

CBJ DOCKS & HARBORS BOARD
CIP / PLANNING COMMITTEE MEETING AGENDA
For Thursday, November 18, 2010

- I. Call to Order** (Meeting to follow the Special Board at 5:00 p.m. in the **ASSEMBLY CHAMBERS**).
- II. Roll Call** (Mike Williams, Kevin Jardell, Eric Kueffner, Jim Preston, Bob Wostmann, Tom Donek).
- III. Approval of Agenda.**
MOTION: TO APPROVE THE AGENDA AS PRESENTED OR AMENDED.
- IV. Public Participation on Non-Agenda Items.**
(Not to exceed five minutes per person or twenty minutes total time).
- V. Approval of October 21, 2010 CIP/Planning Meetings Minutes.**
- VI. Items for Action.**
 1. Fisherman's Bend and Andrew's Marina Property Offer

Public Discussion

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING
 2. Norway Point to Harris Harbor Planning

Public Discussion

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING
- VII. Items for Information/Discussion.**
 1. Cruise Terminal Rest Room Designs
Presentation by Port Engineer

CBJ DOCKS & HARBORS BOARD
CIP / PLANNING COMMITTEE MEETING AGENDA
For Thursday, November 18, 2010

VIII. Member & Staff Reports.

IX. Committee Administrative Matters.

Next Meeting: December 9, 2010

X. Adjournment.

CBJ DOCKS & HARBORS BOARD
CIP/PLANNING COMMITTEE MEETING MINUTES
For Thursday, October 21, 2010

I. Call to Order.

Committee member Mr. Williams called the meeting to order at 5:00 p.m.

II. Roll.

The following members were present: Mr. Williams, Mr. Wostmann, Mr. Kueffner, Mr. Donek and Mr. Preston.

The following member was absent: Mr. Jardell.

Also in attendance were: Mr. Stone – Port Director and Mr. Gillette – Port Engineer.

III. Approval of Agenda.

Mr. Gillette added one more item for action, which is #5 the Archie VanWinkle Memorial transfer.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED. The motion passed without objection.

IV. Public Participation.

Mr. Jim Becker is here to testify regarding Aurora Harbor representing the Fisheries Development Committee. They had a meeting the other night and they are concerned about the condition of the harbor. His request here tonight is to give a sense of urgency to the item of rebuilding the facility. He is aware that funding is a problem, but would just like to be on the record to express his concerns about this facility.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Kueffner: ASK UNANIMOUS CONSENT TO APPROVE THE PREVIOUS MINUTES OF August 19, 2010. The motion passed without objection.

VI. Items for Action.

1. Juneau Port Construction.

Mr. Lockwood who is the manager of the Juneau Port Development LLC is here to update the progress of establishing the conditions necessary to construct a harbor at the Little Rock Dump location. He went over the history with the committee members at this time. He went over the original lease agreement and explained what took place at that time and stated that PN&D did a draft cost estimate at that time (See attached draft). His main purpose this evening is to request an extension of approximately two years to complete the permit application requirements. He went on with a power point presentation to explain the projected project to them with specific intentions to build the facility. Mr. Lockwood went on with his power point presentation to point

the rock pile will be and what the facility concept looks like. He stated that this concept was an original concept and they have not done anything regarding the size of the facility.

Mr. Lockwood went over the boundary lines with the committee members at this time along with further discussion regarding the entire project.

Mr. Preston just wanted to clarify with Mr. Lockwood that his reasoning for being here this evening is to request an extension of the original lease.

Further discussion among the committee members and Mr. Lockwood took place at this time.

MOTION by Mr. Kueffner: ASK UNANIMOUS CONSENT TO FORWARD THIS TO THE FULL BOARD FOR THE REQUEST OF THE LEASE EXTENSION AND THE APPROVAL OF THE CONCEPT FOR THE LITTLE ROCK DUMP PROJECT. The motion passed without objection.

Further discussion regarding the approval of the original concept took place among the committee members at this time.

2. The Direct Market Fisheries Grant Study Grant.

Mr. Gillette stated that in the committee members packet is a two page statement of work that was submitted for a grant from the Alaska Fisheries Development Foundation to do a study of direct marketing for fisherman in Juneau. The intent was to take a look at and survey fisherman to determine the need and willingness to participate in direct marketing of fish sales. It is occurring sporadically throughout the local harbors.

The idea was to look at this and maybe come up with a physical location possible at Statter Harbor and someplace down town that might have some related facilities that better support direct fish marketing with possible signage and promotion strategies for when these fishermen come in and want to sell their product. After that we would have a consultant do the research and design.

Mr. Gillette stated that the grant is \$25,000.00 and has been awarded to us with the statement of work being a submission of what we are going to do and submit design.

Public Comment:

Mr. Watson, 9333 Northland Street, said that he feels this is a good project and stated he has had first hand experience with this and commented that he would anticipate that Docks and Harbors would reap some revenue from this so that it would not be a free service from the fishermen when they pull up to the dock.

Further discussion among the committee members took place at this time.

MOTION by Mr. Kueffner: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE BOARD APPROVE THE GRANT FOR \$25, 000.00. The motion passed without objection.

3. Cruise Terminal Rest Room Report.

Mr. Gillette stated that this is a topic that has come up recently. He stated that during the planning of our improvements at the cruise terminal the issue was raised about the need for additional restrooms in the area. He stated that they did a study to try and identify what the use of the restrooms is down by this area. We hired JYL to do this study (see attached report).

Mr. Gillette stated that most of the use is at the tram plaza area and went over some of the other areas that have public restrooms. After JYL did their survey and observation they reported that there is a lot of congestion but although this area looked congested each time they went into the restrooms there were stalls available. They also spoke with the vendors that are down there every day and the vendors stated that one of the consistent questions was where the restrooms are?

In conclusion there isn't a lack of facilities, but it is a lack of visibility. The other issue expressed by the vendors is when they are down in these areas early in the morning the facilities are not open yet. Mr. Gillette just wanted to make the committee aware of what information was found.

Further discussion among the committee members and Mr. Gillette took place at this time.

Public Comment:

Mr. Thoma stated that he has been very aware of the restroom issues for the past twenty years and believes there is adequate numbers of restrooms including the individual ones on the cruise ships. He stated that Merchants Wharf should also be included as a public area of use for restrooms.

He reiterated about the cost for building and maintaining these facilities. He believes that if there were to be any additional restrooms it should be where the Goldbelt restrooms are.

Mr. Gillette stated at this point staff is asking if we should still go forward with the design options for restrooms even after the survey came back with the conclusion that there are adequate enough facilities. One possibility would be to make better signage and that there also be more consistent hours of operations.

MOTION by Mr. Wastmann: ASK UNANIMOUS CONCENT TO RECOMMEND THAT STAFF PROCEED WITH THE IMPLIMENTATION OF THE RECCOMENDATIONS FROM THE REPORT THAT WAS PRESENTED BY JYL. The motion passed without objection.

4. Under Bridge Park Concepts.

Mr. Gillette is using a power point presentation to point out the area which we will be talking about this evening. He went over the concept with the committee members at this time.

Skye Stekoll who is with the CBJ Engineering Department is the project manager involved with the planning effort and went over the 3 conceptual designs with the committee members at this time. The concepts are just conversation ones to get an idea of what they are looking at doing.

Discussion among the committee members and Mr. Stekoll took place at this time regarding certain areas of the design concepts.

Mr. Gillette went over the proposed concept for purposes of what the needs would be for Docks and Harbors.

More discussion took place regarding the Dock and Harbors concept and the specific use of the area.

One main issue that was brought up was the operations of a kayak rental shop and the safety issues with the waterway there.

There was no action needed on this item at this time.

5. Contract Conveying Interest of the Archie Van Winkle Memorial.

Mr. Gillette stated that this memorial is located down by the tram and briefed the committee members of the history involved with it. Mr. Gillette wanted to let the committee members know that Mr. Carothers would like pass this honor of taking care of this memorial on to the city and stated there is a draft contract for the committee members to review (See attached).

Further discussion regarding this item took place among the committee members and Mr. Gillette at this time.

Mr. Gillette just wanted to let the committee know about this and if the committee members do not have any objections basically direct staff to work with the Law Department and Mr. Carothers to come up with a document that will be ultimately approved by the Board and a resolution by the Assembly.

The committee and Mr. Gillette went over some of the wording of the contract at this time.

Mr. Gillette stated that with the concurrence of the committee he would move to work out the details and get something prepared to present to the full Board.

VII. Items for Information/Discussion.

1. Norway Point to South Harris Planning.

Mr. Gillette stated that this was discussed at the CIP prior meeting and he has a scope of work from the architects that was previously selected and said because of the timing of the under the bridge planning he had them do a little work utilizing our ideas. They are moving forward and will see some of our ideas in the future

2. Marine Park/Sea Walk Planning.

Mr. Gillette reported that the Engineering Department has a request for proposal now to hire a planning and design consultant to look at options for Marine Park and a Sea Walk that would connect from the dock area and go in front of the Merchants Warf and Seadrome building and then out to Eagan Drive. This would compliment the other side that was discussed earlier in this meeting. There will be some coordination and planning issues that will be brought back to this committee at a later date.

Further discussion took place among the committee members and Mr. Gillette took place at this time.

VIII. Member & Staff Reports.

No reports at this time.

IX. Committee Administrative Matters.

The next meeting is scheduled for November 18, 2010 at 5:00 pm in the City Chambers.

X. Adjournment.

MOTION by Mr. Wostmann: ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING. The motion passed without objection.

The meeting was adjourned at 6:45 p.m.

Teena Scovill

From: John Stone
Sent: Tuesday, November 09, 2010 12:50 PM
To: Teena Scovill
Cc: Gary Gillette
Subject: Fwd: property offer

Can you print this off for cip action item?

Begin forwarded message:

From: Heather Marlow <Heather_Marlow@ci.juneau.ak.us>
Date: November 9, 2010 11:17:37 AM PST
To: John Stone <John_Stone@ci.juneau.ak.us>
Cc: Gary Gillette <Gary_Gillette@ci.juneau.ak.us>
Subject: FW: property offer

John,
Simple but direct. Is this sufficient for presentation to the Harbor Board?
Heather

From: Troy & Sharon Andrew [<mailto:fish30bend@aol.com>]
Sent: Tuesday, November 09, 2010 10:15 AM
To: Heather Marlow
Subject: property offer

Hello Heather,

Confirming our telephone conversation I am offering to sell the property known as Fisherman's Bend and Andrew's Marina to the City and Borough of Juneau for four million dollars (\$4,000,000.00) with a minimum down payment of five hundred thousand dollars (\$500,000.00). If the CBJ is interested in acquiring this property, we can negotiate the remaining terms and conditions of sale. Please advise me if this e-mail is sufficient for presentation to the Board and if not, what more you need at this time. Thank you.

Troy Andrew

Professional Services Fees

Prepared by: Gerald Gotschall, NWA Project Architect
Date: 11/15/2010

CBJ-Dock & Harbors - Norway Point to Harris - Direct Seafood Marketing Planning

		Hours		
		NWA Arch	NWA Support	PND
		\$	\$	
Pre	Establish scope, Work Plan, Submit fees. Work Plan, project scope, Admin. Initial Meeting with CBJ Docks & Harbors Pre design, Area A Bridge conceptual drawings.	2 4 16	65.00	
Task I	Analysis & Initial Design: Gather & Review Site information, (Yacht Club to Bridge) Gather & review, analyze existing studies, plans Gather plans, drawings, photos of District.	2		2
Task II	DEC & ADF&G Regulations Research requirements of governing agencies, codes.	6		
Task III	Direct Market Seafood Sales Research, identify key elements of direct marketing seafood.	16		
Task IV	Site Investigation Review site, development criteria, test areas of exiting harbor facilities against criteria Create base drawings Charrette - 1-day with team, area concept design Recap on meetings, draft report, meeting notes, graphics revisions	2 4 16 4		8 8
Task V	Fisheries Survey Implement & document simple survey Interviews with fishermen, recorded, photos & notes Record facility needs, willingness to utilize facilities.	16		6

Task VI	Develop site plan concepts Concept plans for identified sites. Meeting with team. Site options. Prepare matrix of evaluations recommendations. Program & Technical Review.	6.64 2	6
Task VII	Develop design diagrams, Program Concept diagrams, programming of physical needs for Seafood facilities Precedence study, images of existing, sim. sized facilities Propose building design concepts.	8 2 2	6
Task VIII	Develop marketing, advertising concepts Simple concepts as they occur during charrette discussions	0	
Task IX	Report Prepare report of findings & recommendations for Direct Market Seafood facility. Include site technical info.	8	
Task X	Prepare Presentation Prepare presentation of materials for future committee & public meetings. Packet & Slide show.	4	6
Total Hours		121	42
Subtotal Fees \$		13,270 \$	2,730
PND Engineers, Civil - Sub consultant Fees			\$ 4,000
TOTAL Professional Services Proposal		\$ 20,000	Lump Sum