



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda

City Council

Tuesday, August 19, 2025

5:30 PM

Council Chambers

Joint Work Session with Ports & Harbors Commission

WORK SESSION AGENDA - 5:30 PM

Transcribed minutes are not taken for Work Sessions. Audio is available upon request.

1. [2025-2026 City of Valdez Ports & Harbors Commission Goals and Meeting Calendar](#)



Legislation Text

File #: 25-0371, **Version:** 1

ITEM TITLE:

2025-2026 City of Valdez Ports & Harbors Commission Goals and Meeting Calendar

SUBMITTED BY: Jeremy Talbott, Ports & Harbors Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Staff recommends that the City Council provide feedback to the Ports & Harbors Commission on the adopted goals and meeting calendar to ensure alignment with Council's strategic direction.

SUMMARY STATEMENT:

Background:

The Ports & Harbors Commission has completed a goal-setting process for the remainder of 2025 and all of 2026. At its August 14, 2025 regular meeting, the Commission formally adopted six strategic goals with supporting work plans and performance indicators, as well as a goal-focused meeting calendar to guide Commission activities through December 2026. These goals align with the City's operational, strategic, and seasonal priorities for the Port, Harbor, and Airport facilities under the Commission's purview.

The purpose of this Joint Work Session is to review the adopted Commission goals and calendar, receive feedback from the City Council, and ensure alignment with Council priorities, the Valdez Comprehensive Plan, Economic Development Plan, and Waterfront Master Plan.



Valdez Ports & Harbors Commission Goals (2025–2026)

Final Draft – For Approval August 14, 2025

GOAL 1: Strengthen Commission Commitment and Meeting Consistency

Objective: Restore meeting regularity, affirm the commitment of each commissioner, and institutionalize a clear timeline for Commission business aligned with the City’s operational and planning calendar.

Work Plan:

- Maintain monthly meetings (target 1st or 3rd Monday, excluding major holidays).
- Establish annual Ports & Harbors Commission work session to set goals, and an annual work session with City Council to review goals.
- Develop annual meeting calendar and agenda themes aligned with City budget, planning, and seasonal operations.

Performance Indicators:

- Minimum of 10 meetings held annually.
- Annual goals adopted by Q3.
- Meeting calendar and agenda timeline approved by Q1.

GOAL 2: Implement an Annual Revenue Review

Objective: Ensure consistent evaluation of Port and Harbor revenue streams, including tariff rates, usage trends, and opportunities for enhanced revenue generation to support long-term infrastructure, strategic goals, and service needs.

Work Plan:

- Phase I: Revenue Analysis (Jan–Mar 2026)
 - January: Staff presents annual revenue breakdown and comparisons.
 - February: Commission reviews tariff, fees, leases, services.
 - March: Identify targets for revenue improvements.
- Phase II: Recommendation & Budget Alignment (Apr–Jun 2026)



- April: Develop revenue recommendations.
- May: Submit recommendations to City Administration.
- June-August: Review responses from Council/Manager.

Performance Indicators:

- Annual revenue report reviewed.
- Recommendations completed by end of Q2.
- Strategic trends and long-term service needs addressed.

GOAL 3: Manage the Waterfront Master Plan by Prioritizing Infrastructure and Projects

Objective: Keep the Waterfront Master Plan actionable by focusing on infrastructure preservation and implementing high-priority projects.

Work Plan:

- Conduct annual review of plan progress (Q4).
- Evaluate staff-generated small works project list before Q3.
- Review City Capital Improvement Project (CIP) list in Q2.
- Recommend infrastructure priorities aligned with the Master Plan and Strategic Plan.

Performance Indicators:

- Waterfront Plan reviewed annually.
- Prioritized project list submitted before CIP deadline.
- Infrastructure gaps and opportunities documented.
- Ensure plan is updated every 5-7 years.

GOAL 4: Align Commission Activities with Strategic and Economic Plans

Objective: Ensure Commission actions align with the Valdez Comprehensive Plan, Economic Development Plan, and Council priorities through active monitoring and timely recommendations.



Work Plan:

- Cross-reference Commission initiatives with City strategic plans during work sessions.
- Invite Planning and Economic Development staff to participate in Q2–Q3 meetings.
- Submit a brief alignment report with Commission goals to City Council by Q3.

Performance Indicators:

- Annual alignment report submitted.
- At least one joint session or update held with Planning/Econ Dev staff.
- At least one new initiative supported by existing plans.

GOAL 5: Focus on Seasonal Operations and Continuous Improvement

Objective: Use peak summer operational periods to evaluate airport, harbor, and port performance and recommend improvements based on observed challenges and user input.

Work Plan:

- Identify Q3 operational challenges (July–September).
- Schedule post-season review in October.
- Recommend improvements for next season during Q4.

Performance Indicators:

- Operational improvement memo submitted by November.
- User/stakeholder feedback documented annually.
- At least two new efficiency or safety recommendations proposed.

GOAL 6: Increase Safety and Decrease Congestion in Port and Harbor Facilities

Objective: Address navigation safety and congestion issues in the Valdez Harbors and Ports – especially during the busy summer fishing and visitor season. Advance infrastructure solutions such as the Sea Otter Dock to ease large vessel presence in the North Harbor Basin and to have alternate locations for cruise dockings. Engage stakeholders to address current large vessel safety challenges and near misses.



Work Plan:

- Phase I: Assessment (Q2 2026)
 - Gather feedback from staff, vessel operators, and Prince William Sound Safety Committee.
 - Identify congestion trends and dock conflicts.
 - Focus on cruise-related displacement of tenders into harbor areas.
- Phase II: Strategic Infrastructure Advocacy (Q3–Q4 2026)
 - Support Sea Otter Dock project development.
 - Recommend vessel traffic flow improvements and signage enhancements.
 - Collaborate with Community Development and Economic Development on design and funding strategies (grants).

Performance Indicators:

- Safety/congestion assessment report completed.
- Two stakeholder engagement sessions held.
- Formal recommendation for Sea Otter Dock project submitted.



Valdez Ports & Harbors Commission Goal-Focused Meeting Calendar (Aug 2025 – Dec 2026)

Month	Goal-Focused Agenda Topics
August 2025	<ul style="list-style-type: none">- GOAL 1: Annual Commission work session to set/confirm goals- GOAL 4: Prepare for joint Council work session
September 2025	<ul style="list-style-type: none">- GOAL 5: Begin post-season planning for operational improvements- GOAL 6: Gather stakeholder feedback on congestion and safety
October 2025	<ul style="list-style-type: none">- GOAL 5: Post-season operational review- GOAL 3: Annual Waterfront Master Plan review- GOAL 6: Finalize safety and congestion assessment report
November 2025	<ul style="list-style-type: none">- GOAL 5: Finalize operational improvement recommendations- GOAL 1: Draft Commission calendar and agenda themes for next year
December 2025	<ul style="list-style-type: none">- GOAL 1: Approve upcoming year's goals and meeting schedule- No regular meeting unless needed
January 2026	<ul style="list-style-type: none">- GOAL 2: Staff presents annual revenue breakdown & rate comparison study- GOAL 2: Begin Annual Revenue Review – tariff, fees, leases, services
February 2026	<ul style="list-style-type: none">- GOAL 2: Continue Annual Revenue Review



	<ul style="list-style-type: none">- GOAL 2: Discuss potential rate adjustments- GOAL 3: Review prior year small works project closeouts
March 2026	<ul style="list-style-type: none">- GOAL 2: Finalize revenue recommendations for Council/City Administration- GOAL 6: Review winter safety and congestion observations
April 2026	<ul style="list-style-type: none">- GOAL 4: Align Commission activities with Strategic & Economic Plans – initial review- GOAL 3: Begin Waterfront Master Plan annual review preparation
May 2026	<ul style="list-style-type: none">- GOAL 4: Continue alignment review with Strategic & Economic Plans- GOAL 3: Review preliminary CIP project list for waterfront priorities
June 2026	<ul style="list-style-type: none">- GOAL 3: Finalize prioritized CIP recommendations- GOAL 4: Submit alignment report with Commission goals to City Council- GOAL 4: Joint work session with City Council prior to annual retreat
July 2026	<ul style="list-style-type: none">- GOAL 5: Seasonal operational monitoring – peak period- GOAL 6: Identify congestion and maneuverability issues during fishing & cruise season
August 2026	<ul style="list-style-type: none">- GOAL 1: Annual Commission work session to set/confirm goals- GOAL 6: Mid-season safety and congestion review
September 2026	<ul style="list-style-type: none">- GOAL 5: Begin post-season planning for operational improvements



October 2026

- GOAL 6: Gather stakeholder feedback on congestion and safety

- GOAL 5: Post-season operational review
- GOAL 3: Annual Waterfront Master Plan review
- GOAL 6: Finalize safety and congestion assessment report

November 2026

- GOAL 5: Finalize operational improvement recommendations
- GOAL 1: Draft Commission calendar and agenda themes for next year

December 2026

- GOAL 1: Approve upcoming year's goals and meeting schedule