

CBJ DOCKS & HARBORS BOARD  
CIP/PLANNING COMMITTEE MEETING MINUTES

For Tuesday, April 24, 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. Williams, Mr. Etheridge, Mr. Knapp, Mr. Simpson, Mr. Preston, Mr. Fisk and Mr. Kueffner.

Also in attendance was: Mr. Stone – Port Director and Ms. Linden – Port Engineer.

III. Approval of Agenda.

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

IV. Public Participation.

There was none at this time

V. Approval of Previous Meeting Minutes.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES OF MARCH 27, 2007. The motion passed without objection.**

VI. Items for Action.

A. Douglas Harbor Breakwater.

Mr. Stone reported to the board members that there is a diagram in the packet from the Corps of Engineers that is the current plan that is within the money that is currently available to them as well as CBJ Harbors. He went on to explain what they are looking to build (See attached layout). He stated that this design meets the Corps of Engineers criteria. Mr. Stone stated that in order for the Corps of Engineers to proceed with this project they have requested that harbors remove the old Douglas cold storage dock. Mr. Stone went on to explain the reasoning for the request from COE to have harbors remove the dock.

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

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND APPROVAL TO THE DOCKS AND HARBORS BOARD TO PROCEED WITH A CONTRACTOR TO REMOVE THE OLD DOUGLAS DOCK. The motion passed without objection.**

B. Auke Bay Loading Facility Additional Engineering Services.

Ms. Linden reported to the committee members that at the last Board meeting they had approved the design and project budget to allow for the installation of a transfer bridge and the associated structures.

Ms. Linden stated that she is requesting the appropriation of these funds although they have already been approved it is just a formality so that she can take this to the Assembly and have the contract amended.

There was further discussion among the committee members regarding Alaska Glacier Seafood's and the expansions that will be done with this facility. Mr. Stone stated to the committee that any expansions to the facility will not affect the commercial loading area we are construction.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE DOCKS AND HARBOR BOARD RECOMMEND APPROVAL OF ADDITIONAL FUNDS FOR ENGINEERING SERVICES FOR THE AUKE BAY LOADING FACILITY AS PRESENTED BY STAFF TO THE ASSEMBLY FOR APPROVAL. The motion passed without objection.**

VII. Items for Information.

A. Term Contract Request for Proposals.

Ms. Lynden reported to the committee members that in order to get routine work done both on the port side as well as the dock side staff believes it would be prudent to pursue term contracts for specific work (See attached memo).

Ms. Lynden stated that over the past six months they have had to do quite a few bids and go through the term contractor and have them subcontract out work in order to get things done. She stated they think it would be more cost effective if we establish term contracts, or project agreements on a case by case basis as the needs arose.

Ms. Linden has already established six separate RFP's to be bid and looking into the selection process on May 17. She would like to bring this back to the CIP and Full Board for approval at the next meetings.

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

Ms. Linden stated that this is just an information item at this time. There was no action needed.

B. Downtown Marine Support Facility Site Selection.

Mr. McFarlane of TNH stated that this is the 4<sup>th</sup> of 5 scheduled updates to the CIP committee for the Downtown Marine Support Facility Project. He stated that they are approximately ¾ of the way through. He did a brief refresher to the committee members regarding the status of this project, and then proceeded on with his power point presentation on the site selection of task 3. He discussed the two site selections in more detailed layouts with the pros and cons for both of these sites (see attached handout).

Discussion among Mr. McFarlane, Ms. Linden and the committee members took place at this time.

VIII. Member & Staff Reports.

Ms. Lynden reported to the committee members that she received an e-mail from CDD requesting to know what the hours of operations would be for the new loading facility out at Auke Bay. The committee members and staff discussed operating hours at this time. It was the general consensus of the committee members at this time to keep the facility operations open 24/7. Mr. Jim Becker, a member of the public commented regarding the operation times for the facility.

IX. Committee Administrative Matters.

There were none at this time.

X. Adjournment.

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

The meeting was adjourned at 6:15 p.m.