

CBJ DOCKS & HARBORS BOARD  
CIP/PLANNING COMMITTEE MEETING MINUTES

For Tuesday, January 2, 2007

I. Call to Order.

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

II. Roll.

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

Also in attendance was: Mr. Stone – Port Director and Ms. Linden – Port Engineer and Mr. Somerville – PN&D.

III. Approval of Agenda.

Mr. Stone requested under items for information to switch F to E and E to F.

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

IV. Public Participation.

There was no public participation.

V. Approval of Previous Meeting Minutes.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES OF DECEMBER 5, 2006. The motion passed without objection.**

VI. Items for Action.

A. Douglas Harbor – Renovation of A, B, and C Floats.

Ms. Linden reported to the committee members that there is now an initial layout for A, B, and C floats that will be presented to the committee members at this time (See attached). Ms. Linden went over the project briefly and then Mr. Somerville described the layout in further detail, and went over the cost estimates for this project (See attached).

Further discussion among the committee members and Mr. Somerville took place at this time regarding a second gangway and other concerns at this time.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE CIP COMMITTEE FORWARD THIS TO THE FULL BOARD FOR APPROVAL OF THE LAYOUT AND APPROACH FOR RENOVATION OF DOUGLAS HARBOR A, B, AND C FLOATS AS PRESENTED WITH AN ADDITION THAT MR. SOMERVILLE COME BACK TO THE COMMITTEE WITH MORE DETAIL ON**

**DOING A TEMPORARY RAMP FIX AND WRITING IT UP AS AN ADDITIVE/ALTERNATIVE. The motion passed at a 6 to 0 vote.**

B. Award of Contract for RFP DH07-022, Downtown Marine Support Facilities.

Ms. Linden reported that there was an RFP put out November 9, 2006 for professional engineering services to help us with a 100 tone marine travel lift and upland facility. The study involves looking at a marine support facility potentially in the Fisherman's Terminal area between Harris and Aurora Harbors and also to look at other locations within the downtown area. This would help us to determine what type of facilities would be needed. She stated that the bids were opened by a team of three and evaluated. The determination was that Tryck Nyman Hayes, Inc. as the recommendation for the award of the contract.

The proposed engineering fee costs by Tryck Nyman Hayes, Inc. was \$114,840.00, therefore she is requesting that the CIP committee recommend to the Full Board at Thursday's meeting that this contract be approved in the amount of \$115,000.00. (See attached).

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND THE DOCKS AND HARBORS BOARD RECOMMEND ASSEMBLY APPROVAL FOR AWARDING CONTRACT DH07-022, ENGINEERING DESIGN SERVICES FOR THE DOWNTOWN MARINE SUPPORT FACILITIES TO TRYCK NYMAN HAYES, INC. IN THE AMOUNT OF \$115,000.00. The motion passed without objection.**

C. Use of FY08 Marine Passenger Fees.

Ms. Linden stated that the City Manager asked that the Docks and Harbors Department put together a list of projects to use FY08 passenger fees.

She stated there is a list of three projects that would be presented to the Project Manager (See attached list).

Ms. Linden went over each project at this time regarding the detail of the projects as well as funding requests.

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

The concurrence of the committee members is to up the requested amount for these specific projects. Specifically the Auke Bay Passenger-For-Hire Facility, which has been agreed upon by the committee members to change the identification of this project from Statter Harbor to Auke Bay Harbor facility.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO FORWARD THE PRIORITIEZED PROJECT LIST FOR USE OF THE FY08 MARINE PASSENGER FOR HIRE FEES AS AMMENDED BY THE CIP COMMITTEE TO THE FULL BOARD FOR PREPARATION TO BE PRESENTED TO THE ASSEMBLY. The motion passed**

**without objection.**

D. Douglas City Dock Floating Processor Application.

Mr. Stone stated that at the last CIP meeting they were looking at an application for a floating seafood processor to utilize the old Douglas cold storage dock. Based on the direction from the CIP Committee it was recommended that staff examine the capital improvements that would be necessary to berth a 180' processing vessel at the dock.

Mr. Stone stated that they are estimating about \$225,000.00 in repairs to the dock of which would include two new mooring dolphins at the face of the dock. Also there would be minor utility extensions to the face of the dock (See Attached Memo).

Mr. Stone stated that he had requested the applicant to provide a fish business tax that would result from the operations (See attached).

Mr. Stone stated that there are a bunch of approval that would be needed for this. It would be one from the Board, which would be some sort of lease for this type of operation under Title 85. Mr. Stone stated that the applicant would need to speak with the Community Development Department for some conditional use permit. Then there would be potential State approvals such as DEC or EPA. Mr. Stone stated that this project should be presented to the Douglas Island Advisory Committee also.

Mr. Stone stated there are two things that need to be done by the CIP Committee. The first is to give the applicant a preliminary decision on whether we want to move forward with this proposal so the applicant can look into other permit processes, which will take some resources on their part.

The second thing that needs to be done which Mr. Stone stated is probably more important than the first is to come up with some sort of rate to charge for this dock, and how we would handle the capital improvement expenditures. He stated there are several alternatives for doing this. He went over these with the committee members at this time.

Further discussion among the Port Director and the committee members took place at this time. Mr. Simpson reiterated that this project does need to be presented to the Douglas Island Advisory Committee due to some concerns they have expressed towards this project.

More discussion among the members and the Port Director concerning the new breakwater was discussed at this time.

Mr. Fisk stated that the general consensus among the committee is that we need to do what can be done to help facilitate this project mindful of some pitfalls. There was no motion at this time.

Mr. McAllister spoke to the committee briefly regarding his concerns in regards to going forward with this project at this time.

CIP/Planning Committee Meeting Minutes

January 2, 2007

Page 4

The committee chairman recommended that staff continue to work on the details and continue to work with Mr. McAllister and others on this.

At this time the committee chairman had requested to move Item E, the Pontoon Utilization Study to Thursdays Full Board Meeting and move on to the next item.

E. Juneau Cruise Ship Moorage Study.

Mr. Stone did a power point presentation at this time regarding some alternatives to the cruise ship facilities to accommodate the growth and increase of tourists since 1992 to the current year. He went on to explain the situation and the capacity problems we would be facing with the growth per year.

He explained that most of the Port of Calls in Southeast Alaska are gearing or are already at a four panamax birthing capacity.

Mr. Stone presented alternatives via his power point presentation in detail with specific cost estimates at this time for Juneau to upgrade the facilities, as well as possible new berthing in the Gold Creek area.

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

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO SEND THIS TO THE FULL BOARD MEETING FOR DISCUSSION AND AT THAT POINT TO PREPARE IT TO BE PRESENTED TO THE ASSEMBLY. The motion passed without objection.**

VII. Items for Information.

A. Douglas Harbor Pump-out Updates.

Ms. Linden reported to members that this is a project that has been on the lists that needs to be addressed and completed. Ms. Linden stated that she has gotten cost estimates together and forwarded them to the National Forest Foundation.

She went on to explain these cost estimates (See Attached Memo). She stated she is working with a consultant on a project schedule because the project needs to be completed by the September 30 date, of which is when the money goes away.

Mr. Simpson stated that this is a great project and would really like to see the project get done.

The committee gave Ms. Linden to go forward with this project and report back to the CIP committee on the project updates.

CIP/Planning Committee Meeting Minutes

January 2, 2007

Page 5

VIII. Member & Staff Reports.

There were none at this time.

IX. Committee Administrative Matters.

Mr. Etheridge said the next meeting is scheduled for January 23, 2007.

X. Adjournment.

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

The meeting was adjourned at 7:00 p.m.