

Chairman
James Burton
Commissioners
Greg LoForte
Max Wiese
Robert Beedle
Kenneth Jones
Harbormaster
Tony Schinella
Admin Assistant
Brandy Griffith

HARBOR COMMISSION REGULAR MEETING
Jul 16, 2014 @ 12:00 PM
CITY HALL CONFERENCE ROOM

AGENDA

CALL TO ORDER

ROLL CALL

James Burton, Greg LoForte, Max Wiese, Robert Beedle and Ken Jones

- 1. APPROVAL OF REGULAR AGENDA**..... Page 1
- 2. APPROVAL OF MINUTES**
 - A. 4/9/14 Regular.....Page 2
- 3. COMMUNICATIONS BY VISITORS**
 - A. Linda Brown of NVE
 - B. Audience comments regarding agenda items (3 minutes per speaker)
- 4. HARBORMASTERS REPORT**.....Page 3
- 5. NEW BUSINESS**
 - A. Planning Staff Recommendation to Planning Commission, Disposal (Renewal of Lease) for old Sea Grant office (old Harbormaster office).....Page 4
 - B. Harbor Staff Recommendation to Harbor Commission, Disposal (Renewal of Lease) for old Sea Grant office.....Page 5
- 6. OLD BUSINESS**
 - A. Continue review of Master Plan
- 7. AUDIENCE PARTICIPATION**
- 8. MISCELLANEOUS BUSINESS**
- 9. COMMISSION COMMENTS**
- 10. ADJOURNMENT**

MINUTES
HARBOR COMMISSION REGULAR MEETING
WEDNESDAY, APRIL 9, 2014 @ 7:00PM
LIBRARY CONFERENCE ROOM

Call to order: This meeting was called to order by James Burton @ 7:00 pm.

Roll Call: In Attendance: Greg Loforte, Max Wiese, Ken Jones (phone), James Burton

Approval of Regular Agenda: M/ LoForte, 2nd/ Wiese, V/ Unanimous

Approval of Minutes:

- A. 3/12/14 Regular & 3/20/14 Special, M/LoForte, 2nd/ Wiese, V Unanimous

Communications by Visitors:

- A. Guest Speaker: None

Harbormaster's Report: The report was read aloud. (Printed copy available in Agenda packet.)

New Business:

- A. None

Old Business:

- A. Continue Master Plan review: Discussed Shipyard and potential changes. General consensus was to pursue filling more land to increase shipyard storage space, and also to look at expanding utility services. Discussed the need for a seine mending area.

Audience Participation: None

Miscellaneous Business: May 3rd will be Cordova Clean-up day, and there will be a Clean Harbor aspect of that happening at the same time.

Commission Comments: Wiese would like to see repairs on damaged H float fingers as a priority.

Adjournment: M/Wiese, 2nd/ LoForte, Unanimous to adjourn @ 8:30 pm

Harbormaster's Report

- Installed new ladder on Loading dock
- Replaced 10 pile hoops
- Reconnected 4 finger floats
- Repaired and replaced hoses on dock cranes
- Cleaned and made repairs to water scrubbing system at Shipyard
- Cordova Outboard decided not to renew lease on the old fuel dock shack. Our plan is to turn it into a snowblower shed and small work shop and tear down the old snowblower shed
- Refuse Dept. did not reconfiguring one harbor with side doors
- Public Works Dept. brought in 500 yards of fill at North Fill ramp and 30 Yards of fill at North maintenance yard and graded
- Marty Koker installed new privacy panels in south public restroom
- Marty Koker completed repairs to siding on Harbormasters office
- Northern lights electrical is continuing to make electrical repairs to H & G floats
- Received new Harbor truck
- Towed 3 vessels
- Conducted 111 haul outs at the Shipyard this year. 50+ lifts beyond last year at this time
- Issued 12 parking tickets
- Attended the USCGC Sycamore change of command
- Mike Eberhart retired
- Hired Jason Shapleigh. Start date NLT 15 Aug 2014
- Impounded 2 vessels and one trailer
- Attended P&Z meeting 8 July 2014
- Marine Exchange of Alaska finalized the Harbors Facility Security Plan and USCG has approved it.
- USCG Valdez will be conducting a Harbor Facility audit 23 July 2014
- Working with city Lobbyist and PWSEDD to locate funding for harbor replacement
- Had two meetings with NVE pertaining to the Clean Harbors Grant

Memorandum

To: Planning Commission

From: Planning Staff

Date: 7/3/14

Re: Disposal for “Old Sea Grant Office”

PART I – GENERAL INFORMATION

Requested Action: Recommendation to City Council on Disposal Method

Lot, Block, Survey: Portion of Lot 3, Block 7A, Tidewater Development Park

Parcel Number: 02-060-250

Zoning: Economic Development

Location Map: Exhibit in lease

PART II – BACKGROUND

This building has been leased to the Science Center at fair market value since 1999 in six different leases of various lengths of time. When their leases expired, they would begin a new lease with the City. The current lease will expire on July 31. The new proposed lease is for five years, expiring on July 31, 2019. Attached after this memo is the lease (Attachment A) which contains an exhibit of the property in question.

In the past when leases expire and the entity holding the lease has expressed interest in continuing to rent it, the Planning Department prepares a new lease document to go before City Council in the consent calendar with a resolution. At the July 2, 2014 City Council meeting, the council pulled this lease from the consent calendar and passed a motion to refer the lease back to staff so that it can go to the Planning Commission for a recommendation.

Since the lease is expiring and the Science Center wishes to enter into a new lease agreement, CMC suggests that the property go through the disposal process.

PART III – APPLICABLE CRITERIA

5.22.040 DISPOSAL OF CITY REAL PROPERTY – Application to lease or purchase.

E. The planning commission shall review the application, and recommend to the city council whether the city should accept the application, offer the real property interest for disposal by one of the competitive procedures in Section 5.22.060, or decline to dispose of the real property interest.

5.22.060 DISPOSAL OF CITY REAL PROPERTY – Methods of disposal for fair market value.

A. In approving a disposal of an interest in city real property for fair market value, the council shall select the method by which the city manager will conduct the disposal from among the following: 1. Negotiate an agreement with the person who applied to lease or purchase the property;

2. Invite sealed bids to lease or purchase the property;

3. Offer the property for lease or purchase at public auction;

4. Request sealed proposals to lease or purchase the property.

PART IV – STAFF RECOMMENDATION

Staff recommend the commission consider the lease itself as the application from the Science Center and move forward with their recommendation to City Council to dispose of the property by lease and direct negotiation.

PART V – SUGGESTED MOTION

“I move to recommend to City Council disposal by lease of a building locally known as the “Old Sea Grant Office” located on a portion of Lot 3, Block 7A, and Tidewater Development Park by negotiating an agreement (Method 1) with the Prince William Sound Science Center.”

Memorandum

To: Harbor Commission

From: Harbor Staff

Date: 7/16/14

Re: Disposal for “Old Sea Grant Office”

PART I – GENERAL INFORMATION

Requested Action: Recommendation to City Council on Disposal Method

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Parcel Number: 02-060-250

Zoning: Economic Development

Location Map: Exhibit in lease

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In the past when leases expire and the entity holding the lease has expressed interest in continuing to rent it, the Planning Department prepares a new lease document to go before City Council in the consent calendar with a resolution. At the July 8, 2014 Planning Commission meeting, the Commission passed a motion to refer the lease back to staff so that it can go to the Harbor Commission for a recommendation.

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A. In approving a disposal of an interest in city real property for fair market value, the council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the person who applied to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

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