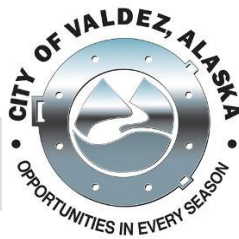
**RECOMMENDATION:**

Approve

**SUMMARY STATEMENT:**

Port and Harbor Commission regular meeting minutes of February 11<sup>th</sup>, 2025, are attached for review and approval.

212 Chenega Ave.  
Valdez, AK 99686



## **Meeting Minutes - DRAFT**

Tuesday, February 11, 2025

5:00 PM

Regular Meeting

Council Chambers

## **Ports and Harbor Commission**

Regular Meeting – 5:00 PM

**I. CALL TO ORDER**

Chair Colleen Stephens called the meeting to order at 5:03pm in the Council Chambers.

**II. ROLL CALL**

Present 5 - Chair Colleen Stephens  
Commission Member Alan Steed  
Commission Member Neil "Vince" Kelly  
Commission Member Jamie Pierce  
Chair Pro Tempore Edward Day

Excused 1 - Commission Member Andrea West

Also Present 4 - Director Ports and Harbors Jeremy Talbott  
Harbormaster Sarah Von Barga  
Administrative Assistant Tenisha Hunt  
Administrative Assistant Sarah Cox

**III. APPROVAL OF MINUTES****1. Approval of Port and Harbor Commission regular meeting minutes for November 4th, 2024.**

MOTION: Chair Pro Tempore Day moved, seconded by Commission Member Steed, to Approve. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 – Chair Stephens, Commission Member Steed, Commission Member Kelly, Chair Pro Tempore Day, and Commission Member Pierce.

Motion Passed.

**2. Approval of Port and Harbor Commission regular meeting minutes for November 18th, 2024.**

MOTION: Chair Pro Tempore Day moved, seconded by Commission Member Kelly, to Approve. The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 – Chair Stephens, Commission Member Steed, Commission Member Kelly, Chair Pro Tempore Day, and Commission Member Pierce.

Motion Passed.

**IV. PUBLIC BUSINESS FROM THE FLOOR**

There was no public business from the floor.

**V. NEW BUSINESS**

**1. Approval of a Recommendation to City Council to Authorize a Lease with Crowley Fuels, LLC for a 6,230 Square Foot Portion of USS 495 Tidelands (North Fuel Dock).**

MOTION: Chair Pro Tempore Day moved, seconded by Commission Member Steed, to Approve a recommendation to approve the lease with Crowley Fuels, LLC for a 6,230 square foot portion of USS 495 Tidelands (North Fuel Dock). The motion carried by the following vote after the following discussion occurred.

Commission Member Steed asked Ports and Harbors Director Talbott if Ports and Harbors staff have any concerns.

Chair Pro Tempore Day and Chair Stephens discussed the \$0.04/gallon surcharge that is being added to the lease.

VOTE ON THE MOTION:

Yays: 5 – Chair Stephens, Commission Member Steed, Commission Member Kelly, Chair Pro Tempore Day, and Commission Member Pierce.

Motion Passed.

**2. Approval of a Recommendation to City Council to Authorize a Lease with Crowley Fuels, LLC for a 8,400 Square Foot Portion of USS 495 Tidelands (South Fuel Dock).**

MOTION: Commission Member Steed moved, seconded by Chair Pro Tempore Day, to Approve a recommendation to approve the lease with Crowley Fuels, LLC for an 8,400 square foot portion of USS 495 Tidelands (South Fuel Dock). The motion carried by the following vote.

VOTE ON THE MOTION:

Yays: 5 – Chair Stephens, Commission Member Steed, Commission Member Kelly, Chair Pro Tempore Day, and Commission Member Pierce.

Motion Passed.

**3. Approval of Recommendation of City Council to Adopt a Resolution Authorizing the City Manager to Request Federal Funding for Waterfront Infrastructure Permitting and Design of New Capital Infrastructure Identified in the Valdez Comprehensive Waterfront Master Plan as Sea Otter Park.**

MOTION: Commission Member Steed moved, seconded by Chair Pro Tempore Day, to The Ports and Harbors Director Talbott recommends the Commission to approve a motion to support City Council Resolution No. 25-11, authorizing the City Manager to request and pursue federal funding up to \$4,000,000 for the permitting and design of waterfront infrastructure projects. The motion carried by the following vote after the following discussion occurred.

Chair Pro Tempore Day asked Ports and Harbors Director Talbott for clarification on what the \$4,000,000 is actually for. Ports and Harbors Director Talbott responds that it is for design and permitting.

**VOTE ON THE MOTION:**

Yays: 5 – Chair Stephens, Commission Member Steed, Commission Member Kelly, Chair Pro Tempore Day, and Commission Member Pierce.

Motion Passed.

**4. DISCUSSION ITEM: CITY COUNCIL JOINT STRATEGIC PLANNING WORK SESSION.**

This discussion item has been postponed until the next regular meeting of the Ports and Harbors commission, April 7, 2025.

**VI. REPORTS**

Harbormaster Von Bargaen informed the Commissioners of the upcoming Splash-In event at the tour dock.

**VII. COMMISSION BUSINESS FROM THE FLOOR**

There was no commission business from the floor.

**VIII. ADJOURNMENT**

CITY OF VALDEZ, ALASKA  
PORTS AND HARBOR COMMISSION

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Colleen Stephens, Chair

ATTEST:

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Sarah Cox, Harbor Administrative Assistant



## Legislation Text

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**File #:** 25-0249, **Version:** 1

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**ITEM TITLE:**

City Clerk Overview of Commission Roles and Responsibilities

**SUBMITTED BY:** Elise Sorum-Birk, Deputy City Clerk

**FISCAL NOTES:**

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

**RECOMMENDATION:**

n/a

**SUMMARY STATEMENT:**

City Clerk's office staff will review Ports and Harbors Commission Roles and Responsibilities and discuss process for upcoming joint work session with City Council.



## Legislation Text

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**File #:** 25-0250, **Version:** 1

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**ITEM TITLE:**

Discussion Item: Harbor Budget Trajectory

**SUBMITTED BY:** Sarah Von Barga, Harbormaster

**FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

**RECOMMENDATION:**

Staff is asking the Ports and Harbor Commission to review and discuss the current harbor budget, consider possible new revenue streams and identify areas for operational cost savings.

**SUMMARY STATEMENT:**

This agenda item is brought before the entire Commission to continue review of the harbor budget that was previously discussed by a small group of Commissioners on March 7, 2025. The focus of the discussion was to focus on possible new revenue streams and possible ways to decrease operational costs, without decreasing services if possible. Specific areas of discussion were the following:

- Tideland Lease Management
  - Consideration of the Harbor Department taking over management of the tideland leases instead of Community Development
  - Coordination with the City Clerk and City Manager to examine feasibility of taking over lease management
  - Estimated additional revenue of \$235,000 annually, based on Finance Department projections
- Short-Term Rental Opportunities
  - Exploration of short-term rental spaces for commercial or recreational purposes
  - Identification of viable locations within the existing harbors
  - Discussion of potential fee structure and projected revenue



- Moorage Rates
  - No increase to moorage rates at this time
    - General Fund to subsidize offset in revenue vs. expenses
  - The previous Commission discussion expressed consensus against raising moorage rates
- Waterfront Lease Funding
  - Review of current lease structures
  - Potential for increased revenue through renegotiation or expanded lease opportunities
- Other Revenue Opportunities and Cost Savings
  - Operational efficiencies or cost-cutting measures
  - Grants or other funding sources that may support harbor operations

Staff is looking for feedback on the aforementioned items as well as any additional recommendations of alternative funding sources and further exploration or implementation of discussed opportunities. The outcome of this work session will next be presented in a joint work session with the City Council.