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**Anchorage Port Commission Meeting**  
**Date: July 28, 2021**  
**Scheduled Time: 12 pm – 1:30 pm**  
**Location: Port Commission Chambers**

<b>Present</b>	<b>Port Commissioners:</b>	Brad Kroon, Chair; Bob Pawlowski, Vice Chair; Paul Mehler; Kevin Mackey; Simon Lisiecki; Aves Thompson; Ron Ward; Garret Wong
	<b>Staff:</b>	Steve Ribuffo, Port Director; Sharen Walsh, Port of Alaska Modernization Program Director; Cheryl Beckham, Finance and Administration Manager; Shannon Martindale, Operations & Maintenance Superintendent; Roy Blain, Engineering Manager; Jim Jager, Director of Security and Business Development; Paul Rotkis, Safety Coordinator; Diane Bickford, Executive Assistant
	<b>Guests:</b>	Bert Mattingly (Menzies), Casey Sullivan (Marathon), Chris Vernon (Northstar), Dylan Faber (Matson), Eugene Haberman (Self), Greg Miller (Crowley), Lev Yampolsky (Petrostar), Tom Reuter (ALMAR), Tou Yang (Delta Western), LT Hadley Owen (NOAA), Ryan Zins (ABI), Peggy Rotan (Self), Craig Valdez (AK Legislature/Sen Holland), Jeff Bool (Jacobs); Travis Frisk, Muni CFO; Kolby Hickel, MOA Deputy Municipal Manager for Enterprise Services
<b>Absent</b>	<b>Port Commissioners:</b>	<b>Andrew MacLeod</b>
	<b>Staff:</b>	

- I. **The meeting was called to order at 12:05 pm**
  - A. Roll Call of Port Commissioners – Attendance shown above. There was a quorum.
  - B. Self-introductions by those present – See “Guests” above
  
- II. **Safety Minute** – Mr. Rotkis addressed the issue of needing to take new precautions as a result of the COVID-19 Delta variant outbreak. He reminded all in attendance of the mask and quarantine protocols, and related travel precautions.
  
- III. **Approval of Agenda**
  - A. It was moved for approval by Commissioner Pawlowski, and seconded by Commissioner Mehler.
  - B. The Agenda was approved.

**IV. Approval of Minutes of May 26, 2021**

A. Commissioner Mackey moved to approve the minutes as presented; seconded by Commissioner Pawlowski. The minutes were approved with some minor grammatical corrections requested.

**V. Port Director's Comments** – Mr. Ribuffo took the opportunity to welcome back to work Mr. Rotkis, who had been on extended leave for medical reasons. All remarked how pleased they were to see his recovery and how happy they were to see him back to work. Mr. Ribuffo then welcomed the Commissioners and guests to the newly outfitted port conference room, which had not been used for commission meetings since the A/V and furniture upgrades were put in place.

**VI. Informational Items**

A. Operations and Maintenance – Shannon Martindale provided an update on the status of port operations, and how operations were being handled while the PAMP construction efforts were under way. Her focus was on the work still being done to de-conflict PCT construction activities and access into and out of POL2.

B. Engineering Matters – Once again, Sharen Walsh handled this update while the as-yet-unfilled Engineering Manager position was still being advertised. As to ongoing engineering work, she briefed on the upcoming wharf pile jacket program, the pending repair work that was needed at the Ship Creek Boat Launch and the pending application for a State Harbor Maintenance Grant to help offset the latter cost. Sharen then gave a status update on the Michael Baker analysis of the wharf condition and life expectancy, that we hope will be completed for presentation by the next commission meeting. She also presented on the effort being done to create a storm drain management plan. Additionally, she presented on the pending large vessel fire fighting support training that would soon get under way for AFD, which the Port was able to get funding for through FEMA's Port Security Grant Program.

C. Port Modernization Program – Sharen Walsh also handled this item, bringing the Commission up to speed on the status of the PCT construction, which included updates on: 1) the platform hose tower and control building, 2) the fendering system for the platform and breasting dolphins, and 3) the relocation of the south floating dock. Also covered was the set-up work for starting the design effort on the cargo docks and a "refresher" for the commissioners on just what the Assembly-approved concept looked like. Sharen then briefed on the Port's pending "214 Agreement" with the Corps of Engineers, design to expedite future permitting actions for both PAMP and other port permit-related actions, which sparked a lot of conversation about permitting, permit types, and associated timelines. Sharen then laid out the other PAMP related activities; namely the design and construction of both the new admin building and the partial removal of the North Extension, and maturing the cargo dock design from concept through preliminary design (30%), to final. Lastly, the Commission was made aware of a pending meeting called by the Mayor so that Mr. Paul Fuhs (who was on the Mayor's transition team) could present an alternative design for the cargo docks. The Commission was invited to send an attendee, but staff would brief the results at the next commission meeting—sooner if necessary.

D. Finance Matters – Cheryl Beckham briefed the status of the Port's finances through the end of June. Copies were provided to the commissioners in their packets. There were several clarifying questions asked by commissioners, which Cheryl answered to

their satisfaction. Cheryl also reminded the Commission that shortly we'd be starting the annual review of the PCT-related tariff changes for debt service coverage that was directed by the Assembly. The update should be ready for the Commission by their next meeting. Lastly, Cheryl mentioned that the Port's 2020 financials will be posted on our website shortly, and that soon we would be starting preparations for our 2022 budget presentations to the Assembly. That too can be provided at the next Commission meeting. Several commissioners requested e-mailed copies of the financials, which we will provide.

E. Security & Business Development – Jim Jager informed the commissioners of our recent \$1.7 million award received in the form of a FEMA port security grant. The included projects are: 1) a new access control system, 2) updates to the microwave system that connects our security cameras, 3) security gate enhancements, and 4) CCTV hardware upgrades. Jim informed the Commission that the Port now has grant writing assistance through a contract with Moffatt & Nichol (M&N). They were key to preparing the previously mentioned successful port security grant application. Jim further mentioned that M&N will assist in preparing a Port Infrastructure Development Grant application for funding for the North Extension stabilization work previously mentioned by Sharen Walsh. Jim also reported on the recently-completed Coast Guard security inspection where no discrepancies were found. This conversation spurred a lot of discussion surrounding cybersecurity issues that we will need to be more sensitive to as our infrastructure matures. Lastly, Jim discussed our ongoing efforts with respect to port tours for legislators and assisting City Hall with information needed for other related lobbying efforts.

**VII. Old Business** – There was no old business to complete.

**VIII. New Business** – There was no new business to present for commission action.

**IX. Public Comments** – Mr. Eugene Haberman made several recommendations on how the staff could better improve document markings before the meetings. The Port staff can easily accommodate these recommendations.

**X. Port Director's Closing Comments** – Mr. Ribuffo provided some additional back story regarding the upcoming meeting with the Mayor and Mr. Fuhs on the latter's proposed cargo dock design alternative. He also mentioned the due date for the completion of the HDR rate study, and that an outbrief was added to the scope to respect that the contract started before the new Administration took office and some amount of additional briefing would be necessary to bring them up to speed. Steve also took the opportunity to opine on the Ship Creek Boat Launch situation, namely that it's non-money making infrastructure we maintain as a public service, in spite of the cost. In closing, a question was asked as to the status of the litigation, which Steve provided. There were also questions asked regarding the status of commissioners still serving but whose terms have expired. Mr. Ribuffo shared that the new Administration was aware of this predicament—which extends beyond this commission—and an individual has been assigned to re-organize boards and commissions. There will be more guidance to come on the subject. In the meantime, Commissioners can continue to serve until officially released in writing by the Mayor.

- XI. Commissioners Around the Horn** – Commissioner Mackey was very complimentary of the PCT work being done by Pacific Pile & Marine pile drivers and wanted to share that with the group. Commissioner Pawlowski informed the Commission of his work with the local Navy League chapter to refurbish the anchor from the *USS Anchorage* that is on display at the Ship Creek Boat Launch. There were no other commissioner comments. However, by way of re-direct, Mr. Ribuffo mentioned that the Port would be hosting this year's meeting of the Alaska Association of Harbormasters & Port Administrators at the Hotel Captain Cook from October 25 through October 28.
- XII. Next Meeting:** September 22, 2021
- XIII. Meeting Adjourned at 1:21 pm**

DRAFT