

CBJ DOCKS & HARBORS BOARD
REGULAR MEETING MINUTES

For Thursday, January 29, 2004

I. Call To Order.

Chairman Mr. Knapp called the meeting to order at 5:00 p.m. in the CBJ Assembly Chambers.

II. Roll.

The following Members were present: Mr. Etheridge, Mr. Fisk, Mr. Hurley, Mr. Simpson, and Mr. Knapp.

Mr. Preston arrived at 5:04 p.m., Mr. Grussendorf arrived at 5:06 p.m. and Mr. Derr arrived at 6:30 p.m.

The following Member was absent: Mr. Clough.

Also present were the following: Mr. John Stone--Port Director, and Mr. Mike Kriebler—Port Engineer.

Mr. David Stone—Assembly Liaison was out of town.

III. Approval of Agenda.

Mr. Knapp requested to add an Executive Session to discuss the Results of the Audit Committee Meetings. Also he asked under Items for Information/Discussion, Item VII Title 85-Revisions Submitted by the City Manager, to delete this item until after the Revision Plan is presented to the Assembly on February 9, 2004. We will have several discussions after that meeting.

The agenda was approved as amended without objection.

IV. Public Participation on Non-Agenda Items. (Not to exceed 5 minutes per person, or twenty minutes total).

There was none.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE REGULAR BOARD MEETINGS OF DECEMBER 18, 2003 AND JANUARY 6, 2004 AS PRESENTED. The motion passed without objection.

VI. Items for Action.

A. Commercial Use of Launch Ramps.

Public Participation

1. Mitch Falk—Gumption Freight, Auke Bay.

Mr. Falk had several questions on the 7 rules presented in the Packet.

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VI. Items for Action (cont'd.)

He said that Item #1 refers to only sport or recreational vessels. Does that mean that Commercial vessels cannot use the launch ramps? Then Item #6 lists specific winter months but he thought that the Operation Committee Members had decided that this period could be at the discretion of the Harbormaster at Auke Bay so loading could occur whenever there is slack times of launch ramp usage during the Winter and off-season months.

Then on Item #7 that states using only one-lane per event on a tide of plus 4 feet or greater. He wondered if this included the North side of the ramp also.

Mr. Knapp thanked him for his input and suggestions on these Rules.

Mr. Stone gave a short presentation on this topic. He said these 7 Rules were the result of the last Operations Committee Meeting.

He briefly went through all the 7 Loading Zone Rules. On Item #1 it lists only recreational usage so if the Board Members want to add fish loading and unloading of vessels then they will need to change this tonight.

Item #6 could be eliminated as the Harbormaster has to approve all loading and unloading that takes place at the launch ramps.

Discussion followed with Mr. Grussendorf, Mr. Fisk, Mr. Knapp, Mr. Stone, and Mr. Simpson.

It was suggested that operators using the launch ramp only occasionally could pay a one-time incidental fee for usage. However this usage would fall under the newly established Rate Schedule being presented tonight.

Mr. Knapp referred this topic back to the next Operations Committee Meeting for further input and then they are to report back their findings to the next Regular Board Meeting.

B. Fee Changes.

Mr. Stone gave a short presentation of the new proposed fees.

Discussion followed with Mr. Etheridge, Mr. Simpson, Mr. Preston, Mr. Knapp, and Mr. Grussendorf.

Public Participation

1. Brad Scougale – 586-3452, Juneau Resident

Mr. Scougale is a live-aboard (H-4-60) in Harris Harbor.

He said he is upset that all live a-boards are being forced to move to the Aurora Harbor along the inside of Main Float so they are centrally located and will have access to sewer pump-outs.

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VI. Items for Action cont'd).

He feels strongly that this is a severe avalanche area and that we are placing all the live a-boards in danger.

Also he added that we should fix the electrical problems in all the harbors before we charge new higher fees.

2. Jim Collins –789-0081 Allen Marine-Operations Manager

Mr. Collins presented a letter to the Board Members to review. He was requesting that all his non-profit Charters that load and unload at Statter Harbor be exempt from fees year-round.

He also suggested that instead of a “vessel and seat fee” on for profit Charters that only a per person fee be charged.

Discussion followed with Mr. Preston, Mr. Knapp, and Mr. Simpson.

3. Steve Turner – Live a-board Aurora Harbor (A-B-007)

Mr. Turner complained that when he pays his monthly electricity if he doesn't pay it on time he is charged the daily rate until he pays. The advance power is due on the 1st of each month to avoid the higher daily rate fee.

Mr. Stone explained that we no longer backdate payments to the 1st of the month as it was causing too many problems. We haven't been doing that for 2 years now. This cheaper rate is offered so the patron has the choice to pay the payment in advance of the 1st of each month to avoid the costly daily rate.

Mr. Knapp directed Mr. Stone to look into Mr. Turner's charges on electricity and to be sure that he has not been over-charged in error.

Discussion followed with Mr. Preston, Mr. Knapp, Mr. Simpson, Mr. Fisk, and Mr. Grussendorf.

MOTION by Mr. Etheridge: MOVE TO APPROVE THE REVISED FEE SCHEDULE AS APPROVED BY THE FINANCE COMMITTEE AND SET UP A PUBLIC HEARING ON THE CHANGES FOR THE FEBRUARY 26TH REGULAR HARBOR BOARD MEETING AND TO CHANGE THE LAUNCH RAMP FEES TO INCLUDE A FEE TO BE DECIDED AT THE NEXT OPERATIONS COMMITTEE MEETING FOR INCIDENTAL USAGE.

Mr. Grussendorf seconded the motion.

Discussion followed with Mr. Simpson and Mr. Knapp.

VI. Items for Action (cont'd).

MOTION by Mr. Simpson: MOVE TO ALSO SUBMIT FOR PUBLIC REVIEW THE PROPOSAL OF AN ADDITIONAL \$100.00 AMOUNT TO BE ADDED TO THE PROPOSED \$400.00 BASE RATE, MAKING IT TO EQUAL \$500.00 PER VESSEL FOR THE ANNUAL RATE PER YEAR. THIS MONEY, IF POSSIBLE IS TO BE DEDICATED TO FUND MAINTENANCE AND REPAIR OF THE SMALL BOAT HARBORS.

Mr. Fisk seconded the motion. The motion passed without objection.

C. Staff Guidance for Implementing Downtown Loading Zone Regulations.

Mr. Stone gave a short presentation on this topic. He referred to the Memo of January 16, 2004 listing the 2004 Loading Zone Rules. He went through the entire Memo and answered any questions the Board Members asked.

Public Participation

1. Frank Rich –Mendenhall Glacier Transport (MGT)

Mr. Rich said he liked that we listened to his idea of changing Lane #1 to Contract Vendors only. He explained this would reduce the problem of vendors “hawking” their tours to the public, as they won’t be so close to the sidewalks. This was a huge problem last Season.

He added that there was no space at Marine Park to pick up passengers during the Pre-Sold times. Could the outside area be used for Non-Contract users? This would leave the larger area of Marine Park for the Contract users during this Pre-Sold time.

Also he said that we need better efficiency for both the loading and unloading of buses. The lanes need to be monitored frequently and buses timed so the movement of buses will flow easily.

Discussion followed with Mr. Preston, Mr. Stone, and Mr. Simpson.

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE THE STAFF GUIDANCE FOR IMPLEMENTING THE LOADING ZONE REGULATIONS AS APPROVED BY THE OPERATIONS COMMITTEE.

The motion passed without objection.

D. Declaration of Lease Availability for Tidelands Parcel ATS 556A.

Mr. Stone gave a short presentation regarding this topic.

VI. Items for Action (cont'd).

MOTION by Mr. Simpson: TO REQUEST THE CBJ ASSEMBLY TO PASS A RESOLUTION DECLARING THE AVAILABILITY OF CERTAIN TIDELANDS CONTAINED WITHIN ATS 556A FOR LEASE AND SUBJECT TO THEIR APPROVAL TO ASK THE PORT DIRECTOR TO SOLICIT LEASE PROPOSALS AND FOLLOW UP THE LEASE CONSISTANT TO THE WATERFRONT PLAN.

Mr. Preston seconded the motion.

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

The motion passed without objection.

E. Douglas Log Boom Change Order.

Mr. Krieber gave a short presentation on this topic.

Discussion followed with Mr. Simpson and Mr. Knapp.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE A CHANGE ORDER TO THE DOUGLAS PHASE III CONTRACT FOR THE PURPOSE OF INSTALLING A 200 FOOT LOG-BOOM BREAKWATER AT THE ENTRANCE OF THE DOUGLAS HARBOR IN THE AMOUNT NOT TO EXCEED \$90,000.

The motion passed without objection.

F. Prioritization of Federal Funding Requests.

Mr. Krieber gave a short presentation on this topic.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO ENDORSE RESOLUTION DH 04-02 AND DIRECT THE PORT DIRECTOR TO SUBMIT TO THE CBJ CITY MANAGER A PRIORITY LIST OF CAPITAL IMPROVEMENT PROJECTS FOR FEDERAL FUNDING REQUESTS.

The motion passed without objection.

VII. Items for Information/Discussion.

There was none.

VIII. Committee Member and Staff Reports.

A. CIP/Planning Committee Meeting – January 27, 2004

Mr. Simpson gave a short summary of his last CIP/Planning Committee Meeting last Tuesday night. He said everything was pretty much already covered in the meeting tonight.

B. Finance Committee Meeting – January 20, 2004

Mr. Derr said that the Rules had been presented earlier tonight and at the next Regular Board Meeting there will be a Public Hearing regarding the Proposed Regulations and Fees.

C. Operations Committee Meeting – January 15, 2004

Mr. Stone said that most everything talked about at the last meeting had been presented tonight.

Mr. Preston asked about the outcome of the “Wake” problem at Auke Bay.

Mr. Stone said that Mr. Wescott was waiting for a reply on this item.

D. Waterfront Development Committee.

Mr. Simpson gave a short report on the latest Waterfront Development Committee Meeting that was held last night.

The following are Members of this Committee:

Jeannie Johnson – Assembly Person - Chair*
David Stone – Assembly Person – Harbor Board Liaison
Merrill Sanford – Assembly Person
Stan Ridgeway – Assembly Person
Johan Dybdahl – Planning Commission - Chair of Planning Commission
Budd Simpson – Docks & Harbors Board - Vice-Chair of Docks & Harbors Board

Mr. Simpson said he could use all the input from the Board Members that he could get, especially ideas etc.

IX. Capital Improvement Project Report.

Mr. Krieber said that we have sent out the Cruise Ship Dolphin Bid and the closure date is February 9, 2004.

He added the Aurora Project Bid documents should go out the middle of February 2004 with Construction to start in late August 2004 or the 1st part of September 2004.

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IX. Capital Improvement Project Report (cont'd).

Also he said that the Harris Harbor Project should go out to Bid in the Spring of 2004 and then start the work in the Fall of 2004.

Float #1 in Harris will be first and then Floats 4, 5, and 6.

X. Harbormaster's Report.

Mr. Stone gave a quick up-date of what's been happening lately in the Harbors and then answered several questions from several Board Members.

He also added that we had made \$54,800 on the Waterfront Sales Auction that was held yesterday. It was a good turn out of Bidders for the Auction and it went well this year. We had 8 Permits that were available to Bid on.

XI. Committee Administrative Matters.

Mr. Preston said that he had issues with the methods that we use for public notice of our meetings and contents of the meetings.

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

Mr. Stone said we will try to post the meetings and agendas at each harbor as well as have notices posted on the web. We also can publish them in the newspaper as well as on the radio stations.

A. Meeting Calendar for February 2004.

Waterfront Plan (to be presented to the Docks & Harbors Board Members)

February 4, 2004	5:00 p.m.	CBJ Assembly Chambers
Finance	February 12, 2004	5:00 p.m. Aurora Harbor Office
Operations	To Be Set At A Later Date	
CIP/Planning	February 24, 2004	5:00 p.m. CBJ Assembly Chambers
Regular Board	February 26, 2004	<u>7:00 p.m.</u> CBJ Assembly Chambers

Mr. Knapp called for a 5-minute break at 7:25 p.m.

XII. Executive Session.

1. Results of the Audit Committee Meetings.

The regular meeting was adjourned at 7:30 p.m.

The Executive Session began at 7:30 p.m.

The Executive Session ended at 8:15 p.m.

The regular meeting reconvened at 8:16 p.m.

XIII. Adjournment

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

The meeting was adjourned at 8:21 p.m.