

**CBJ DOCKS & HARBORS BOARD**  
**REGULAR MEETING MINUTES**  
**For Thursday, January 26, 2006**

I. Call to Order.

Chairman Simpson called the Regular Board Meeting to order at 7:00 p.m. in the CBJ Assembly Chambers.

II. Roll Call.

The following members were present: Mr. Dore, Mr. Etheridge, Mr. Fisk, Mr. Knapp, Mr. Kueffner, Mr. Preston, Mr. White, and Mr. Simpson.

The following Member was absent: Ms. Jebe.

Also present were the following: Mr. Stone--Port Director, Mr. McCall--Harbormaster, Mr. Kriebler—Port Engineer, and Mr. Dybdahl – CBJ Assembly Liaison.

III. Approval of Agenda.

Mr. Stone requested under Items for Action, #5 to delete MEBA Employee Labor Contract Ratification and to replace #5 with Approval of \$89,000 Amendment to PN & D Engineering Contract for the Auke Bay Commercial Loading Facility.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED.**

The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

No public testified.

V. Approval of Previous Meeting Minutes.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON DECEMBER 29, 2005 AS PRESENTED.**

The motion passed without objection.

VI. Consent Agenda.

1. Marina Management System Purchase.

**MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO AUTHORIZE THE PORT DIRECTOR TO PURCHASE A REPLACEMENT MANAGEMENT AND ACCOUNTING SYSTEM AND ASSOCIATED EQUIPMENT IN AN AMOUNT NOT TO EXCEED \$35,000, SUCH FUNDS TO BE PROVIDED BY AN EQUAL SHARE OF THE DOCK ENTERPRISE FUND AND THE HARBORS ENTERPRISE FUND.**

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VI. Consent Agenda (cont'd).

The motion passed without objection.

VII. Items for Action.

1. Proposed Amendments to the Waterfront Sales Permit Regulations.

Mr. Etheridge referred this topic to Mr. Stone to give further information to the Board Members.

Discussion followed with Mr. Preston, Mr. Kueffner, Mr. Fisk, Mr. Stone, and Mr. Etheridge.

**MOTION by Mr. Etheridge: MOVE TO PROPOSE AMENDMENTS TO THE WATERFRONT SALES PERMIT REGULATIONS PROVIDING FOR ADMINISTRATIVE AUTHORITY TO ADDRESS TOUR SALES COMPANIES AS PRESENTED BY THE OPERATIONS COMMITTEE, TO HOLD PUBLIC HEARINGS AT THE MARCH 14, 2006 OPERATIONS COMMITTEE MEETING AND THE MARCH 30, 2006 REGULAR BOARD MEETING AND TO TAKE FINAL ACTION AT THE MARCH 30, 2006 REGULAR BOARD MEETING.**

Mr. Fisk seconded the motion.

Mr. Kueffner added a friendly amendment to the motion: **ASK UNANIMOUS CONSENT TO STRIKE ALL THE LANGUAGE FOLLOWING TOUR PRODUCT ON PAGE 2 SECTION 05CBJ 10.080 ENFORCEMENT AND PENALTIES SECTION (B), MR. DORE SUGGESTED ALSO TO CHANGE THE PORTION AFTER THE WORD ENGAGED IN, TO READ FRAUD OR GROSS NEGLIGENCE.**

Mr. Preston seconded the friendly amendment.

The amended motion to change the language of the regulations passed without objection.

The main motion passed unanimously.

2. 2008 Tall Ships Challenge.

Mr. Etheridge gave a short summary of this topic and then referred to Mr. Stone for further details.

Discussion followed with Mr. Fisk, Mr. Stone, Mr. Knapp, and Mr. Preston.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO AUTHORIZE THE PORT DIRECTOR TO ENTER INTO A CONTRACT WITH THE AMERICAN SAIL TRAINING ASSOCIATION IN AN AMOUNT NOT TO EXCEED \$30,000 FOR SERVICES RELATED TO ORGANIZING AND MANAGING A TALL SHIP CHALLENGE EVENT IN JUNEAU DURING THE SUMMER OF 2008 TO COMMEMORATE THE 50<sup>TH</sup> ANNIVERSARY OF ALASKA STATEHOOD, SUCH FUNDS TO BE PROVIDED BY THE PORT ENTERPRISE FUND.**

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VII. Items for Action (cont'd).

There was further discussion with Mr. Preston, Mr. Kueffner, and Mr. Stone.

The motion passed without objection.

3. Tideland Lease Approval – ATS 3, Block 83, Lot 9B Fraction.

Mr. Etheridge deferred this topic to Mr. Stone to explain in further detail.

Discussion followed with Mr. Preston, Mr. Kueffner, Mr. Stone, and Mr. Knapp.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE APPLICATION FOR A TIDELANDS LEASE FOR ATS 3, BLOCK 83, LOT 9B FRACTION AS RECOMMENDED BY THE OPERATIONS COMMITTEE AND TO REQUEST THE CITY ATTORNEY TO DRAFT AN ORDINANCE FOR ASSEMBLY APPROVAL OF THE LEASE.**

The motion passed without objection.

4. Cruise Ship Terminal Visitor's Center Remodel.

Mr. Fisk gave a short summary of this topic and then deferred to Mr. Kriebler to explain in further detail. After Mr. Kriebler's report, Mr. Fisk added further information to the Board Members.

**MOTION by Mr. FISK: TO REQUEST THE ASSEMBLY APPROPRIATE \$50,000 FROM THE PORT MAINTENANCE FUND FOR THE PURPOSE OF REMODELING THE VISITOR'S CENTER AT THE CRUISE SHIP TERMINAL TO BETTER ACCOMMODATE THE U.S. CUSTOMS SERVICE AND THE JUNEAU CONVENTION AND VISITOR'S BUREAU.**

Mr. Knapp seconded the motion.

Discussion followed with Mr. White, Mr. Kueffner, Mr. Knapp, and Mr. Fisk.

The motion passed with five yes votes and three no votes.

5. Amendment to PN & D Engineering Contract for the Auke Bay Commercial Loading Facility.

Mr. Kriebler gave a short presentation on this topic.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE AN \$89,000 AMENDMENT TO THE PN & D ENGINEERING CONTRACT FOR THE AUKE BAY COMMERCIAL LOADING FACILITY.**

Discussion followed with Mr. Knapp, Mr. Kriebler, Mr. Preston, Mr. White, Mr. Kueffner, and Mr. Simpson.

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VII. Items for Action (cont'd).

Mr. Simpson said because of the extensive discussion on this topic he would like for Mr. Krieber to submit a detailed tabular breakdown of this particular project from the beginning in the CBJ Engineering Department to the present.

The motion passed without objection.

VIII. Items for Information/Discussion.

There was none.

IX. Committee, Members & Staff Reports.

1. Finance Committee Meeting – January 19, 2006.

Mr. Preston gave a quick report of his last Finance Committee Meeting. He said that most items have been covered in tonight's meeting. He did say that the majority of his meeting was the discussion of the Passenger-For Hire and Statter Harbor Parking Lot Regulations.

He added that the Committee asked Staff to bring a revised schedule for the inspected vessel based on a per seat proposal, back to the next Finance Committee Meeting in February.

Mr. Preston said that notices have been sent out to the Lessee of the Franklin Dock Tidelands and the Lessee of the Mt. Roberts Tram Tidelands to let them know that the Docks & Harbors Board is adjusting the lease rent. They were encouraged to participate in the adjustment process. Mr. Stone will develop rent adjustment recommendations for the next Finance Committee Meeting.

He also added that there has been discussion on contracting out some of the security at the Port. Staff has been directed to solicit letters of interest for Port Security Services.

2. Operations Committee Meeting – January 17, 2006.

Mr. Etheridge gave a quick report of his last Operations Committee Meeting He said that most items have already been covered in tonight's meeting.

He did add that two owners of tideland leases have requested to divide the parcels and give back a portion to CBJ.

Mr. Stone handed out a list of questions for the Operations Committee Members to think about and answer and to bring back their suggestions to the next Operations Committee Meeting in February on how to deal with these two requests.

Mr. Preston added further comment on the tideland lease topic.

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IX. Committee, Members & Staff Reports (cont'd).

Mr. Etheridge said that they were looking for a policy decision on these types of requests from tideland leaseholders.

3. CIP/Planning Committee Meeting – January 24, 2006.

Mr. Fisk gave a short report on the last CIP/Planning Committee Meeting. He said that most items have already been covered in tonight's meeting and he added they also talked about Revenue Bonding for CIP Projects.

Mr. Stone added further information about requesting a Revenue Bond for completion of Projects and looking at a time window frame of projects for the next 15 years. He explained the complete process to the Board Members.

Mr. Fisk said he would like to combine the next CIP Meeting to be named a CIP/Committee of the Whole Meeting on February 21, 2006. This way all the Board Members would be included on this item.

X. Capital Improvement Project Report.

Mr. Krieber said most everything had been discussed already tonight so really he had nothing further to report.

Discussion followed with Mr. Knapp and Mr. Krieber.

Mr. Krieber added that the Electrical consultant was here last week to do a thorough electrical analysis of all our facilities. The consultant also talked with AEL&P Staff for further input and he will be sending a report to us shortly of his findings.

XI. Harbormaster's Report.

Mr. McCall gave a short presentation of Harbor happenings.

He added that Juneau would host the Pacific Coast Conference of Port Administrators and Harbormasters. It will be held April 11 to the 15<sup>th</sup>. Usually 70 to 80 members attend these conferences and they are a wealth of information and support.

Mr. McCall said that we have a new Clerk at the Statter Harbor named Yvonne Davis and she is replacing Gretchen Boone. He said that he was quite pleased with her attitude and professionalism.

Mr. McCall said on the Harris Harbor Project that he had received many outstanding comments and applause for the design and amenities this new design provides to the patrons.

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XI. Harbormaster's Report (cont'd).

Mr. McCall added that on March 8, 2006 would be the Annual Security Exercise of the Port Facility. We passed it o.k. last year so he sees no problems for this year.

In addition, he was contacted by the Coast Guard to be the head of a team to observe, review, and to make recommendations on a special Emergency National Incident Command Exercise in Ketchikan. He said that he had taken a class and passed it and now was asked to select members of this team. He plans to work with the Ketchikan Harbormaster and the Sitka Harbormaster.

Mr. McCall mentioned that he would be going to Ketchikan to assess their facilities and what they are already doing in regards to this topic.

Discussion followed with Mr. Fisk, Mr. Etheridge, and Mr. Simpson.

XII. Port Director's Report.

Mr. Stone gave a short report of overall happenings in the Port and Harbors.

He said that since they passed the new Marina System tonight he would be spending a lot of time getting that set up and running.

In addition, he has been working on the budget and is hoping to have it done to present at the February Finance Committee Meeting.

He added that we will be losing a cruise ship docking on Monday's at the Steamship Wharf and this will reduce the wharfage revenues. We will only get the \$600.00 lightering fee each visit. We will still have to provide security services for the ship. He will crunch the figures and if it looks that we might have to supplement the figures then he might approach the Cruise Line Agencies to impose a per hour additional fee to help cover the monetary shortage.

Mr. Stone said the Union Negotiations are close—there is just one issue—call-out pay that needs to be resolved yet.

He added that he expects to be up at legislative hearings soon, which will take a considerable amount of his time. This will be about the Harbor Bill that is coming up.

Mr. Stone said that the downtown lease rents have gone up considerably due to recent assessments. He has sent out letters to the lessees for their comments.

Mr. Dybdahl said that the Assembly is now meeting less frequently on a new schedule.

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XIII. Committee Administrative Matters.

1. Meeting Calendar for February 2006

Operations Committee Meeting      February 14, 2006      5:00 p.m.      Aurora Harbor Office

Finance Committee Meeting      February 16, 2006      5:00-7:00 p.m.      Town Library

CIP/Committee of the Whole Meeting      February 21, 2006      5:00 p.m.      CBJ Assembly Chambers

Regular Board Meeting      February 23, 2005      7:00-10:00 p.m.      CBJ Assembly Chambers

XIV. Adjournment.

**MOTION BY Mr. Dore: ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING.**

The motion passed without objection.

The meeting was adjourned at 8:51 p.m.