

CBJ DOCKS & HARBORS
FINANCE COMMITTEE MEETING MINUTES
For Thursday, July 23 2009

I. Call to Order.

Chairman Preston called the Finance Committee meeting to order at 5:00 p.m. in the City & Borough conference room 224.

II. Roll Call.

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

The following members were absent: Mr. Etheridge and Mr. Mehrkens.

Also in attendance were the following: Mr. Stone-Port Director and Mr. McLeod -Administrative Officer.

III. Approval of Agenda.

Mr. Stone added an information item #3 – Refund policy for boat length adjustments and #5 – Auke Bay Loading Facility. He removed item #5 – Purchase of Additional Loader from items for action and moved it to items for information.

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

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 JUNE 18, 2009 FINANCE COMMITTEE MEETING MINUTES AS PRESENTED.

The motion passed without objection.

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VI. Items for Action.

1. Crane fee Amendment.

Mr. Stone said we are proposing a change in the fee for using the cranes. We would like to implement this new fee when the Auke Bay Loading Facility opens. The new fee will be \$.25 per minute. The new fee is comparable to what other harbors are charging for crane use. He suggested this item be moved on to the full Board for approval.

Mr. Fisk suggested adding a minimum charge to the crane fees.

There was no public comment.

2. Proposed Amendments to revise the Waterfront Sales Permit Regulation by eliminating the provision that no person can have an interest in more than one permit.

Mr. McLeod said he has received complaints about people buying multiple permits under different owner/agents names so that they may own more than one permit. We may not be realizing the true economic benefit from these permits by limiting the buyers to only one. The permits were originally limited because there was a concern that the Cruise Lines would buy all of them. The Cruise Lines now sell tours onboard so this is no longer a concern.

Mr. Stone said there is a total of 11 permits available, but only 5-6 of these are annually available.

There was a brief discussion between Committee members and most agreed that there should be some kind of limit to the number to permits held by one person. A limit of 2 or 3 was suggested.

Mr. Preston suggested that this item be sent on to the full Board.

Mr. Stone said applications for the permits have to be sent in by December so we need to move forward with this item if there is to be a change for next tour season.

Mr. Fisk proposed that the Committee forward this item on to the full Board without a recommendation and to contact the interested parties so they have a chance to comment.

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VI. Items for Action(continued).

3. Proposed Amendment to the shorepower Access Fees Regulation by making the Previously Temporary Emergency Regulations for ECOPA permanent.

Mr. McLeod said we have had to go through the process of getting approval for ECOPA two years in a row now while electricity through AEL&P was on diesel power. It makes sense to make this Regulation permanent.

MOTION by Mr. Jardell: TO RECOMMEND THAT THE BOARD INTRODUCE AN AMENDMENT TO THE SHOREPOWER ACCESS FEES REGULATIONS MAKING THE EMERGENCY ECOPA REGULATIONS PERMANENT AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

4. Proposed Increase in DIPAC's tideland lease rent from \$0.13 cents per square foot to \$0.15 cents per square foot, a total increase of \$4,255 per year.

Mr. McLeod said we are recommending that DIPAC's lease rent be raised from \$0.13 cents per square foot to \$0.15 cents per square foot. We are basing the rent adjustment on the Anchorage CPI increase from 2004 through 2008. DIPAC has been notified of the increase.

There was a brief discussion between Committee members.

MOTION by Mr. Kueffner: ASK UNANIMOUS CONSENT TO RECOMMEND THE BOARD INTRODUCE AN INCREASE IN DIPAC'S TIDELAND LEASE RENT FROM \$0.13 CENTS PER SQUARE FOOT TO \$0.15 CENTS PER SQUARE FOOT.

The motion passed without objection.

5. Proposal to provide public notice that we are accepting applications for lease of various tideland parcels.

Mr. Stone said he would like Committee approval to provide public notice for the lease of various tideland parcels. The parcels include tidelands immediately north of the Douglas Bridge on the Douglas side of the Channel and the tidelands at the north end of the Yacht Club parking lot.

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VI. Items for Action(continued).

Mr. Fisk said several committees have discussed possible uses for the tidelands by the Yacht Club. One of the uses for this area was paid storage for Harbor Patrons. He recommended we keep this area for harbor use.

Mr. Kueffner agreed with Mr. Fisk that the Yacht Club area not be advertised for lease.

Mr. Fisk also asked to add - Possible uses for the Yacht Club tidelands - to the next meeting as an item for discussion.

MOTION by Ms. Jebe: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE BOARD GIVE APPROVAL FOR THE PORT DIRECTOR TO PROVIDE PUBLIC NOTICE OF APPLICATION PERIOD FOR LEASE OF THE PROPERTY NORTH OF THE DOUGLAS BRIDGE.

The motion passed without objection.

VII. Items for Information/Discussion.

1. Docks and Harbors Revenue Report.

Mr. McLeod provided of the Revenue Report in the new format.

There was a brief review of the Revenue Report.

2. Two Hour Parking at Statter Harbor.

A memo from Phil Benner, Harbormaster, was provided. Mr. Benner has discussed the 30 minute parking spaces with Statter Harbor Staff and determined there is no reason to change the spaces. There have not been any complaints and the parking pay station has been a blessing for staff and customers alike.

3. Refund Policy for vessel length change.

Mr. Stone said we have had a few patrons ask for refunds after they discovered their vessel length was less what they were being charged for. We need a policy in place to limit how far back we will credit the customer for the discrepancy.

Mr. Jardell said the adjustment whether it is an increase or a decrease in fees should be equal. He suggested limiting the adjustment to one month only.

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VII. Items for Information/Discussion (continued).

4. Purchase of Additional Loader for Docks & Harbors.

Mr. Stone said we need a second loader for snow removal and misc. for Statter Harbor and the Auke Bay Loading Facility. This item was discussed at the Operations Committee Meeting and the cost was estimated to be between \$50K and \$100K.

Mr. McLeod said he would like to hold off on this purchase until we see July and August revenues. This is an unexpected purchase.

5. Auke Bay Loading Facility.

Mr. Preston said the Loading Facility is due to be completed on August 22, 2009. He walked through the facility with one of the Statter Harbor Officers and he had some concerns about the ramp moving around and eroding the pathway. We may need to pave the pathway.

VIII. Staff & Member Reports.

There were none.

IX. Committee Administrative Matters.

The next Finance Committee Meeting will be Thursday, August 20, 2009.

X. Adjournment.

MOTION: by Mr. Kueffner: ASK UNANIMOUS CONSENT TO ADJOURN THE FINANCE COMMITTEE MEETING.

The motion passed without objection.

The meeting was adjourned at 6:08 p.m.