

CBJ DOCKS & HARBORS BOARD
FINANCE COMMITTEE MEETING MINUTES
For Thursday, May 15, 2008

I. Call to Order.

Mr. Preston called the meeting to order at 5:01 p.m.

II. Roll.

The following members were present: Ms. Jebe, Mr. Preston, Mr. Mehrkens and Mr. Fisk.

The following members were absent: Mr. Ethridge and Mr. Kueffner.

Also in attendance were: Mr. Stone, Port Director and Ms. Johansen, Administrative Officer.

III. Approval of Agenda.

Mr. Stone asked to add an item #2 CIP Closeouts to Items for Action.

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

IV. Public Participation on Non-Agenda Items.

There was no public participation.

V. Approval of Previous Meeting Minutes.

MOTION by Ms Jebe: ASK UNANIMOUS CONSENT TO APPROVE THE APRIL 17, 2008 FINANCE COMMITTEE MEETING MINUTES AS PRESENTED. The motion passed without objection.

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VI. Items for Action.

1. FY 08 docks Budget Amendment

Ms. Johanson said that a supplementary appropriation request is needed in the amount of \$76,500 because estimated expenses for FY 08 in the Docks Enterprise are over what was projected in the amended budget.

The finance committee is preparing a summary of all departments and their supplementary appropriations and reasons why they are needed.

The reasons for Additional appropriations to the Docks Budget are overtime, materials & commodities, equipment, a capital purchase of a vehicle and a security boat. An increase is expected for fuel, but we are spending less in electricity due to conservation efforts. The Harbors Enterprise will not require additional funds.

The committee members discussed the FY 08 Budget Amendment and recommended an overestimation of funds needed in the categories of Capital outlay, electricity, and fuel to avoid going through the amendment process again for FY 08.

MOTION by Mr. Mehrkens: TO RECOMMEND THAT THE ORIGINAL FY 08 DOCKS BUDGET AMENDMENT BE CHANGED FROM \$76,500 TO \$150,000. The motion passed without objection.

2. C.I.P. Closeouts

Mr. Stone said that he recommended the Board ask the Assembly to give approval to close out CIP projects in order to return unused marine passenger fees and port development fees for reappropriation.

He asked that these funds be transferred to the Cruise ship berth enhancement project. Several of the repairs noted in the memo from Mr. Stone dated May 13, 2008 need to be started as soon as possible. The following repairs are Priorities: B) Floating bridge maintenance. C) Replace retaining wall. D) Taku fisheries dock maintenance. E) Tram parking lot improvements.

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VI. Items for Action (continued).

MOTION by Mr. Fisk: TO RECOMMEND TO THE ASSEMBLY THE CLOSEOUT OF THE CIP'S AS PRESENTED IN THE MEMO FROM MR. STONE DATED MAY 13, 2008 AND REQUEST REAPPROPRIATION OF THE FUNDS TO THE CRUISE SHIP BERTH ENHANCEMENT PROJECT. The motion passed without objection

VII. Items for information/Discussion.

1. Lease Code Revisions

Ms. Johansen provided three items to the committee for review: 1) Chapter 53.20 Lease codes for all CBJ land. 2) CBJ Title 85. 3) DNR General Appraisal requirements. She thinks the DNR appraisal requirements are excellent and should be amended to Title 85.

Mr. Stone recommended Title 85 be modified as necessary to incorporate Regulations that encompass the DNR appraisal requirements. He said he would provide a draft at the next committee meeting.

Mr. Fisk suggested the committee develop a Land management Plan as provided in Title 85. A land management plan could help facilitate getting some land out for lease that is currently not generating revenues.

VIII. Staff & Member Reports.

Mr. Stone said the board should look at getting Marine Passenger assistance for the customs office and the JCVB Building which are area wide functions. This space is currently coming out of the Dock enterprise.

Mr. Stone recommended the committee consider using revenues from lease rentals for the downtown port area to subsidize Harbor improvements.

Mr. Preston suggested this item be presented to the assembly next budget cycle.

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VIII. Staff & Member Reports (continued).

The Committee discussed establishing a fee for CIPs to help maintain the docks

Mr. Stone suggested increasing Passenger fees as another source of building up reserves. He also suggested charging a fee for camping at Echo Cove.

IX. Committee Administrative Matters.

The next Finance Meeting will be on Thursday, June 19, 2008.

X. Adjournment.

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

The meeting adjourned at 5:55 p.m.

