

CBJ DOCKS AND HARBORS BOARD
REGULAR BOARD MEETING MINUTES
For Thursday, July 30th, 2020

I. Call to Order

Mr. Etheridge called the Regular Board Meeting to order at 5:00 pm in the Port Director's Office via Zoom.

II. Roll Call

The following members were present via zoom or in person: Chris Dimond, David Larkin, Annette Smith, Bob Wostmann, and Don Etheridge (in person).

Absent: Jim Becker, Steve Guignon, Mark Ridgway, and James Houck

Also present at the Port Directors Office were the following: Carl Uchytel-Port Director, Erich Schaal- Port Engineer, Matt Creswell – Harbormaster, and Teena Larson-Administrative Officer.

III. Approval of Agenda –

MOTION By MR. LARKIN: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

IV. Approval of June 25th, 2020 Regular Board Minutes and July 22nd, 2020 Special Board Minutes.

Minutes were approved as presented.

V. Public Participation on Non-Agenda Items – None

VI. Consent Agenda – None

VII. Unfinished Business – None

VIII. New Business –

1. Decision to and Assignment of FY2021 Board Special Ad Hoc Committees. Mr. Uchytel said he brought these forward for consideration of the Board. With exception of the Finance Sub-Committee, most of Docks & Harbors business is conducted at the Operations/Planning Committee. The Board can populate the committee's below, add more, or do away with the work groups.

A. Finance Sub-Committee

Mr. Wostmann recommended to stand up this Committee again this year. He said he will volunteer to be the Chair of this Committee if it is the wish of the Board. He believes there is a difficult year coming. This group can take a closer look at the finances and make a recommendation to the Board.

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Mr. Etheridge appointed Mr. Westmann as Chair of the Finance Sub-Committee.

Mr. Dimond volunteered to continue to be on this Committee.

Mr. Westmann said there are four absent Board members today. He will call the absent members, and also the members that are here, to see if they would be interested to be on this Committee. He would like to have three or four members on this Committee.

Mr. Etheridge said he is automatically on all Committee's as a voting member because he is Chair of the Board.

Mr. Larkin said being new to the Board, and not familiar with all the Committee's, he would be willing to fill in wherever he would be a good fit.

Mr. Etheridge said Mr. Larkin would be a good fit and he is now on the Committee.

Mr. Westmann recommended having a short meeting as early as practical in the next week. This would be for the members to get together and establish what their goals are for the year, meet with staff, and familiarize new members with the Committee. He said he will work with Mr. Uchytel to determine a good time to meet.

There was no objection.

B. Visitor Industry Task Force Work Group

Mr. Etheridge said he volunteers to be on this working group. This will be an important group to come up with an answer to the Assembly in response to the draft report.

No other volunteers at this time. It will remain open until the next meeting for more members.

C. Commercial Use of Docks & Harbors Property Policy Work Group

Mr. Etheridge said this Committee will be dissolved due to having it for two years and there has been no meetings. Any action needed on this topic will go before the Board.

There was no objection

D. Liaison to CBJ Assembly Lands Committee

Mr. Dimond said he will continue to be on this Committee.

There was no objection.

E. Liaison to South Douglas/West Juneau Plan

Ms. Smith asked what this would involve?

Mr. Uchytel said CDD has executed a number of these plans throughout the City. They started at Auke Bay. The plan is to augment the zoning plans and bring the public that lives in those areas together to talk about changes to zoning needs and visualize what the future of a certain area can be. The Auke Bay and the Lemon Creek plans are completed. They are currently working on the South Douglas/West Juneau plan. They have already had a couple of meetings and Chris Mertl is the contractor for CDD. The meetings are in

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a work group forum to hear what people want in this area and the process typically lasts a year. When there is a harbor in the plan area, they will ask a Board member to participate.

Mr. Wostmann said he lost internet connection and is just attending by phone now.

Ms. Smith said she might be interested.

Mr. Etheridge said Ms. Smith is Liaison.

There was no objection

F. Liaison to Auke Bay Plan Steering Committee

Mr. Wostmann said he will continue to be Liaison to this Committee.

There was no objection

G. Port Director's Evaluation Committee

Mr. Etheridge said the members on this Committee are the Committee Chairs.

Mr. Etheridge

Mr. Ridgway

Mr. Wostmann

There was no objection

H. Other Committees - None

Board Questions –

Ms. Smith asked if there should be a security committee?

Mr. Etheridge said this topic has been handled through the Operations Committee. He commented that there has been a big change to the security camera topic and asked Mr. Creswell to provide an update.

Mr. Creswell said there are now security cameras at Aurora and Harris Harbors with the capability to add more. We hope to add four to eight more in the next couple of weeks when the cameras come in. He had a conversation with the CBJ MIS department and they have found a way for us to get good connectivity to the Douglas Harbor upland. Next week he said Mr. Schaal and he will go for a site visit to show where we want cameras in Douglas. MIS said it will be ready in a two to four month timeframe. There is continuing progress on the cameras at Amalga and we have the ability to upgrade the wi-fi at Statter Harbor. Everything is on track for upgrading the cameras in the Harbors.

Ms. Smith said this far exceeds her expectations.

Public Comment – None

X. Items for Information/Discussion

1. American Association of Port Authorities (AAPA) Support Letter

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Mr. Uchytel said starting on page 14 in the packet is a letter from AAPA to the Trump administration asking for COVID 19 future funding relief for ports. There are 69 Port Directors throughout the country that signed this letter last week. He wanted to make sure the Board knows that AAPA is actively lobbying for COVID relief and part of this money is for PPE, lost revenue, and many other things. There is no guarantee this will go anywhere but they are working on our behalf in D.C. for COVID relief funds.

Board Discussion/Public Comment

Mr. Wostmann asked if there was a negotiated membership rate with AAPA yet?

Mr. Uchytel said with the Boards direction, the Port Director was to become a member of AAPA and get the best deal he could. Based on our Port throughput, the rate would have been \$12,600 but he asked if they would take \$10,000 and they agreed with that amount.

Mr. Larkin asked in the letter, in the fourth paragraph, they are asking congress to provide \$1.5 billion for ports to cover the ... He asked if Mr. Uchytel knew where that amount came from?

Mr. Uchytel said that was a number that AAPA came up with.

X. Committee and Member Reports

1. Operations/Planning Committee Meeting – Wednesday, July 22nd, 2020 – None
2. Member Reports – No reports
3. Assembly Lands Committee Liaison Report – Mr. Dimond said nothing to report
4. Auke Bay Steering Committee Liaison Report – Mr. Wostmann said nothing to report

XI. Port Engineer's Report

Mr. Schaal said he sent an email out with the comments matrix that Mr. Ridgway asked for at the last Operations/Planning meeting. If any of the Board members have comments, they can be added to the excel document. He will then update all the comments and send out again so members can see all the comments. If any member does not want to use excel, comments can be emailed to him. He requested all comments be made in the next two weeks.

XII. Harbormaster's Report

Mr. Creswell reported:

- The Port crew finished the cruise ship concrete float sealant project.
- He is working diligently to get the Lumberman permit approved. There is a process to follow with timelines for EPA approval.
- He is working on cameras.
- The Harbors are super busy.
- Staff is doing well and everyone is in good spirits.

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Ms. Smith said she noticed how busy the harbors are. She asked if there is any long-range plan to start looking at launch areas for expansion or figure out how to handle a growing need?

Mr. Uchytal said right now we have \$2M set aside for North Aurora, which has been the direction of the previous Board to pursue. Over the past 18 months, staff brought forward plans for North Douglas Launch Ramp expansion but there is no fiscal resources to move forward with this project. For this to move forward we would need to work with the Assembly to put this on the 1% sales tax ballot for October of 2022 or take out a revenue bond. These things are possible but the Board has not made the North Douglas launch ramp expansion top priority.

XIII. Port Director's Report –

Mr. Uchytal reported:

- Management of our tideland leases is a major revenue producer for Docks & Harbors. The most valuable lease we manage is a lease to Goldbelt for the Mt. Roberts Tram that is valued at \$300 per sq/ft and we get about \$276,000 per year. This lease is up for review July 2020. There are also six other leases up for review and most are commercial properties. He said he had a discussion with Mr. Horan with Horan & Company and he indicated that the property values are not decreasing. Mr. Uchytal said in the case of the Tram, they may say that they have zero revenue this year and it may be difficult negotiations.
- UnCruise is the only cruise ship operating in Southeast this summer. The first of five sailings will depart this Saturday.
- He will be on leave for the August Board meeting as well as Ms. Larson and Mr. Schaal. He said it could be moved to an earlier date, a later date, or only have the Operations/Planning meeting next month.

Mr. Etheridge recommended to schedule the Operations/Planning meeting and if something comes up that needs the Boards attention, a Board meeting could be scheduled before the Operations meeting.

Ms. Smith asked if the City or Harbors has been looking into purchasing Dehart's? Mr. Uchytal said we have not seriously considered the purchase. There are several other properties that would fit nicely in our portfolio, but at this point, we do not have any money.

XIV. Assembly Liaison Report – None.

XV. Board Administrative Matters

- a. Ops/Planning Committee Meeting – Wednesday, August 19th at 5:00 pm
- b. Board Meeting – Thursday, August 27th at 5:00 pm -Cancelled
- c. Finance Sub-Committee Meeting Scheduling – Mr. Wostmann will work with Mr. Uchytal to schedule a meeting next week.

XVI. Adjournment - The meeting was adjourned at 5:42 p.m.