

**CBJ DOCKS & HARBORS BOARD**  
**REGULAR MEETING MINUTES**  
**For Thursday, March 27, 2008**

I. Call to Order.

Chair Mr. Etheridge 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. Fisk, Ms. Jebe, Mr. Kueffner, Mr. Mehrkens, Mr. Preston, Mr. Simpson, Mr. Williams, and Mr. Etheridge.

The following member was absent: Mr. Knapp.

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

III. Approval of Agenda.

Mr. Stone requested to delete under VII. Items for Action Item #8 - Transfer Request – Serial T-875.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO ADOPT THE AGENDA AS AMENDED.**

**The motion passed without objection.**

IV. Public Participation on Non-Agenda Items.

There was no public testifying.

V. Approval of Previous Meeting Minutes.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON FEBRUARY 28, 2008 AS PRESENTED.**

**The motion passed without objection.**

VI. Special Order of Business.

1. Amalga Harbor Improvements Presentation.

Mr. Stone gave a short presentation on this topic and then introduced Mr. Dick Somerville – PN&D Vice President, Mr. Brandon Ivanowicz, PN & D Staff Engineer, and Mr. Tom Donek – Retired Fish & Game Representative.

Mr. Somerville handed out paperwork to the Board Members showing the two proposed breakwaters for the Amalga Harbor along with cost estimates for doing the project. This breakwater will reduce the wave damage that is occurring to the new launch ramp located there in Amalga Harbor.

He showed two alternatives for types of breakwater to construct and explained the benefits of each drawing.

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VI. Special Order of Business (cont'd)

In both these proposals, improved access for the Kayak Pathway from the road will be addressed.

Both of these two options will go out for Public Hearings and then a final design would be selected for the project.

Discussion followed with Mr. Kueffner, Mr. Fisk, and Mr. Somerville.

VII. Items for Action.

1. Proposed Regulations for Parking Management.

Ms. Jebe gave a short presentation on this topic and Mr. Stone added further comments.

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

**MOTION by Ms. Jebe: ASK UNANIMOUS CONSENT TO ADOPT REGULATIONS FOR PARKING MANAGEMENT AS PROPOSED, TO FORWARD THE REGULATIONS TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY, AND TO RECOMMEND THAT THE ASSEMBLY ADOPT THE CHANGES TO TITLE 85 AS PROPOSED BY THE CITY ATTORNEY.**

**The motion passed without objection.**

2. Proposed Amendments to Small Boat Harbor Fees and Charges (Daily Moorage Fee CPI Rounding Procedure, Residence Surcharge Definition, and the Removal of the Expired Moorage Table).

Mr. Preston gave a short presentation of this topic.

**PUBLIC HEARING:**

There was no public testifying.

**MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO ADOPT THE AMENDMENTS TO THE SMALL BOAT HARBORS FEES AND CHARGES REGULATIONS AND TO FORWARD THE REGULATIONS TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY.**

**The motion passed without objection.**

3. Term Contract for Portable Sanitation Units and Related Service.

Mr. Preston gave a short presentation on this topic.

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VI. Items for Action (cont'd).

**MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO AWARD A TERM CONTRACT TO TYLER RENTAL IN THE AMOUNT OF \$32,950.80 FOR THE PORTABLE SANITATION UNITS AND RELATED SERVICE.**

**The motion passed without objection with a date correction on the paperwork.**

4. Gitkov Tidelands ATS #1170 Tideland Lease Rent Adjustment.

Mr. Preston gave a short presentation on this topic.

**Public Comment:**

1. John Gitkov – 22745 Glacier Highway, Juneau, Alaska 99801

Mr. Gitkov said that he was upset that his lease amount would increase so much especially with the falling economy in our area.

He said that there has been many unexpected things that have happened that will decrease his income at this time so he is asking for consideration on this increased amount.

Discussion followed with Mr. Simpson and Mr. Kueffner.

Chair Mr. Etheridge recommended sending this item back to the next Finance Committee Meeting that will be held on April 17, 2008 for further discussion.

5. Klein ADL #2798 Tideland Lease Rent Adjustment.

Mr. Preston gave a short presentation on this topic.

**MOTION by Mr. Preston: MOVE TO ADJUST THE RENT FOR THE KLEIN ADL #2798 TIDELAND LEASE PARCEL TO 4 CENTS PER SQUARE FOOT PER YEAR.**

Mr. Fisk seconded the motion.

Discussion followed with Ms. Jebe, Mr. Simpson, Mr. Mehrkens, Mr. Preston, Mr. Stone, Mr. Fisk, and Mr. Williams.

**The motion passed with 5 yes votes and 3 no votes. Ms. Jebe, Mr. Mehrkens, and Mr. Williams voted no.**

6. Contract Award for Engineering Services During Construction of the Auke Bay Loading Facility.

Mr. Fisk gave a short presentation on this topic.

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VI. Items for Action (cont'd).

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE ASSEMBLY AWARD A CONTRACT TO PN & D, INC. IN THE AMOUNT OF \$301,870 FOR ENGINEERING SERVICES DURING THE CONSTRUCTION OF THE AUKE BAY LOADING FACILITY AND TO ADOPT THE FINDINGS AS DISCUSSED AT THE CIP/PLANNING COMMITTEE MEETING.**

**The motion passed without objection.**

7. Manager's Marine Passenger Fee Project List.

Mr. Fisk gave a short presentation on this topic.

Discussion followed with Mr. Simpson.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE BOARD INSTRUCT MR. STONE TO SEND THE DRAFTED MEMO WITH MINOR CORRECTIONS TO MR. SWOPE, CBJ CITY MANAGER.**

**The motion passed without objection.**

8. Transfer Request – Serial T-875.

This item was removed – see agenda approval portion.

9. Approval of Amended FY 09 and FY 10 Docks and Harbors Budgets.

Mr. Preston gave a short presentation on this topic.

**MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO APPROVE THE AMMENDED FY 09 AND FY 10 DOCKS AND HARBORS BUDGETS AND TO SEND THEM ON TO THE CITY MANAGER FOR PRESENTION TO THE ASSEMBLY.**

**The motion passed without objection.**

VII. Items for Information/Discussion.

There was none.

VIII. Committee and Board Member Reports.

1. Operations Committee Meeting – held March 18, 2008

Chair Ms. Jebe gave a short report of her last meeting.

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VIII. Committee and Board Member Reports (cont'd).

She said that they talked about the Zip-Line decreased boundaries for speed limits and Mr. Walsh attended to answer any questions.

She also mentioned that they discussed the Waterfront Sales Permit lawsuit that is pending.

2. Finance Committee Meeting – held on March 20, 2008

Mr. Preston said that most of the items they discussed at their last meeting have already been discussed in tonight's meeting.

He did add that they also discussed the Fisherman's Bend Tideland Lease.

1. CIP/Planning Committee Meeting – March 25, 2008

Mr. Fisk gave a short report of his last meeting.

He gave an update of current projects underway and Mr. Stone added further comments.

IX. Administrative Officer's Report.

There was no report as Ms. Johansen is out of town.

X. Harbormaster's Report.

Mr. McCall said that Mr. Tajon is moving to the Port Dock Office for the summer season and Mr. Rider is moving to the title Operations and Maintenance Supervisor and will be located at the Auke Bay Harbor Office on April 1<sup>st</sup>.

He added that the bull-rail at Statter Harbor is being installed.

He said that the 2 seasonal officers for the Harbors would start work on April 15<sup>th</sup>.

In addition, he said that he would be gone from April 11, to April 21<sup>st</sup> on leave.

Mr. McCall said that Mr. Moeser is overseeing the IVF Repair Project, and the bottom of the float already has been cleaned and they will be replacing the electrical and water facilities on the float.

Also, he mentioned that the Boarding Float at the North Douglas Launch Ramp is being worked on at present.

XI. Port Director's Report.

Mr. Stone said that we have several items on the Assembly Meeting Agenda on April 7<sup>th</sup>. He urged the Board Members to attend the meeting if possible.

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XI. Port Director's Report (cont'd).

He also said that he was working at adding a section on the City's web site for fish sales at the various harbors. He has had several requests from the public for this information so he thought it would be nice for the public to know where and when fish is being sold in all the harbors. It would save a lot of telephone calls for this information.

Chair Mr. Etheridge called on Mr. Dybdahl for additional comments.

Mr. Dybdahl suggested that the Board Members attend the next City Finance Committee Meeting to express their requests for money from the Passenger Proceeds Fund for various Docks and Harbors important Projects that need funding.

He said that this way the Finance Committee would become aware of other needed funding for Docks and Harbors Projects.

XII. Committee Administrative Matters.

1. Meeting Calendar for April 2008.

Chair Mr. Etheridge told the Board Members to be aware of all Committee Meeting dates and the Regular Board Meeting date for the month of April 2008.

**Operations Committee Meeting** - April 15, 2008  
5:00 p.m. to 7:00 p.m. **Aurora Harbor Office**

**Finance Committee Meeting** - April 17, 2008  
5:00 p.m. to 7:00 p.m. **CBJ Conference Room #224**

**CIP/Planning Committee Meeting** - April 22, 2008  
5:00 p.m. to 6:30 p.m. **CBJ Assembly Chambers**

**Regular Board Meeting** - May 1, 2008  
7:00 p.m. to 10:00 p.m. **CBJ Conference Room #224**

XIV. Executive Session.

A, Port Director's Evaluation.

Chair Mr. Etheridge called for a 5-minute break at 8:40 p.m.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO GO INTO EXECUTIVE SESSION TO DISCUSS THE PORT DIRECTOR'S EVALUATION.**

**The motion passed without objection.**

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The Board Members went into Executive Session at 8:45 p.m.

The Regular Board Meeting reconvened at 9:00 p.m.

XV. Adjournment.

**MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO ADJOURN THE REGULAR BOARD MEETING.**

**The motion passed without objection.**

The Regular Board Meeting was adjourned at 9:01 p.m.