

CBJ DOCKS & HARBORS BOARD
REGULAR MEETING MINUTES
For Thursday, August 28, 2008

I. Call to Order.

Mr. Ethridge 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. Ethridge, Mr. Jardell, Ms. Jebe, Mr. Knapp, Mr. Kueffner, Mr. Mehrkens, Mr. Preston, Mr. Williams, and Mr. Fisk.

Also present were the following: Mr. Stone – Port Director, Mr. Gillette – Port Engineer and Ms. Johansen – Administrative Officer.

III. Special Order of Business.

A. Election of Officers.

1. Board Chair

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO ELECT DON ETHRIDGE FOR ANOTHER TERM AS BOARD CHAIR.

The motion passed without objection.

2. Board Vice-Chair

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO ELECT GREG FISK FOR ANOTHER TERM AS BOARD VICE-CHAIR.

The motion passed without objection.

IV. Approval of Agenda.

Mr. Stone asked to add a consent agenda item as: VII. Request for proposals for consultant Services for cruise ship docks uplands operations analysis.

MOTION by Mr. Ethridge: ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED.

The motion passed without objection.

V. Approval of Previous Meeting Minutes.

MOTION by Ms. Jebe: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON JULY 31, 2008 AS PRESENTED.

The motion passed without objection.

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VI. Public Participation on Non-Agenda Items.

There was no public participation.

VII. Consent Agenda.

1. Request for proposals for consultant services for cruise ship dock uplands operations analysis.

MOTION by Mr. Preston: TO MOVE THE CONSENT AGENDA AND ASKED UNANIMOUS CONSENT.

Motion passed without objection.

VIII. Items for Action.

1. Docks and Harbors Lease Administration Regulations.

Mr. Preston Said this is the final public hearing on the proposed lease administration regulations. Public comments are provided in the packet and were summarized in the previous memo. We have put considerable amount of time into the lease code revisions. We just went through the process of creating a new tideland lease recently and are anticipating leases reaching their renewal date in the next few years.

Two additional recommendations were received today from Docks & Harbors Board Member Kevin Jardell.

1.) 05 CBJAC 52.040 (f) Dispute Resolution-move "The Port Director may reject an appraisal or recommend an appraisal be modified before review by the Docks and Harbors Board" to 05 CBJAC 50.050 (o).

2.) 05 CBJAC 50.040 (f) Dispute Resolution-deleted "The board shall establish the least rent or adjustment based on this appraisal." And replaced with "After reviewing the additional appraisal, the board shall establish lease rent."

Ms. Jebe suggested the Port Director's appraisal rejection belonged under the category of appraisal standards. It would be more appropriate under the appraisal lease rent requirements. She suggested it could become (e).

Mr. Stone agreed that is should become a new category (e) before dispute resolution which would become (g).

MOTION by Mr. Preston: TO ADOPT REGULATIONS FOR THE ADMINISTRATION OF DOCKS AND HARBORS LEASES AS AMENDED BY THE BOARD AND TO FORWARD THE REGULATIONS TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY.

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VIII. Items for Action (continued).

The motion passed without objection.

2. Comprehensive Plan Comments to the Assembly.

Mr. Fisk said at the C.I.P committee meeting staff reviewed the changes suggested in the Comprehensive Plan by the community development committee. They did not get a chance to present to the planning and zoning commission before they adopted their plan amendments. It was suggested that we take whatever comments we have directly to the assembly this coming Tuesday, September 2nd. The principle area of concern was questioning the establishment of a new category of land use called: Marine Mixed Use. We had quite a long discussion to define what Marine Mixed Use meant to ensure that it did encompass industrial use. The second area of concern was to recommend to the assembly that the block of land around the yacht club be designated as marine mixed use.

Mr. Kueffner mentioned that it was really helpful to have Ben Lyman come and talk us. He was able to make some complicated issues very clear.

MOTION by Mr. Fisk: TO SUBMIT COMMENTS TO THE CBJ ASSEMBLY PARTAINING TO THE DRAFT COMPREHENSIVE PLAN AS RECOMMENDED BY THE CIP/PLANNING COMMITTEE.

The motion passed without objection.

IX. Items for information/Discussion.

There were none.

X. Committee and Board Member Reports

A. Operations Committee Meeting – August 20, 2008 (**Cancelled**)

Ms. Jebe wanted to mention that they would be discussing snow removal already for next winter at the next Operations Meeting.

B. Finance Committee Meeting – August 21, 2008

Mr. Preston said that there was a public hearing at the finance committee meeting as well as a presentation about harbor revenues. We will start talking about budgets at the next finance Meeting.

C. CIP/Planning Committee Meeting – August 26, 2008

Mr. Fisk said an information item from the last meeting was the shop down by the bridge. The City maintenance shop will be moving out within 9-10 months.

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X. Committee and Board Member Reports (continued).

We have let the land use committee know the Harbor Board is very interested in this area and will be adding it as an agenda item in the next meeting. It is an important piece of property with implications for Harris Harbor.

We are also trying to work jointly with Parks and Recreation on beautification issues for example the parking lot between Douglas Harbor and Savviko Park.

Mr. Preston said the Docks and Harbors Board Received a letter from Orca Enterprises thanking the board for listening to their concerns and relocating the tour sales booths. This relocation has made a world of difference to the waterfront sales permit holders.

XI. Administrative Officer's Report.

Ms. Johansen said that there are 12 leases that are up for either renewal or adjustment. We are going to track harbor revenues for a while and make sure things are okay there. We are constructing new vendor booths; we currently have 14 of the 23 finished. We will have four permits up for renewal for the 2009 season.

XII. Harbormaster's Report.

No report given at this time.

XIII. Port Engineer' Report.

Mr. Gillette handed out a Status Report on the Auke Bay Loading Facility to all Board Members for their review.

Mr. Kueffner asked for clarification of what MSE represented.

Mr. Gillette said MSE is a Mechanical Structural embankment.

XIV. Port Director's Report.

Mr. Stone said that he would be attending the Harbor Masters Conference in Haines on October 6th through the 10th along with Mr. McCall and Mr. Gillette.

He added that the Contractor working on the Douglas Breakwater would be moving over to the site in about 3 weeks. The breakwater will most likely be constructed during October 2008.

Also, Mr. Stone said we have a carpenter ant infestation at the Aurora Harbor Office shop. We had an exterminator come and look at it and he said the infestation could be treated but the damage was beyond repair.

The owner of Taku Fisheries will be coming for a meeting Tuesday @ 10:00 to discuss negotiations with CBJ on the Sea Walk.

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XIV. Port Director's Report (continued)

Another area of concern is the modification of the parking garage that would empty into the Columbia lot. This could be a potential traffic conflict during the summer when the Columbia lot is very busy.

One last note, Lou is ill and gives his apologies for not being able to attend the meeting.

XV. Committee Administrative Matters

Mr. Ethridge said well will be looking at committee assignments again so if you have any preferences please let them be known.

A. Meeting Calendar for September 2008.

<u>Operations Committee Meeting</u> - 5:00 p.m. to 7:00 p.m.	September 17, 2008 <u>Aurora Harbor Office</u>
<u>Finance Committee Meeting</u> - 5:00 p.m. to 7:00 p.m.	September 18, 2008 <u>CBJ Assembly Chambers</u>
<u>CIP/Planning Committee Meeting</u> 5:00 p.m. to 6:30 p.m.	September 16, 2008 <u>CBJ Conference Room #224</u>
<u>Regular Board Meeting</u> - 7:00 p.m. to 10:00 p.m.	September 25, 2008 <u>CBJ Assembly Chambers</u>

XVI. Adjournment.

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

The motion passed without objection.

The Regular Board Meeting was adjourned at 7:33 p.m.