



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final

Economic Diversification Commission

Wednesday, March 20, 2019

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

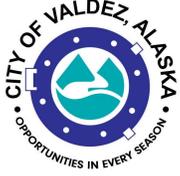
1. [Approval of Economic Diversification Meeting Minutes of February 21, 2018](#)
2. [Approval of Minutes for Economic Diversification Meeting August 1, 2018](#)
3. [Approval of Economic Diversification Meeting Minutes of August 15, 2018.](#)
4. [Approval of Economic Diversification Meeting Minutes of September 15, 2018.](#)

IV. REPORTS

1. [Report: Kimley Horn Project Update](#)
2. [Report: Update Regarding Kelsey Dock Upland Improvements Phase 1](#)
3. [Report:Transportation Expo](#)

V. COMMISSION BUSINESS FROM THE FLOOR

VI. ADJOURNMENT



Legislation Text

File #: 19-0114, **Version:** 1

ITEM TITLE:

Approval of Economic Diversification Meeting Minutes of February 21, 2018

SUBMITTED BY: Debra Roberts, Recording Secretary EDC

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Receive and File:

SUMMARY STATEMENT:

Economic Diversification meeting minutes of February 21, 2018 attached for Commission review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes

Wednesday, February 21, 2018

7:00 PM

REGULAR MEETING

Economic Diversification Commission

REGULAR MEETING – 7:00 PM

I. CALL TO ORDER

Commissioner Wade called the meeting to order at 7:01 PM in the Council Chambers.

II. ROLL CALL

Present 6 – Commission Member Rhonda Wade
Commission Member Grant Uren
Commission Member Colleen Stephens
Commission Member Lee Hart
Commission Member Susan Love
Commission Member Laurine Regan

Also Present 3 – Commission Member Keith Thomas (By Teleconference)
Economic Development Director Martha Barberio
Executive Assistant Debbie Roberts
Members in the Audience

III. PUBLIC BUSINESS FROM THE FLOOR

IV. NEW BUSINESS

1. New Business: Business incentives

Commissioner Stephens discussed Tax incentives and wanted to know what was allowable by State Statues and what other communities have done as incentives that worked or did not work.

Commissioner Wade brought up Construction Grants as an option, or the possibility of State Rebate program.

Economic Development Director Barberio brought up the housing shortage and discussed the possibility of tax credits or builders incentive. Something to get builders to build in our area, Commissioner Uren brought up environmental concerns and land issues related to housing issues. Commissioner Wade also brought up rebates and Delinquent Tax properties. Commissioner Stephens brought up land development with the City giving deferrals fore Water/Sewer to be paid back over time. Commissioner Uren also brought up issues relating to water/sewer. Discussion continued between commissioners on various ideas such as Business grants, Conditions on Sales with pay backs over time, School Programs/Trade Program (Students build and get experience), Peak1 out of Colorado was given as an example, discounted land , block grants, Special Assessments, HUD, performance bonding, performance agreements, and Habitat for Humanity. It was suggested to have a joint meeting with Planning and Zoning to discuss some of these ideas and then present it to City Council. Commercial/Retail business was also discussed.

2. Discussion & Report: Commission Powers and Duties

City Clerk Sheri Pierce discussed the ordinance language with the Commission and it was decided that they will meet once a month on the 3rd Wednesday. The Commission needs to make any changes formally at a future meeting, prefer a week but minimum 3 days. If nothing for the agenda then it can be cancelled.

V. REPORTS

1. Report: Update Regarding Kimley Horn Marketing and Branding Initiative

The report was given out to Commissioners and Kimley Horn will be invited to speak to this commission on Wednesday March 21st.

2. Report: Update North Star's Branding Initiative

VI. COMMISSION BUSINESS FROM THE FLOOR

The Mayor Ruthie Knight addressed the Commission regarding Sectors and who represented each

Commissioner Laurine Regan – Micro Business
Commissioner Lee Hart – Winter Tourism Attractions
Commissioner Rhonda Wade – Retail
Commissioner Grant Uren – Transportation
Commissioner Colleen Stephens – Summer Tourism
Commissioner Susan Love – Professional Services
Commissioner Keith Thomas – Contracting

Commissioner Hart discussed Emergency Management and Economic Development with Director Barberio. The Winter Event Ice Festival was represented by 12 states and was well represented. Should get bigger each year and over \$1000 was raised for Advocates for Victims of Violence.

Civic Center seating was discussed.

Commissioner Uren asked about the Median cost of land, what it is and how it is established. Other Commissioners discussed the land issues also.

Jeremy Talbott, Port Director, discussed housing issues.

Commissioner Thomas brought up housing that have code issues and requested that it be followed up on.

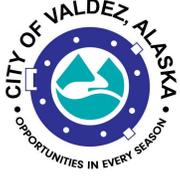
Commissioner Wade brought up the grant on the waterfront project. Director Talbott stated it is an active grant and used.

Commissioner Wade and Commissioner Hart brought up some code issues that a business in town was experiencing. City Clerk Sheri Pierce, Director Talbott, Commissioner Regan, Commissioner Stephens, Mayor Knight, Tom McAlister and Assistant City Manager Phillip Miller also spoke regarding this issue. It was also brought up that a package explaining the process or steps required to build would be helpful.

Next meeting March 21st 7 PM City Council Chambers.

VII. ADJOURNMENT

There being no further business, Chairperson Wade adjourned the meeting at 9:15 PM.



Legislation Text

File #: 19-0115, **Version:** 1

ITEM TITLE:

Approval of Minutes for Economic Diversification Meeting August 1, 2018

SUBMITTED BY: Debbie Roberts, Recording Secretary

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

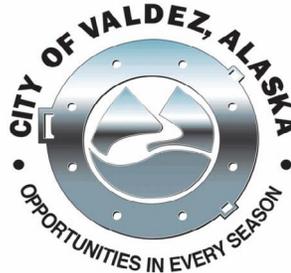
Receive and File

SUMMARY STATEMENT:

Economic Diversification Meeting minutes of August 1, 2018 attached for review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes

Wednesday, August 1, 2018

7:00 PM

Regular Meeting - NO AUDIO RECORDING AVAILABLE DUE TO
TECHNICAL ISSUES
Council Chambers

Economic Diversification Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

1. Approval of Minutes - January 18, 2018 and February 21, 2018 (Item Forwarded from May 16th Regular Meeting)

Meeting Cancelled due to lack of quorum. Agenda items moved to 9/5/18 meeting.

IV. PUBLIC BUSINESS FROM THE FLOOR

V. NEW BUSINESS

1. Discussion Item: Subdivision Signs & Way-Finding

Meeting Cancelled due to lack of quorum. Agenda items moved to 9/5/18 meeting.

VI. REPORTS

1. Report: Update Regarding Kelsey Dock Upland Improvements Phase 1

Meeting Cancelled due to lack of quorum. Agenda items moved to 9/5/18 meeting

2. Report: Business Climate Survey

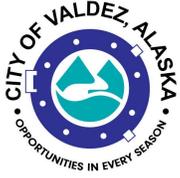
Meeting Cancelled due to lack of quorum. Agenda items moved to 9/5/18 meeting

3. Report: University Alaska Business

Meeting Cancelled due to lack of quorum. Agenda items moved to 9/5/18 meeting

VII. COMMISSION BUSINESS FROM THE FLOOR

VIII. ADJOURNMENT



Legislation Text

File #: 19-0116, **Version:** 1

ITEM TITLE:

Approval of Economic Diversification Meeting Minutes of August 15, 2018.

SUBMITTED BY: Debbie Roberts, Recording Secretary

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

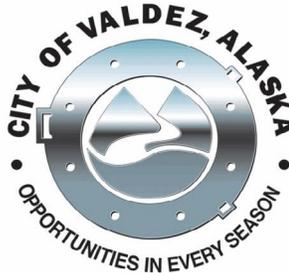
Receive and File

SUMMARY STATEMENT:

Economic Diversification Meeting Minutes of August 15, 2018 attached for review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes

Wednesday, August 15, 2018

7:00 PM

Regular Meeting - NO AUDIO RECORDING AVAILABLE DUE TO
TECHNICAL ISSUES
Council Chambers

Economic Diversification Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

Commissioner Wade called the meeting to order 7:05 PM in the Council Chambers.

II. ROLL CALL

Present – 4 – Commission Chair Rhonda Wade
Commission Member Grant Uren
Commission Member Susan Love
Commission Member Keith Thomas

Excused – 2 – Commission Member Lee Hart
Commission Member Colleen Stevens

Also Present – 2 – Economic Development Director Martha Barberio
Executive Assistant Debbie Roberts
Members in the Audience

III. APPROVAL OF MINUTES

1. Approval of Minutes - January 18, 2018 and February 21, 2018 (Item Forwarded from May 16th Regular Meeting)

MOTION: Commissioner Uren moved to Approve, Second by Commissioner Thomas to approve minutes for January 18th and February 21, 2018. The motion carried by the following Vote.

VOTE ON THE MOTION

Yeas: 4 – Commissioner Uren, Commissioner Thomas, Commissioner Love and Commissioner Wade.

Excused: 2- Commissioner Hart and Commissioner Stevens

IV. PUBLIC BUSINESS FROM THE FLOOR

V. NEW BUSINESS

1. Discussion Item: Subdivision Signs & Way-Finding

Economic Director, Barberio stated that the Signage with Kelsey Dock is on your I-Pads, they are going up in the New Harbor and Ferry Terminal. Then she turned the meeting over to Port Director, Jeremy Talbott to go into further details. Director Talbott stated that Exhibit A is Stan Stephens Plaza, if you look it is color coded Red, Yellow and Blue. Neighborhood explorer- true frame of things to do, go to bottom of template. Discussion continued with Director Barberio showing the Signage proposed and new signage, Beautification Task Force is working on other signage around town, if you have input as to where you want signs or suggestions and comments let me know and I will pass it on to them. Commissioner Wade said she'd like to see new subdivision signs and smaller signs on various corners for Key points in town. Like where the grocery store is located, Public restrooms as example for key locations areas.

Commissioner Thomas agreed, he was approached at South Central and a guy asked him where the grocery store was. Commissioner Wade continued with discussion regarding small signs to give directions to tourist by the Harbor, Kelsey Dock area and various parts of town like City Hall, Boat Harbor and the Post Office to name a few. Director Barberio asked what kind of sign design did they want, Fish, shaped metal, need to have consistency in the signage. Commissioner Uren stated that they have signs out at the Container Dock and they could be used as a test. They are 3 ½ foot long salmon cut outs. Director Talbott said the Wrap incorporated the signs/map stanchions, graphics they had maps with stars stating Library and various locations. When he traveled to different areas like Ketchikan their wayfinding is easier, he'd like that for Valdez. Commissioner Wade stated that Waterfront signs would make it easier. Director Talbott said we need to watch what we put on the Kiosk space, we want people to leave and go out into the community not stand there and read signs, and we want them to be dual purpose. Discussion continued with Director Barberio, Commissioner Uren, Commissioner Thomas, Commissioner Wade, Commissioner Love, Director Talbott and Community Events Coordinator Laurine Regan discussing signage. RV's need to give people directions like: go to corner and it will point out items of interest and directions. It was suggested by Commissioner Uren to bring back the maps like they have displayed at FU KUNG and pass out to people as another avenue. It was strongly suggested to not have signs on the main Roads due to tourists stopping in the middle of the road to look at or take pictures. Tankers cannot stop on a dime and there have been issues lately of people stopping to take pictures of the arch. The shape of the signs was discussed possibly fish, bears, moose, rabbits and have local arts do the work. What should be on the signs was also discussed and that they should be uniform with information, an example of Valdez App with Stars and uniform generic symbols was shown. Director Barberio said she would take the information back to the Beautification Task Force since they are working on Animals and large art projects so the theme could be carried out to the signs. It was brought up that we still want people to ask questions if needed and not just have signs to give information. Maybe have

signs to tell them to go to Harbor, Library, City Hall or Post Office if they needed more information, keep the signs simple. Commissioner Love also wanted to make sure they covered trails.

Commissioner Wade asked if anyone had any other new business.

There was a discussion about Cruise ships and the need to have something for the people to do and talk about so others would come here too. Director Talbott stated that the most requested item were the tours across the bay at Alyeska. He had been discussing this with Scott Hicks and others but at this time they are not receptive to the idea. Director Talbott stated he even asked if a bus that has been cleared thru security, and the people stay on the bus would be permitted on Terminal, but the answer was still no. Commissioner Uren asked what is the benefit for Alyeska and Commissioner Wade stated Public Relations. Director Talbott went on to say at this time we have the statue at Kelsey Dock and some interpretive signs will be added at a later date. Commissioner Wade stated we need to give tourist something to do like they do in Seward with the Sea Life Center, they should have something besides the museum to do. Director Talbott stated we will have 13-14 cruise ships coming into Valdez. The possibility of doing a boat tour that would explain the Alyeska terminal was proposed and maybe a Segway to getting access in the future. SERVS tours was also discussed or the possibility of tugs doing water shows. SERVS has some very impressive equipment when they set up could they include a public display. Everyone thought that if we are going to have Cruise ships coming we need to make sure they continue to come here and give them something to do. It was suggested to develop Mineral Creek Area as an outdoor adventure tour, with ATV's, a zip line, walking tours or even hikes to Stamp Mill or gold panning. It was also suggested that maybe tours of the Fish Hatchery, the Canneries, Hydro plant, rafting in the canyon and Glaciers. There was even talk about getting an Earthquake survivor documentation that people could watch or actors to act out and tell the story of the 64 quake. The possibility of a "Shake House" that shows how it feels to be in an Earthquake. Could that be something the City can purchase or would that be private company? Director Barberio was working with the Museum to get better signage out at the Old Town site and maybe that could be an area that could be developed better.

Commissioner Thomas asked if the Beautification Task Force was doing anything about the dilapidated buildings in the center of town. Since the Cruise ships were coming is there anything we could do to make it look better. Director Barberio explained the foreclosure process and discussion continued as to how we could "dress up" with fencing or something. There was discussion about the Nuisance Abatement position versus code revisions. It was decided that we are up against a time line and that this probably won't happen before the Cruise ships are here.

Outhouses were the next topic of discussion. Robe Lake and the Canyon were two areas that out houses are needed. If we want people to go to the areas and stay and not leave toilet paper and other things in public we should supply outhouses. Out at the Canyon the cave has become a giant toilet. Who do we talk to? Can something be put out there? It was discussed that portable toilets would be vandalized and maybe it would be better to have a concrete Forest Service type of Bathroom. Questions were brought up about whose land it was, how do we find out and who would maintain and service? Should it be monitored with cameras?

VI. REPORTS

1. Report: Update Regarding Kelsey Dock Upland Improvements Phase 1
Director Barberio and Director Talbott gave an update on the progress at Kelsey Dock.
2. Report: Business Climate Survey
Director Barberio stated that one was done 3 years ago and will be updated.
3. Report: University Alaska Business
Director Barberio said that the classes were not well attended, conference rooms were not free and travel expenses were paid out. Classes were cancelled due to weather. Only 82 people attended the 10 – 12 classes that were offered. There was discussion that the idea for this was a good one just how we can get more businesses involved. Discussion then turned to luncheons and what type of constructive groups we could bring in. Should it be done monthly or quarterly? How can we help/train businesses in relation to tourism? If we familiarize them with the itinerary of tourism 2hr tour versus a 4hr tour as an example of what is needed. Business do not have the contacts or knowledge to give to tourists. Some things discussed were commission rates, blocks of rooms, ATV tours, how to handle a group of 20 people and the needs related to that. Trade Industry providers, IPW is an example to sell Valdez to them and they send people to you. It would benefit all businesses. If we did this quarterly then we could have an annual event. We should start small and grow or you could bring a person in to figure out how to get everyone involved.... Like Vitalize Alaska conference, they gave example of how to develop small businesses. Discussion continued with pros and cons. Theater conference was brought up as an example, Trade Fair or Builders fair were other examples.

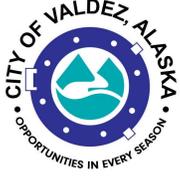
VII. COMMISSION BUSINESS FROM THE FLOOR

Commissioner Love stated that the Cruise Ship season is short term, we need to make arraignments to meet with them and find out what they want and how it is done. Maybe a lunch meeting? Director Talbott stated that he was already talking with the Cruise lines. Director Barberio said that we need to educate the businesses on what is wanted from the Cruise lines. She then went on to discuss the ideas of expos for brewery, transportation expo or something to plant the seed so we can grow businesses.

Commissioner Wade made a suggestion to have digital signs like the College. If we have one on a street area we could update events. Discussion continued on this topic. The topic then switched to Conferences and how to get them to Valdez. Director Talbott stated he would be attending a Cruise ship conference, it usually takes 18 months to get a conference. 1 year to put it together and then 6 months to promote it. Commissioner Uren wanted to know how we could set the goals and move forward with one. Director Barberio said they are working on moving forward. Commissioner Uren wanted to know if we could have a transportation conference next summer. Dutch Harbor has problems getting ships in and out, we could bring large steam ships here and pull from other areas. Increasing the labor force and make some upgrades to Kelsey Dock. It could also increase Longshoremen jobs. We could change from a spoke to a Hub in Valdez. Wharfage fees would be generated as one example. APL and Samson are some examples of Companies we could draw in. The Oilfield market is already here, we need to push for a Hub for seafood, add pontoons to existing docks. Commissioner Love stated we need a timeline and budget so we can rally and push it to Council. Commissioner Thomas thought that he heard that Edison Chouest was planning to build a ship yard with a travel lift. Director Talbott said it was part of the Water front Masterplan to have an Industrial Park. Discussion then returned to Conferences and how would we transport the attendees. Would Valdez U Drive hustle them, would we have artists to promote or show off wares? Director Barberio then stated that they were working on ideas for a Dolly/Trolley for events, having markets at the Kelsey dock when Cruise ships came in. Looking into Bands and Dances so the Community would also have something to do. Director Talbott then stated the Kelsey Dock will have heaters, covered space larger than what the Pringle had to offer, and lit up. Power for vendors. Phase 2 would be the Yellow Building which is going to Council meeting in September.

VIII. ADJOURNMENT

Commissioner Wade then stated since there is no more business we are adjourned at 9:10 PM.



Legislation Text

File #: 19-0117, **Version:** 1

ITEM TITLE:

Approval of Economic Diversification Meeting Minutes of September 15, 2018.

SUBMITTED BY: Debbie Roberts, Recording Secretary

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

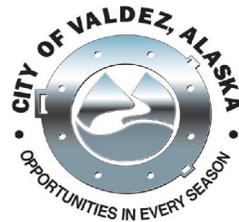
Receive and File

SUMMARY STATEMENT:

Economic Diversification Meeting Minutes of September 15, 2018 attached for review.

City of Valdez

212 Chenega Ave.
Valdez, AK 99686



Meeting Minutes - Draft

Wednesday, September 19, 2018

7:00 PM

Regular Meeting

Council Chambers

Economic Diversification Commission

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

Present 5 - Commission Member Rhonda Wade
Commission Member Keith Thomas
Commission Member Colleen Stephens
Commission Member Susan Love
Commission Member Lee Hart

Excused 1 - Commission Member Grant Uren – Present via phone

Also Present 2 - Sr. Office Assistant Debbie Roberts
Economic Development Director Martha Barberio

III. APPROVAL OF MINUTES

1. Approval of Commission Meeting Minutes from September 5, 2018

MOTION: Commissioner Love moved, seconded by Commissioner Stephens to approve the Economic Diversification Commission regular meeting minutes of September 5, 2018. The motion carried by the following vote.

VOTE ON THE MOTION:

Yeas: 5 - Commission Member Wade, Commission Member Thomas,
Commission Member Stephens, Commission Member Love and
Commission Member Hart

Excused: 1 - Commission Member Uren

IV. PUBLIC APPEARANCES

V. PUBLIC BUSINESS FROM THE FLOOR

VI. PUBLIC HEARINGS

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

1. Discussion Item: Kimley Horn Community Plan Action Committee

Commissioner Wade asked if the Economic Diversification Committee (EDC) had been appointed to the Community Plan Action Committee (CPAC) by Council.

Commissioner Love asked what the CPAC is.

Commissioner Wade stated that it was the first time that she heard that the two committees were going to be combined.

Economic Development Director Martha Barberio explained that the two

committees would be combined and that EDC would not be meeting during that time. She went on to explain the committee along with the ones appointed by council would be part of the CPAC. Since most of the members of the EDC came from diverse backgrounds and businesses Kimley Horn thought it would be a good idea for EDC to be a part of the CPAC. Ms. Barberio stated the CPAC will meet monthly and discuss Planning and Zoning, give input, feedback and work through the process of developing a comprehensive plan that will move Valdez forward for the next 20 to 30 years.

Discussion continued among the Commissioners and Martha pertaining to the roles of the CPAC and the EDC. General consensus among the Commissioners was to be part of the CPAC but not disband the EDC. The Commissioners felt it was important to be the conduit between Martha and Council, and agreed to continue the EDC meetings along with CPAC meetings. Discussion continued among the Commissioners and Ms. Barberio on how to move the EDC forward and common goals that need to be worked on.

Jeremy Talbott Ports and Harbor Director addressed the Commission to discuss the EDC's joint participation with the Waterfront Master Plan and requested that they also be involved in the process along with Parks and Recreation Commissioners. The Commissioners agreed that it was a good idea.

2. Discussion Item: Gravel Extraction

Commissioner Grant Uren discussed the Planning and Zoning meeting he attended regarding gravel extraction. Commissioner Uren then discussed the Rydor property located in the Glacier Stream area and other property located in that area. The discussion between Commissioners pertained to developing the area for housing, new water treatment plant and permits for gravel extraction. Discussion continued on options for gravel extraction and the possibility of having a meeting with Department of Natural Resources, State and City officials that make the decisions on gravel extraction. The purpose would be to get everyone on the same page and understand the rules relating to gravel extraction. It was proposed to get a Gravel Extraction Task Force/Summit if that was possible.

3. Discussion Item: Housing

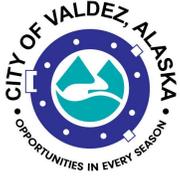
Ms. Barberio stated that Council had put housing as a priority. She proposed three areas for development Cottonwood Subdivision, Corbin Creek near Mendenhall and Sound View Apartments. Sound view Apartments would like to expand their apartments and Ms. Barberio discussed the issues relating to this. Discussion continued between Commissioners and Ms. Barberio regarding the land that was available and surveys/plats that needed to be done to move forward with housing plans. Incentive possibilities were also discussed as were the possibilities to recover the incentive costs. Seasonal housing was also discussed, along with smaller unit housing options. Compliance issues were also discussed.

IX. REPORTS

X. COMMISSION BUSINESS FROM THE FLOOR

XI. ADJOURNMENT

Commissioner Wade adjourned the meeting at 8:30 PM.



Legislation Text

File #: 19-0118, **Version:** 1

ITEM TITLE:

Report: Kimley Horn Project Update

SUBMITTED BY: Martha Barberio, Economic Development Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Receive and file

SUMMARY STATEMENT:

Attached is the most recent update on the Kimley Horn Project.



February 1, 2019

Valdez City Council Members
City of Valdez
212 Chenega Avenue
Valdez, AK 99686

RE: *Valdez Comprehensive Plan Project - Project Update #2*

Dear Members of the Valdez City Council:

This memo provides Mayor O'Neil and Valdez City Council Members an update on status for the Valdez Comprehensive Plan project. A previous update memo was provided in November 2018. This memo provides a summary of work efforts completed from November 2018 until February 2019. Kimley-Horn has continued to hold weekly Friday conference calls with City staff in order to discuss current project status, facilitate information and data request, and coordinate the upcoming CPAC and other meetings for the March 2019 working visit.

Draft Documents

Since the December site visit, the Project Team has been focused on developing review drafts of the Housing and Land Use elements of the Comprehensive Plan. These elements incorporate comments from the CPAC December Meeting and generally include:

- Background land use and housing information
- Demographic data
- Authority and Scope guidance from the state to create Comprehensive plans
- 2007 Comprehensive Plan Review and Analysis
- Relationship to related plans and programs
- New Proposed Comprehensive Land Use Designations with location maps and definitions
- Focus Growth Areas
- Housing Needs Assessment
- Housing Supply and Housing Stock information
- Analysis of Impediments to Housing
- Land Use and Housing Goals and Policies
- Other relevant Maps, Exhibits, Graphics, and other visual information

These materials will be made available to the CPAC and City staff prior to the March 2019 site visit for review and comment by both groups.

Comprehensive Plan Advisory Committee (CPAC)

On September 18, 2018, City Council appointed eighteen community members to the Valdez Comprehensive Plan Advisory Committee (CPAC). The purpose of the CPAC is to assist in the development and review of the Valdez Comprehensive Plan Update with the goal of providing the

City decision makers with policy recommendations that support the community's vision for the future of Valdez.

Since then, the CPAC has had two formal meetings on October 17, 2018 and December 11, 2018. The purpose of the first meeting was to discuss the role and organization of the committee and establish operating procedures for the remainder of the Comprehensive Plan process. Kimley-Horn also developed a CPAC Handbook for use by CPAC members that covers the full extent of the roles, responsibilities, and plan materials. This handbook will be continuously updated over the course of the Comprehensive Plan process. Other components, such as an internal file sharing and review website, have been created as a standard practice for these types of committees. **Attachment A (CPAC Meeting Minutes – October 17, 2018)** provides both the agenda and meeting minutes from that meeting. This document is available on the project website as well.

The second CPAC Meeting was held on December 11, 2018 with the CPAC's Chairwoman presiding over the meeting. The Committee was provided information relative to Land Use and Housing and engaged in discussion of the important elements and considerations to be included within the Land Use and Housing Chapters. **Attachment B (CPAC Meeting Minutes – December 11, 2018)** provides both the agenda and meeting minutes from that meeting. This document is available on the project website as well.

Development of a Collaborative File Sharing Platform

To create ease of collaboration amongst the members of the CPAC, a file sharing website was created by Kimley-Horn. This file sharing platform allows all members of the Staff and CPAC to access, download and upload data, reports, maps, etc. in an easy to use, web-based format. This allows members and staff to access all information related to the Comprehensive Plan effort 24-hours a day, 365-days per year. This will significantly reduce the need for paper copies of documents and allow for on-demand access to files, schedules, maps, presentations and other project-related materials. Project collaboration will also be enhanced. All members of the CPAC have access to this file sharing website.

Website

The project website (www.visionvaldez.com) has been continuously updated to reflect the most current meeting information and includes minutes from the December CPAC meeting. The website allows community members to:

- Get information, including a project fact sheet and schedule, on the current status of the project and the overall purpose of the Comprehensive Plan;
- Sign up for email updates to be informed about upcoming meetings and other important Comprehensive Plan correspondence;
- View the time, date, and location of the next Comprehensive Plan meeting or workshop;
- Contact the Project Team with questions;
- Download past workshop summaries and presentations; and
- See when and where past meetings occurred.

The project website is continuously updated and most recently includes the information for the March 6, 2019 CPAC meeting which is open to the public. Due to the continuous nature of feedback from the CPAC and City Staff, individual elements will be posted collectively prior to final review of the document.

Upcoming Site Visit and CPAC Meeting #3

As mentioned above, the next CPAC meeting will take place on March 6, 2018 at the Valdez Civic Center. The Kimley-Horn team will be in town for most of that week. This meeting is open to the public and the CPAC has established that time be set aside during the meeting for public comment.

In preparation, the Kimley-Horn team will have the draft preliminary portions of the Transportation and Utilities Elements for discussion purposes at the upcoming CPAC meeting and review by City Staff. This information is similar to the level of detail provided prior to the Land Use and Housing meetings and is meant to provide the CPAC with data and analysis to respond to. The Kimley-Horn team will then take the feedback received and create the draft version of these two elements. This protocol will reoccur with all subsequent meetings.

The Kimley-Horn team has also handled all coordination for the upcoming March meetings, including reserving meeting space, correspondence with the CPAC members, and updating the project website.

Attachments

Attachment A – CPAC Meeting #1 Agenda/Minutes – October 17, 2018

Attachment B: CPAC Meeting #2 Agenda/Minutes – December 11, 2018



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final Comprehensive Plan Advisory Committee (CPAC)

Wednesday, October 17,
2018

7:00 PM

Council Chambers

Meeting #1

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL / INTRODUCTIONS

1. Contact List.

III. ELECTION OF CPAC CHAIRPERSON AND VICE-CHAIRPERSON

IV. ROLE OF THE COMMITTEE

1. Background
2. Purpose
3. Responsibilities

V. COMMITTEE GROUND RULES

VI. OVERVIEW OF THE COMPREHENSIVE PLAN – PURPOSE AND CONTENT

VII. MEETING SCHEDULE

VIII. COMMITTEE RESOURCES

1. Comprehensive Plan Resources
2. Other Planning Resources
3. Community Outreach Efforts to Date
4. Additional Materials

IX. Adjourn



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2018

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Council Chambers

Meeting #1

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

1. Meeting called to order by Rochelle Rollenhagen

II. ROLL CALL / INTRODUCTIONS

CPAC Members					
	Angela Alfaro	X	Rod Morrison	X	Colleen Stephens
X	James Dunn	X	Kathy Nielsen		Keith Thomas
X	John Engles	X	Dahlia O'Neil	X	Grant Uren
X	Mary Jo Evans	X	Jesse Passin		Rhonda Wade
X	Lee Hart	X	Jeremy Robida		Mike Wells
X	Jessie McKay	X	Donna Shantz		Susan Love
Project Team					
X	Martha Barberio	P	Dave Barquist	P	Keith Pelan
X	Rochelle Rollenhagen	P	Nicholas Chen		
X = Attended in person					
P = Attended via conference call					

1. Contact List.
 - Please update contact information following this meeting

III. ELECTION OF CPAC CHAIRPERSON AND VICE-CHAIRPERSON

1. Chair selected – Colleen Stephens
2. Vice-chair selected – Kathy Nielsen
3. Commission approved the appointments via a voice vote

IV. ROLE OF THE COMMITTEE

1. Background
 - Handbook needed at each meeting, additional materials will be added at each meeting

- resulting in a complete guide of the process
 - Comprehensive Plan discussions began a few years ago
 - History of plans/studies/work efforts that have failed to launch
 - CPAC appointed in September 2018 – diverse group representing a number of different topical groups
 - Bring different backgrounds and ideas to the table for a well-rounded plan
- 2. Purpose
 - Voice of the community, looking at the plan as an US
 - Provide City staff and decision makers with the information to make good decisions
 - Ultimate decision is whether or not to adopt the Comprehensive Plan
- 3. Responsibilities
 - Meet as a group on an on-going basis
 - Not going to meet every month as to not overburden the team
 - Most meetings will be face-to-face and interactive
 - Meetings are assumed to be 2-3 hours
 - Workshop style where the consultant team and staff provides information, background materials, and policies and programs for your discussion
 - Provide direction-setting for the team on in-progress work documents
 - Topical discussions at each meeting
 - Ambassadors for the community, representative of the best interests of the community
 - Provide recommendations to City Council and Planning Commission
 - Do not need to agree on everything
 - Provide best context for City Council to make decisions
 - Serve through Summer/Fall 2019
 - Is there any method to the madness on the meeting order?
 - Intertwine this effort with other existing master plans/studies
 - Need to be internally consistent
 - If new information comes up, we can adjust or change course away from the proposed schedule
 - Document is direction-setting, not building a specific project
 - Will specialists from the community be invited to speak at individual meetings?
 - Yes, these are public meetings and members of the community are invited to speak
 - Meetings will be noticed similar to all other committee or Council meetings
 - What is the goal of this comprehensive plan
 - Set a consistent vision to guide all future decisions within Valdez
 - Who is responsible for implementing the Comprehensive Plan and making sure they are followed?
 - Comp plans provide implementing tools for how to actually create the vision
 - Each implementing plan can have champions who are responsible for completing that item
 - The ultimate decision/responsibility is with City Council

V. COMMITTEE GROUND RULES

1. Does the committee accept and agree upon the general ground rules?
2. Are there any changes?
 - Something in the way that meeting is run that addresses how to take public comment in order to keep the meetings more efficiently run
 - Communication chain – email is preferred and will go through City staff and distributed to the project team
 - Set up email group for discussion related to the CPAC
3. Ground rules were read and explained to the committee
4. How will communications happen between staff, the consultant, and the committee
 - Make sure communications don't happen in a vacuum
 - All communications will be shared with all members of the project team
 - Ideal scenario is for communications to go through staff first
 - One of the primary methods of communication will be emails
 - Martha to create a group and send out a tester email tomorrow (10/18)
 - Protocols set related to email titles and naming conventions

VI. OVERVIEW OF THE COMPREHENSIVE PLAN – PURPOSE AND CONTENT

1. A few people are familiar with the concept of a Comprehensive plan
2. Overall policy and direction-setting document
3. Dave provided and explanation of the Comprehensive plan and the specific elements
 - Plan does not create a specific project
 - Sets the guidelines by which someone who has a project can follow the community vision
4. Questions
 - Healthcare and education are not addressed as part of the plan currently
 - Healthy community elements are expressed throughout land use, economic development, and other elements
 - There is the option to have a separate healthy community element
 - Trend to group parks, wellness, and cultural components together... where will cultural aspects be addressed?
 - Looking through the input for past plans (Comp plan and strategic plan)
 - What was missing was having this document be a working plan for who is responsible
 - May be able to pull a lot of good information from previous plans
 - Is the strategic plan available on the City of Valdez's website?
 - Is there a schedule for completing different sections of the plan
 - If we are focused on all the different parts of the Comprehensive Plan, we don't have focuses to catch

VII. MEETING SCHEDULE

1. Will there be the opportunity to call in?
 - There will be the ability to call in when the meeting space permits it

- Will 2-3 hours of impact every other month be meaningful?
 - Group decided to proceed as recommended and make adjustments if needed to the process along the way.
- Is there access to create a google document to show real-time input and feedback?
- Willing to give it a try as we envision it
 - Each topic could be a full-day
- Potentially have “brain-storming” sessions between the formal meetings
 - Agreement to have discussions on potential topic areas

VIII. COMMITTEE RESOURCES

1. Comprehensive Plan Resources
2. Other Planning Resources
3. Community Outreach Efforts to Date
4. Additional Materials
 - Questions
 - Will meeting materials be available online
 - Will the previous work be available online and by email? Yes
 - Links will be provided by email
 - Homework
 - Review previous Comprehensive Plan
 - Update contact information
 - Review community outreach summaries
 - Is there anything that is missing?
 - Have the process be as electronic as possible
 - Committee stresses that we embrace a collaborative work environment through the use of technology

IX. Adjourn



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Meeting Agenda - Final Comprehensive Plan Advisory Committee (CPAC)

Tuesday, December 11,
2018

6:00 PM

Valdez Civic Center

Meeting #2

REGULAR AGENDA - 6:00 PM

I. CALL TO ORDER

II. ROLL CALL / INTRODUCTIONS

1. Confirm Contact List.

III. PUBLIC COMMENT PERIOD

IV. KIMLEY-HORN PRESENTATION

1. Additional Materials to CPAC Handbook
2. Project Schedule and Tentative Future Meeting Dates
3. ShareFile Project Folder System

V. INTRODUCTION TO THE LAND USE AND HOUSING SECTIONS

1. Land Use

- Purpose and Intent
- Planning Factors
- Opportunity Growth Areas
- Draft Land Use Designation Language
- Draft Land Use Designation Maps

2. Housing

- Purpose and Intent
- Planning Factors
- Local Housing Trends
- Available Housing

VI. Adjourn



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2018

6:00 PM

Valdez Civic Center

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REGULAR AGENDA - 6:00 PM

I. CALL TO ORDER

1. Meeting called to order by Chair Stevens.

II. ROLL CALL / INTRODUCTIONS

CPAC Members					
	Angela Alfaro	P	Jessie McKay		Donna Shantz
	James Dunn	X	Rod Morrison	X	Colleen Stephens
X	John Engles	X	Kathy Nielsen		Keith Thomas
X	Mary Jo Evans	X	Dahlia O'Neil	X	Grant Uren
	Lee Hart	X	Jesse Passin	X	Rhonda Wade
X	Susan Love	X	Jeremy Robida	X	Mike Wells
Project Team					
X	Martha Barberio	X	Dave Barquist		Keith Pelan
X	Rochelle Rollenhagen	X	Nicholas Chen		
X = Attended in person P = Attended via conference call					

1. Confirm Contact List.
 - Contact list confirmed.

III. PUBLIC COMMENT PERIOD

1. Several members of the public were in attendance, no formal comment was made.

IV. KIMLEY-HORN PRESENTATION

1. Additional Materials to CPAC Handbook
 - Additional materials were provided one week prior on the CPAC ShareFile website.
2. Project Schedule and Tentative Future Meeting Dates
 - Next meeting tentatively set for Wednesday, March 6, 2019
3. ShareFile Project Folder System
 - Sharefile Project Folder System demonstration was done
 - Site was explained to be a file-sharing website for data transfer and comment upload

- from Committee members
- Upload folders will be created in each draft document folder for Committee comment (Completed)

V. INTRODUCTION TO THE LAND USE AND HOUSING SECTIONS

1. Land Use

- The project team gave a presentation that detailed the following for the land use section:
 - Purpose and Intent
 - Planning Factors
 - Opportunity Growth Areas
 - Draft Land Use Designation Language
 - Draft Land Use Designation Maps
- CPAC Land Use comments:
 - Show land use diagrams for the parcels down Richardson Highway past Dayville road
 - What is the status of the City-owned property near Brown's Creek area?
 - City currently undergoing a process to obtain rights to this land
 - City also beginning the Robe Lake South survey to obtain rights to land near Robe Lake

2. Housing

- The project team gave a presentation that detailed the following for the housing section:
 - Purpose and Intent
 - Planning Factors
 - Local Housing Trends
 - Available Housing
- CPAC Housing comments:
 - Majority of CPAC agreed there is a lack of affordable housing in Valdez
 - Factors:
 - Limited available flat land
 - Cost to build out of town is much higher due to land constraints, limited access to utilities
 - Can build roughly 10 houses in town for every one outside the City Center area down Richardson Highway
 - Some developers have expressed that the permitting process to build housing is difficult
 - New developments need a connection to public utilities
 - Banks will not finance mobile homes
 - Opportunities for expansion
 - Cottonwood Creek (expand to then north)
 - Prioritize sewer expansion to this area
 - Missing areas for assisted living (all parts of the spectrum of assistance)
 - Currently have 20 units of independent living
 - Put some within the downtown area close to goods and services
 - New development for assisted living should be within bus range of the downtown core
 - Notes:
 - The 2,200 SF Average housing size for houses on the market seemed high to the committee, actually average housing size may be smaller
 - Adjusted rent shown in the presentation includes utilities
 - Revise Planning Factor 7: Address recreational toys/tools and

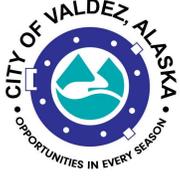
- need for storage
- City should educate people on home remodeling
- Current available housing stock is not comprised of housing that people want
- Take advantage of existing housing – potential to promote single-family conversions into duplexes to add affordable housing (second unit or accessory dwelling unit)
- Project team to research inclusionary housing policies or density-bonus type scenarios
- Tiny homes, big garages concept of living for the outdoors
- Enforcement of existing codes is an issue within the community
 - Leads to deferred maintenance and damaged housing stock

3. Opportunity Areas

- Overall notes:
 - Taxable property areas in the City Center should be a priority
 - Flood abatement (remediation) impacts almost all of the opportunity areas to different degrees
 - Project team will research more about the depreciation schedule for Alyeska and how that impacts the community
 - The longer capital improvements projects to the outer areas are put off, the more expensive it will get
 - Currently the City is subsidizing truck movement through the cost to upkeep Richardson Highway/Egan Drive
- Airport Area:
 - Need to study the feasibility of using land in this area – would require additional means of access
 - Potential for a loop road around the airport and along the backside of the runway.
 - Need to further define the different types of commercial and recreational uses and what is allowed
 - R-22 Area
 - Community opposition to industrial uses in this area
 - Could be a special study area (Specific or Master Plan)
 - Existing Coastal plan has a special designation for this area
 - Should consider recreational uses south west of Richardson Highway, behind the ball fields and both cemeteries
- Harbor Area:
 - Harbor management plans – coordination needed between the new Harbor Master Planning effort and the Comprehensive Plan to ensure they are consistent
 - Harbor RV Park (Sea Otter) should be kept as waterfront commercial
 - Should have some sort of public pedestrian access maintained in this area
- City Center area:
 - What is the experience on Egan? Especially the corner of Egan and Hazelet (Tourism experience straight from ferry terminal)
 - RV parks - Are they dead space during the winter?
 - Is there a better use for this area?
 - Brings people down into the core of the city to walk/spend money
 - Many people do not bring a car with them so cannot move them too far from restaurants and shops.
 - CPAC liked the idea of moving the Department of Transportation use so it is not the entrance to the community
 - Food production – Look for opportunities for community gardens or farming, both at a small scale and for production

- - Corbin Creek is on potential location
- Fourth opportunity area:
 - East of Dayville road along Richardson Highway. Potential for:
 - Roadside and neighborhood commercial uses (gas station, convenience store, etc.)
 - Gravel extraction
 - Recreation
- Additional comments:
 - Need to address areas for gravel extraction
 - City should continue to free up land for purchase

VI. Adjourn



Legislation Text

File #: 19-0119, **Version:** 1

ITEM TITLE:

Report: Update Regarding Kelsey Dock Upland Improvements Phase 1

SUBMITTED BY: Martha Barberio, Economic Development Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

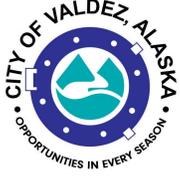
Funding Source: N/A.

RECOMMENDATION:

Receive and file

SUMMARY STATEMENT:

This project is mostly complete except for a few punch list items. It will be ready for receiving cruise ship passengers in May and also for public use. We will **NOT** be having market days at the Kelsey Dock this year while cruise ships are in town. I think there is only one Saturday that will interfere with Market days. For that day we will have an alternate location for vendors to set up. Otherwise this is a GREAT update to our Port area.



Legislation Text

File #: 19-0120, **Version:** 1

ITEM TITLE:

Report:Transportation Expo

SUBMITTED BY: Martha Barberio, Economic Development Director

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

N/A

SUMMARY STATEMENT:

During budget season we were awarded money from council to put on a transportation expo to showcase the Ports and Harbors of Valdez. The money we budgeted for was put into the Ports and Harbors department budget under misc. marketing. With the Waterfront Master Plan in the works at that time, we thought it might be a great time for this expo.

This could be a huge economic driver for the city. We have been hard at work on this plan. This expo is tentatively scheduled for late September. As this progresses, we will be giving you updates.