



# City of Valdez

212 Chenega Ave.  
Valdez, AK 99686

## Meeting Agenda - Final

### Economic Diversification Commission

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Wednesday, March 15, 2017

7:00 PM

Council Chambers

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#### Regular Meeting

#### WORK SESSION AGENDA - 6:00 pm

1. [Work Session: Waterfront Master Plan](#)

#### REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC BUSINESS FROM THE FLOOR

IV. NEW BUSINESS

1. [Discussion Item: Tax Exemptions & Exclusions](#)

V. REPORTS

1. [Report: UAA Small Business Development Center \(SBDC\) Initial Workshop Schedule](#)

VI. COMMISSION BUSINESS FROM THE FLOOR

VII. ADJOURNMENT



## Agenda Statement

**File #:** 17-0136      **Version:** 1  
**Type:** Work Session Item      **Status:** Agenda Ready  
**File created:** 3/10/2017      **In control:** Economic Diversification Commission  
**On agenda:** 3/15/2017      **Final action:**  
**Title:** Work Session: Waterfront Master Plan  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Valdez Waterfront and Harbor Master Plan Proposal 10FEB17.pdf](#)

Date	Ver.	Action By	Action	Result
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### **ITEM TITLE:**

Work Session: Waterfront Master Plan

**SUBMITTED BY:** Lamar Cotten, ED Contract Staff

### **FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

### **RECOMMENDATION:**

None. Work session only.

### **SUMMARY STATEMENT:**

Per direction from the March 1st meeting discussion, the EDC agreed to have a work session on March 15th to discuss and provide input to the Ports and Harbor Commission (P/H) planning process. Colleen will be absent and therefore Alan Sorum and Jeremy Talbott will be present to lead the conversation. The handout provided at the last meeting by the Ports & Harbor Commission is attached for review and use during the work session. Future work with the EDC on this matter will include:

1. Review of the P/H survey before it is sent out;
2. Host a first or third week EDC Luncheon in April with a selected business group. The objective is to review the P/H planning process and EDC input. Colleen Stephens or Alan Sorum will lead the discussion. We will use a combination of a harbor support list (from our business license list) and other harbor users list that Jeremy will provide; and

3. In conjunction with P/H may have another similar workshop for fishermen later in the spring.



## Agenda Statement

**File #:** 17-0137 **Version:** 1  
**Type:** Discussion Item **Status:** Agenda Ready  
**File created:** 3/10/2017 **In control:** Economic Diversification Commission  
**On agenda:** 3/15/2017 **Final action:**  
**Title:** Discussion Item: Tax Exemptions & Exclusions  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Tax Exemptions & Exclusions.pdf](#)  
[HB 156.pdf](#)

Date	Ver.	Action By	Action	Result
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### **ITEM TITLE:**

Discussion Item: Tax Exemptions & Exclusions

**SUBMITTED BY:** Lamar Cotten, ED Contract Staff

### **FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

### **RECOMMENDATION:**

None. Discussion only.

### **SUMMARY STATEMENT:**

Per the EDC request, I have summarized key tools to promote economic development. They entail:

- State allowed local tax exemptions and exclusions; and
- Under limited conditions for select project finance (debt) assistance.

I would defer to your bond attorney on the particulars on the latter approach. However, historically municipalities have, in certain allowed circumstances, issued some version of a municipal bond for a privately or non-profit owned facility. The facility owner benefits financially by the tax free-municipal bond. Such a bond is not applied against the total allowable municipal debt. The City of Valdez issued tax-free municipal bonds to finance the construction of the Valdez Marine Terminal. The original \$13 Million in impact fees from that bond sale was used to establish the City's Permanent Fund.

According to Sheri Pierce, the City Clerk, the City has not adopted any exemptions related to economic development or deteriorated property.

Current state law provides for a series of optional tax exemptions and exclusions as found in A.S. 29.45.050. For sake of clarity and easier reading, I have tried to include only abbreviated key elements of those relevant sections. I can provide the entire statutes at the meeting.

In addition to the summary off exemptions and exclusions, attached is House Bill 145, which has been introduced this year as an amendment to Title 29 in this area.



## Agenda Statement

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**File #:** 17-0138      **Version:** 1

**Type:** Report      **Status:** Agenda Ready

**File created:** 3/10/2017      **In control:** Economic Diversification Commission

**On agenda:** 3/15/2017      **Final action:**

**Title:** Report: UAA Small Business Development Center (SBDC) Initial Workshop Schedule

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Initial SBDC Workshop Schedule Letter 3-10-2017.pdf](#)

Date	Ver.	Action By	Action	Result
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### **ITEM TITLE:**

Report: UAA Small Business Development Center (SBDC) Initial Workshop Schedule

**SUBMITTED BY:** Lamar Cotten, EDC Contract Staff

### **FISCAL NOTES:**

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

### **RECOMMENDATION:**

None. Report only.

### **SUMMARY STATEMENT:**

Attached please find a summary of the upcoming UAA-SBDC classes to be offered in Valdez starting next month. EDC staff will be working closely with UAA staff, Russ Talvi, with communication/outreach and administrative matters related to the classes.

## Project Questions and Feedback for Other Commissions

1. Identify waterfront, port and harbor user groups. Who should be involved?
2. Which properties should be part of an overall waterfront master plan?
3. Considering all user groups, what waterfront or marine related services or facilities need to be developed or improved? Is there anything missing from the list in Appendix One?
4. Looking at the suggestions found in Appendix One, where would you locate proposed facilities or services?
5. As they develop, how should the various waterfront properties work together? Do you see any natural connections or groupings of projects or ideas?

February 9, 2017

## Valdez Harbor and Waterfront Master Planning

The Valdez Ports and Harbors Commission has undertaken preparation of a viable master plan for community waterfront and harbor facilities. Working cooperatively with other commission and organizations, completing this effort can be accomplished locally. The only outside support we anticipate for the project is the use of a civil engineering firm to help develop concept drawings and rough cost estimates. This would likely be less than \$50,000 versus the extreme costs recently proposed by outside consultants. This planning effort recognizes construction already authorized at the new harbor; its in-water facilities, drive down dock, harbor office/support building and bilge water treatment building.

**Initial Questions:** Development of an overarching master plan for municipal waterfront property and harbors have not been adequately prepared. Our marine assets represent a significant contribution to the economic health of the community. Proper master planning needs to address the needs of residents and maximize the investments being made in these waterfront areas.

There are questions that should be asked initially in the development of a waterfront master plan that speaks to future development of port and harbor infrastructure in Valdez. Planning efforts also need to consider long term and deferred maintenance issues that have yet to be resolved.

A few basic questions need to be explored at the beginning of the master planning process. It is important that all ideas are presented and explored without prejudice. Ideas and proposed projects may work together in ways not originally envisioned.

The Port Commission or a sub-committee of the Commission should be tasked with initially developing answers to these questions. A concerted effort needs to be made to involve key stakeholders in the planning process. To this end, a questionnaire should be sent to every customer of the port and harbors, asking for their thoughts. A well-advertised Port Commission meeting needs to be held soliciting public comments and ideas. Ideally this session would be held in conjunction with the City Council.

Questions concerning development of the port and harbor facilities need to be open ended and encourage development of a wide range of potential options. A successful master plan will consider use of the natural, public and working waterfronts. Suggested questions could be:

1. Name all waterfront, port and harbor user groups. Who should be involved?
2. Considering all the user groups, what waterfront or marine related services need to be developed or improved?
3. What needs to be built to support desired waterfront or marine related services?
4. Which properties should be part of an overall waterfront master plan?



5. As they develop, how should the various waterfront properties work together?

An appendix is included in this outline that lists some of the many projects that have been proposed for the waterfront in the past. This should spark further discussion of potential projects.

**Integration and Synthesis:** Staff will gather feedback from stakeholders coming out of the initial survey effort. A joint planning group might be formed. An effort will be made to gauge overall support for project ideas and an attempt will be made to group related concepts. One or more alternatives will be developed that best incorporate public comments on waterfront and harbor development efforts. Alternatives may be developed for specific business operations (port, airport, harbor, recreation, etc.) as well. These alternatives will address the optimum scope and sequence of proposed development plans.

**Project Development:** Each proposed project needs to be vetted. Will the idea benefit the community and add value to the municipal waterfront. Proponents will be asked to help complete a project review form that spells out the project in more detail. Once proposed projects are integrated into one of the planning alternatives, an engineering firm will help develop a concept drawing and rough cost estimate for each unique project. Project proponents will be asked to help identify potential funding sources.

**Review and Readjustment:** Staff and the Port Commission will review proposed alternatives together, seeking consensus on what best works for the community. A work session with the City Council should be considered once the Port Commission has finished its review of the project alternatives.

**Adoption and Action:** Staff will compile recommendations made during the public process and develop a final draft of the master plan for the approval of the Port Commission and then the City Council. An important part of the master plan will be an implementation plan. It is essential that construction projects be completed in their correct sequence.

**Periodic Review:** A master plan should be updated and reevaluated regularly. Checking up on progress every few years allows new thoughts to be incorporated and costs adjusted. This should not be a static document or process.

**Tentative Timeline:**

January 12, 2017 – Port Commission Work Session

February 15, 2017 – Meeting with Economic Diversification Commission

February 22, 2017 – Meeting with Planning and Zoning Commission

March 14, 2017 – Meeting with Parks and Recreation Commission

April 4, 2017 – Work session with PC and City Council exploring initial questions.

April 15, 2017 – Receive feedback from other Commissions

April 15, 2017 – Formulate survey questions for stakeholders and explore use of Survey Monkey or mailed questionnaires to gather feedback

May 15, 2017 – Staff and PC sub-committee have planning alternatives, project worksheets, concept drawings and budget prepared for discussion by PC.

June 5, 2017 – Finalize draft plan at PC

August 1, 2017 – Final draft to be presented to the City Council.

Appendix One: Potential Waterfront Uses and Needed Improvements  
Developed at the Valdez Ports and Harbor Commission on January 12, 2017.

During this work session, the Ports and Harbors Commission (PC) tried to identify potential waterfront needs and projects. Any project brought up during the meeting was added to the list for future evaluation. The same project or idea may have been suggested for multiple sites. The PC started the discussion at Mineral Creek and work their way around Port Valdez in a clockwise direction.

#### **MINERAL CREEK**

Kayak Launch Area

Recreational Non-Motorized Access

Erosion Control

Parks

Boat Launch Ramp

Elevated Trails

#### **BLUE BERRY HILL- ALASKA STATE FERRY LANDING**

Potential City Land Trade

Trails and Outdoor Recreation Features

#### **KELSEY DOCK AREA**

Port Office Work Space

Waterfront Retail Business Space

Hotel Lease Space

Interpretive Center

Improved Kayak Launch and Support Area

Paddle Vessel Storage

Public Beach Access

Year-Round Pavilion

#### **EXISTING SMALL BOAT HARBOR**

Kobuk Street Widening

Dry Stack Boat Storage

Expanded Vessel Lay Down Yard

H-K Float Re-Construction

Sheet Pile Installation at East End

Sheet Pile Installation at Silver Bay Dock

Ice Plant at Fisherman's Dock

Commercial Net Storage at Fisherman's Dock

Additional Launching Lane

Power Lines Underground for Travelift

#### **SEA OTTER PROPERTY**

Fishing Pier

Public Access

Commercial Business

Lay Down Yard

Coast Guard Base

Large Vessel Mooring

Commercial Business Lease Space

Vessel Haul Out

Fill in Additional Area

#### **NEW BOAT HARBOR**

Ice Plant

Dry Stack Boat Storage

Create Additional Uplands / Remove Hotel Hill

Marine Railway

Commercial Business Area

Vessel Storage / Boat Lay Down Area

#### **HARBOR COVE – DOCK POINT PARK**

Kayak Launch and Storage

Future Boat Harbor

Float Plane Dock

#### **THE MUD FLATS**

Wetlands Boardwalk and Viewing Area

Potential Mitigation Offset Area

#### **VALDEZ CONTAINER TERMINAL (AMMO ISLAND)**

Additional Fill for Truck Turn-out and Parking

Underground Power Lines

Widen Area Around the Scale House

Add Additional Fill / Create Additional Uplands

Increase Large Vessel Moorage

Rail Landing

Add Additional Power for Refrigeration Units

Demolish Silos

Comfort Stations

Warming Huts

Improve the Barge Landing

Bollards

Dredge

Conditional Assessment, Maintenance & Repair of Dry Bulk Facilities

## **LOOP ROAD**

Boat Launch / Kayak Area

Parks & Trails

Water Front Community Access

## **OLD TOWN / PIPE YARD**

Marine Railway

Travel Lift

Ship Repair / Inspection Yard

Lay Down yard

Boat Ramp Barge Landing

Interpretation Old Town Area

Tourism

Additional Dockage

## **DAYVILLE ROAD AREA**

Fishing Pier and Public Waterfront Access Improvement

Bear Viewing and Interpretation

Boat Launching

RV Dump

Additional RV Parking and Improvement

## **ROBE LAKE**

Float Plane Landing Floats

Park

## Appendix Two: Past Proposed or Potential Project Ideas

### General:

- Relocation of Alyeska Pipeline Service Company bronze statue from the Valdez Marine Terminal to a waterfront location in the Valdez townsite.
- Seek return of the old ferry dock taken by the US Coast Guard once accommodations are made to better support their operations.
- Consider potential sites for seaplane moorage and operations.
- Certification as a clean harbor.

### Old Harbor:

- Update layout and replace floating docks from the lift dock to the launch ramp.
- Construct the proposed third lane at the launch ramp that incorporates use of sheet piling to cut the shore bank back.
- Deepen entrance channel to support larger vessels.
- Development of a “Charter Boat Row”
- Renovate Travelift Dock.

### New Harbor or Sea Otter Property:

- Installation of a heavy-duty sheet pile bulkhead dock to support cargo and fuel movement.
  - Heavy-duty hoist.
- Install semi-penetrating wave barrier dock that could support:
  - Operations by a seafood processor
  - Industrial ship maintenance
  - Deployment US Coast Guard cutters
- Subdivision and lease of property to support marine related support businesses (restaurant, chandler, welding, machine shop, refrigeration, electronics, safety equipment, charter boat offices, etc.). This could be at Sea Otter or the new harbor uplands.
- Dry stack boat storage with forklift dock and courtesy mooring.
- Boat launch ramp
- Create additional uplands
- Consider potential uses for Hotel Hill, including value derived from removing it.
- Development of a marine fueling facility.
- Development of a fresh seafood market.
- Install rail based boat launcher.
- Complete construction of the fish cleaning station.
- Bulk ice plant.
- Net loft/gear sheds.
- Lifejacket loaner stations.

#### Kelsey Dock:

- Water and sewer line improvements.
- There is a \$2.5 million grant that can be used for some projects at the dock that need to be used soon.

#### Valdez Container Terminal (VCT) and Foreign Trade Zone:

- Improve access to the Richardson Highway by expanding the turning lane and evaluating powerline heights.
- Construct existing platted road from VCT entrance to Richardson Highway.
- Consider construction of a truck staging area.
- Upgrade and replace grain silo transformer.
- Replace existing dock capstan winches.
- Repair fendering on VCT Dock.
- Add an additional mooring dolphin to support military transport vessels.
- Move scale house to a better position or consider widening the road around it to facilitate truck movements.
- Move warehouse and support building to back of laydown yard to improve utilization of space.
- Improve landing craft dock.

#### Old Town or Loop Road:

- Install all weather boat launch ramp capable of supporting landing craft operations.
- Install a large Marine Travelift. Size should be determined through a user survey.

#### Recreation and Public Access:

- View area overlooking commercial fishing operations that allows interpretation and public education about the industry.
- Trail/boardwalk that encompasses the entire waterfront from Sea Otter to the new harbor to the existing harbor.
- Continue access improvements from the Kelsey Dock to North Harbor Drive.
- Identify potential public fishing locations.
- Identify kayak storage and launch location.



## A.S 29.45.050 Tax Optional Exemptions and Exclusions

(b) A municipality may by ordinance:

(1) classify and exempt from taxation;

(B) historic sites, buildings, and monuments;

(E) a residential renewable energy system that is used to develop means of energy production using energy sources other than fossil or nuclear fuel.

A municipality may by ordinance classify and exempt.

(e) or partially exempt from taxation privately owned land, wet land and water areas for which a scenic, conservation, or public recreation use easement is granted to a governmental body.

(f) from taxation all or part of the increase in assessed value of improvements to real property if an increase in assessed value is directly attributable to alteration of the natural features of the land, or new maintenance, repair, or renovation of an existing structure, and if the alteration, maintenance, repair, or renovation, when completed, enhances the exterior appearance or aesthetic quality of the land or structure.

(g) exempt from taxation all or part of the increase in assessed value of improvements to a single-family dwelling if the principal purpose of the improvement is to increase the amount of space for occupancy. An exemption provided in this subsection may continue for up to two years from the date of improvement is completed.

Additionally, a municipality may by ordinance

(j) approved by the voters exempt real or personal property in a taxing unit used in processing timber after it has been delivered to the processing site from up to 75 percent of the rate of taxes levied on other property in that taxing unit.

k) approved by the voters exempt from taxation pollution control facilities that meet requirements of the United States Environmental Protection Agency or the Department of Environmental Conservation.

(l) exempt from taxation an interest, other than record ownership, in real property of an individual residing in the property if the property has been developed, improved, or acquired with federal funds for low-income housing and is owned or managed as low-income housing by the Alaska Housing Finance Corporation under AS [18.55.100](#) - [18.55.960](#) or by a regional housing authority formed under AS [18.55.996](#).

(m) partially or totally exempt all or some types of economic development property from taxation for up to five years. The municipality may provide for renewal of the exemption

under conditions established in the ordinance. However, under a renewal, a municipality that is a school district may only exempt all or a portion of the amount of taxes that exceeds the amount levied on other property for the school district. A municipality may by ordinance permit deferral of payment of taxes on all or some types of economic development property for up to five years.

The municipality may provide for renewal of the deferral under conditions established in the ordinance. A municipality may adopt an ordinance under this subsection only if, before it is adopted, copies of the proposed ordinance made available at a public hearing on it contain written notice that the ordinance, if adopted, may be repealed by the voters through referendum. An ordinance adopted under this subsection must include specific eligibility requirements and require a written application for each exemption or deferral. In this subsection "economic development property" means real or personal property, including developed property conveyed under 43 U.S.C. 1601 et seq. (Alaska Native Claims Settlement Act), that

- (1) has not previously been taxed as real or personal property by the municipality;
- (2) is used in a trade or business in a way that
  - (A) creates employment in the municipality;
  - (B) generates sales outside of the municipality of goods or services produced in the municipality; or
  - (C) materially reduces the importation of goods or services from outside the municipality; and
- (3) has not been used in the same trade or business in another municipality for at least six months before the application for deferral or exemption is filed; this paragraph does not apply if the property was used in the same trade or business in an area that has been annexed to the municipality within six months before the application for deferral or exemption is filed; this paragraph does not apply to inventories.

(o) A municipality may by ordinance partially or totally exempt all or some types of deteriorated property from taxation for up to 10 years beginning on or any time after the day substantial rehabilitation, renovation, demolition, removal, or replacement of any structure on the property begins. A municipality may by ordinance permit deferral of payment of taxes on all or some types of deteriorated property for up to five years beginning on or any time after the day substantial rehabilitation, renovation, demolition, removal, or replacement of any structure on the property begins

(q) partially or totally exempt from taxation land from which timber is harvested that is infested by insects or at risk of being infested by insects due to an infestation in the area in which the land is located.

Lastly, I've added for following provision from the city code.

### 3.36 Economic Development Bonds

It is determined and declared that the purpose of this chapter is to provide a method for financing the cost of economic development facilities in the city in order to provide employment opportunities and relieve conditions of unemployment and encourage the economic development of the city, thereby reducing the evils attendant upon unemployment and furthering the welfare and prosperity of the residents of the city, and any and all of the same are declared and determined to be public purposes and a proper exercise of a governmental function of the city. It is further determined and declared that each and every matter and thing as to which provision is made in this chapter is desirable in order to carry out and effectuate the purposes of the city in accordance with the constitution and statutes of the state and the Charter of the city and to issue bonds in accordance with the terms of this chapter. (Prior code § 9-41)

**HOUSE BILL NO. 156**

IN THE LEGISLATURE OF THE STATE OF ALASKA

THIRTIETH LEGISLATURE - FIRST SESSION

BY REPRESENTATIVES TILTON, Grenn

Introduced: 3/6/17

Referred: Community and Regional Affairs

**A BILL**

**FOR AN ACT ENTITLED**

1   **"An Act relating to a municipal tax exemption or deferral for economic development**  
2   **property."**

3   **BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:**

4    \* **Section 1.** AS 29.45.050(m) is amended to read:

5           (m) A municipality may by ordinance partially or totally exempt all or some  
6   types of economic development property from taxation for **a designated period** [UP  
7   TO FIVE YEARS. THE MUNICIPALITY MAY PROVIDE FOR RENEWAL OF  
8   THE EXEMPTION UNDER CONDITIONS ESTABLISHED IN THE  
9   ORDINANCE. HOWEVER, UNDER A RENEWAL, A MUNICIPALITY THAT IS  
10  A SCHOOL DISTRICT MAY ONLY EXEMPT ALL OR A PORTION OF THE  
11  AMOUNT OF TAXES THAT EXCEEDS THE AMOUNT LEVIED ON OTHER  
12  PROPERTY FOR THE SCHOOL DISTRICT]. A municipality may by ordinance  
13  permit deferral of payment of taxes on all or some types of economic development  
14  property for **a designated period** [UP TO FIVE YEARS. THE MUNICIPALITY

MAY PROVIDE FOR RENEWAL OF THE DEFERRAL UNDER CONDITIONS ESTABLISHED IN THE ORDINANCE]. A municipality may adopt an ordinance under this subsection only if, before it is adopted, copies of the proposed ordinance made available at a public hearing on it contain written notice that the ordinance, if adopted, may be repealed by the voters through referendum. An ordinance adopted under this subsection must include specific eligibility requirements and require a written application for each exemption or deferral. In this subsection, "economic development property" means real or personal property, including developed property conveyed under 43 U.S.C. 1601 et seq. (Alaska Native Claims Settlement Act) [, THAT]

(1) that has not been used in the same trade or business in another municipality for at least six months before the application for deferral or exemption is filed; this paragraph does not apply if the property was used in the same trade or business in an area that has been annexed to the municipality within six months before the application for deferral or exemption is filed; this paragraph does not apply to inventories; or

(2) to which one or more of the following applies:

(A) the property has not previously been taxed as real or personal property by the municipality;

(B) the property [(2)] is used in a trade or business in a way that

(i) [(A)] creates employment in the municipality;

(ii) [(B)] generates sales outside of the municipality of goods or services produced in the municipality; or

(iii) [(C)] materially reduces the importation of goods or services from outside the municipality;

(C) an exemption or deferral on the property enables a significant capital investment in physical infrastructure that

(i) expands the tax base of the municipality; and

(ii) will generate property tax revenue after the exemption expires [AND

1                   (3) HAS NOT BEEN USED IN THE SAME TRADE OR BUSINESS  
2           IN ANOTHER MUNICIPALITY FOR AT LEAST SIX MONTHS BEFORE THE  
3           APPLICATION FOR DEFERRAL OR EXEMPTION IS FILED; THIS  
4           PARAGRAPH DOES NOT APPLY IF THE PROPERTY WAS USED IN THE  
5           SAME TRADE OR BUSINESS IN AN AREA THAT HAS BEEN ANNEXED TO  
6           THE MUNICIPALITY WITHIN SIX MONTHS BEFORE THE APPLICATION  
7           FOR DEFERRAL OR EXEMPTION IS FILED; THIS PARAGRAPH DOES NOT  
8           APPLY TO INVENTORIES].



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March 10, 2017

**To:** Lamar Cotten  
Community Development Director

Dear Mr. Cotten:

These are the initial Proposed Alaska Small Business Development Center visits and workshops for Valdez in April and May 2017. Julie Nolen, Matsu Regional Director for aksbc and Russ Talvi, Fairbanks Region Director and Lead for Valdez will both come to Valdez for this first visit, workshops and introduction. Dates need to be confirmed with EDC Valdez and PWSC.

Wednesday, April 5th  
2:00 - 4:00 pm - Intro to QuickBooks

**Introduction to QuickBooks (2-Hours)** - Interested in using QuickBooks for small business financial management, but not sure if it is the right tool for you? Instructor, Julie Nolen, is a Certified QuickBooks Online ProAdvisor, who will provide an overview of the options available. This is not a hands-on class, and computers will not be necessary. Topics covered in this workshop include:

- Quickbooks versions and options
- Quickbooks Online vs. Desktop
- Add ons - Payroll, POS, Apps
- Basic navigation
- Overview of reports

5:30 – 7:00 pm Kick-Off Event – Introduction of Alaska Small Business Development Center Program in Valdez and Hot Business Trends Presentation by Julie Nolen.

- Upcoming workshop topics, schedule and logistics.
- One to One Business Advising and how to sign up to become an aksbdc client.
- Hot Business Trends Presentation – approximately 45 minutes
- Russ and Julie will be available to answer questions and meet business owners, managers and Valdez community.

I am in the process of finalizing the dates for the next two visits to Valdez with workshops and one to one advising in late April and early May. These workshops will be offered in the evening on Tuesday, Wednesday or Thursday.

- Late April - Using Quickbooks online. 4 hour class
- Early May - Build your own website. Two 3 hours sessions.

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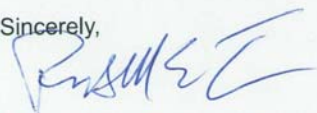
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These first three workshops will cover 2 of the 3 top requested workshop topics from the Valdez Business Survey. We will schedule a Tax Planning workshop to be presented by a CPA after the tax season rush and when the workshops resume in September.

We will need assistance from you, the EDC, City of Valdez and other community partners to promote this program in Valdez. I look forward to finalizing the other details of this project with you.

Sincerely,



Russell Talvi, Fairbanks Director  
Alaska Small Business Development Center - Fairbanks  
3750 Bonita Street  
Fairbanks, AK 99701  
email: russell.talvi@aksbdc.org  
office: (907) 456-7062