

CBJ DOCKS & HARBORS BOARD
REGULAR BOARD MEETING MINUTES
For Thursday, February 24, 2011

I. Call to Order.

Mr. Preston 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: Tom Donek, Don Etheridge, Greg Busch, Eric Kueffner, Michael Williams and Jim Preston. Kevin Jardell and Cheryl Jebe were absent.

The following member attended via teleconference: Bob Wostmann.

Also present were the following: Mr. Stone – Port Director, Mr. Benner –Harbormaster, Mr. Gillette-Port Engineer.

III. Approval of Agenda.

Mr. Preston added after approval of minutes

V. Special Order – Presentation by Mr. Stone

Mr. Stone added to Items for Action:

4. Auke Bay Loading Facility Phase II Contract Amendment.

MOTION by MR. ETHERIDGE: TO APPROVE THE AGENDA AS AMENDED AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the minutes of the January 27, 2011 Regular Board Meeting were approved as presented.

V. Special Orders.

Mr. Stone presented Mr. Gillette with a certificate of appreciation and pin for 20 years of service to CBJ.

VI. Public Participation on Non-Agenda Items.
None

VII. Items for Action

1. Moorage Rate CPI Adjustment for FY12

Mr. Kueffner said the Finance Committee looked at the CPI Adjustment for FY12 in the packet. The Committee recommends the rate increase, and asks that the Board approve this.

Mr. Preston said if no action is taken, it is an automatic adjustment.

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VII. Items for Action(continued).

Board Questions/Comments

None

Public Testimony

Dennis Watson, Juneau, AK 99801. He said parking is part of this package, and he has addressed this already to the Finance Committee. At Statter Harbor if you rent by the month, he says you get parking at half price, you pay \$75.00 per month instead of \$150.00. He said he has a problem with how the parking is assigned. He said the monthly user gets to park where they want and puts the daily user to a disadvantage. If Docks and Harbors is going to do this and have such an attractive price, they need to designate where they can park. He wanted to know if there is a limitation on how many parking permits available to buy per month.

Board Deliberations

Mr. Busch said he recommends that the parking issue Mr. Watson brought up gets referred to the Operations Committee for consideration.

Mr. Preston said it would go to the Finance Committee.

Mr. Kueffner said he recommends to send the parking issue to both committees.

Mr. Preston asked Mr. Stone to add the parking issue to the Operations and Finance Committee agendas.

Mr. Kueffner said moorage is parking and we are in the parking business either on land or in water. Parking is not free and it should not be free.

Mr. Preston said the issue at hand is the CPI adjustment. That is only for the moorage rate and not the parking.

MOTION by MR. KUEFFNER: TO ADJUST THE FY12 MOORAGE RATES BY THE ANCHORAGE CPI OF 1.8% AS SET OUT IN THE HARBOR FEE REGULATIONS AND ASK UNANIMOUS CONSENT.

Motion passed without objection

2. 2011 Moorage Rate Promotions

Mr. Kueffner said this moorage promotion is to encourage moorage in unused spaces downtown. There are two promotions. 1. Buy two months moorage for a summer stay and get one month free at the Douglas Harbor, Harris Harbor or Aurora Harbor as space allows on a first come first serve bases. You must purchase an annual launch ramp permit to qualify. 2. For anyone that buys three months of moorage for a summer stay will get a 5% discount, plus two 1 day permits for launching or retrieving your boat if you pay by the end of May. This is limited to vessels that can fit in a 24 foot slip. The Finance Committee recommends that the rate promotions from last year be offered again this year.

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VII. Items for Action (continued)

Board Questions/Comments

None

Public Testimony

None

Board Comments

None

MOTION By MR. KUEFFNER: TO AUTHORIZE THE SPECIAL MOORAGE PROMOTIONS FOR 2011 AS RECOMMENDED BY THE FINANCE COMMITTEE AND AS APPROVED BY THE BOARD IN 2010 AND ASK UNANIMOUS CONSENT.

Motion passed without objection

3. Marine Service Building Programming

Mr. Williams said Northwind Architects are working on services for this building that meet Docks and Harbors needs. Public amenities review, site investigation and the final report should be back to us soon. Total professional services proposal is \$7,900 dollars.

Mr. Gillette said he has been in contact with the Engineering department because this project overlaps with them and Docks and Harbors will be working with them. Once Docks and Harbors and the Engineering department get a better feel for size and what is needed for the building, we then decide if we go forward with the building. If we do go forward, we would put out a full RFP for bid.

Mr. Preston said his understanding is Docks and Harbors would get an indication from the Assembly if we should go forward with the RFP, and not just do this on our own.

Board Questions/Comments

None

Public Testimony

None

Board Deliberations

Mr. Preston wanted to know where the funding was coming from.

Mr. Gillette said it would come from the cruise ship money on the port side.

MOTION By MR. WILLIAMS: TO AUTHORIZE THE PORT DIRECTOR TO ENTER INTO A LUMP SUM CONTRACT WITH NORTHWIND ARCHITECTS TO PERFORM PROGRAMMING FOR THE PROPOSED MARINE SERVICES CENTER IN THE AMOUNT OF \$7,900 AND ASK UNANIMOUS CONSENT.

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VII. Items for Action (continued)

Motion passed without objection.

4. Auke Bay Loading Facility Phase II Contract Amendment.

Mr. Gillette said the contract for construction has been awarded, and now Docks and Harbors would like PND to do the observation and inspections that are required by permitting, and to coordinate the project. The fee proposal is \$172,920 dollars. This would be an amendment of their existing contract because they are the designers and the engineers for the project. Item # 17 on the fee proposal is in addition to what was already under contract for design. There is also some redesign work on the ramps for options to include a powered trailer and a gate systems.

Board Questions/Comments

Mr. Kueffner wanted to know if there was going to be an automatic gate installed.

Mr. Gillette said there will be.

Public Testimony

None

Board Deliberations

Mr. Donek asked who was going to do the rest of the inspections.

Mr. Gillette said this should be for most of the inspections Docks and Harbors is anticipating that is required.

Mr. Kueffner asked who was awarded the contract.

Mr. Gillette said Southeast Earth Movers was awarded the contract.

Mr. Preston wanted to know on the offsite inspection where they were going to be manufactured.

Mr. Gillette said Bellingham Marine is doing floats and concrete work. PND has offices in Seattle and can go inspect the work.

MOTION By MR. WILLIAMS: TO ENTER INTO AN AGREEMENT WITH PND ENGINEERING FOR ELECTRICAL AND CONSULTANT WORKS FOR AUKE BAY LOADING FACILITY PHASE II PROJECT AND NOT TO EXCEED \$172,920 AND ASK THIS BE FORWARDED TO THE ASSEMBLY AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

VIII. Items for Information/Discussion.

None

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IX. Committee and Board Member Reports.

1. Operations Committee Meeting- February 15, 2011

Mr. Busch said the Committee authorized the purchase of a used oil burner.

There was a presentation by the Harbormaster on the status of DeHart's work done last year and recommendations for this year. Mr. Busch said safety and liability issues were discussed with the conditions of the docks.

There were complaints received on launch ramp permits. Mr. Busch commended the Harbor personnel for doing their job of enforcing the launch ramp permits. There has been 250 launch ramp permits sold so far this year.

Mr. Benner gave a report on snow removal and highlighted Mr. Craig's great work performance on keeping the equipment going.

Mr. Benner reported there was good representation at the Seattle Boat Show.

He reported the Harbor crew has been tracking down water leaks, electrical issues, and sewer line repairs. Mr. Benner said Docks and Harbors purchased flow meters and are installing those to be able to identify water leaks faster and be part of a daily check.

He said he is still working on the Naval vessel visit to Juneau in the summer, and Marine Park is closed for parking now.

Mr. Busch said there were some comments received at the meeting from the public on potential areas to look at for repairs at DeHart's. There was also a report of one theft.

2. CIP/Planning Committee Meeting – February 17, 2011

Mr. Williams said the Committee went over the Marine Services Building programming.

The Committee received input on the Fisherman's Memorial. There was a proposal to move the Memorial to the area by Miners Cove. The Memorial Dock would extend toward the water a little and there was a possibility that it might conflict with some of the traffic and the yachts trying to get on the inside of the dock. There is also an issue of a land easement. There is good access for pedestrians and close to the current location, so local people could identify.

The Committee discussed the Memorandum of Agreement. Between CBJ engineering and Docks and Harbors Board. There were changes made to improve information flow with the goal of better integrated waterfront development efforts.

On the Direct Fish sales study updates, Northwind Architects did a presentation. Mr. Williams said this was a work in progress. They were looking at several areas and the Committee would like them to narrow it down more. They are going to work on the presentation more and bring the information back to the Committee.

Mr. Williams said Mr. Gillette also gave a CIP projects status update report.

Mr. Etheridge asked where the easement issue was.

Mr. Preston said the Franklin Dock.

3. Finance Committee Meeting – February 22, 2011

Mr. Kueffner reported there were two action items and they were both discussed here tonight. During the public comments on the rate increases, he did receive comments from Mr. Watson on things to think about. *Rates with respect to parking, and if there are reduction of services at DeHart's, to think about reducing the rates.*

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- X. PRAC Representative Report.
None

- XI. Port Engineer's Report.

Mr. Gillette's report was included in the packet, along with the CIP account summary updated to February 28.

Mr. Kueffner and Mr. Gillette discussed the account summary.

- XII. Harbor Master's Report.

Mr. Benner reported he was going to be representing Juneau at the Maritime Festivals in Marine Park in May.

He said there are two more water meters to install and every main water vault will have a meter.

A vessel started sinking in Douglas yesterday and the Harbor crew got there in time to stop it from sinking.

Mr. Benner said answering Mr. Watson's question on the Auke Bay parking permits, they are limited to 20 a month.

- XIII. Port Director's Report.

Mr. Stone said he is anticipating a very busy month of March. March 2nd is the Assembly meeting where they will go over the Managers recommendation for passenger fee projects. He does not know if Docks and Harbors will get anything, but he will attend.

He said DeHart's replacement plan portion of the Statter Harbor project will be taken to the CIP meeting. We will be discussing what to do with the dock replacement in the financial plan and then take to the Assembly.

The Geo Tech work for the new cruise ship dock has been completed. They found extensive rock anchors that will be needed. A few places has a lot of debris, and that is sometimes hard to deal with. Docks and Harbors has completed work with AEL & P figuring out what the possibilities of shore power is, and how to accommodate that in the future. Work has been completed with the public works department and the cruise lines in talking about waste water hook ups. An analysis has been completed on steel verses concrete pontoons. Everything is ready if CBJ wants to move ahead with this dock project.

Mr. Stone said he is talking to Petro Marine about a new fuel dock, and that fits in with the moorage replacement plan.

Mr. Stone said there is personnel issues that he and Mr. Benner have been dealing with.

There is the boat show in March

The Naval academy is coming on March 3rd to work on the new Auke Bay breakwater. They are helping the Corp. of Engineers do a design as part of their academy program.

- XIV. Assembly Liaison Report
None

- XV. Committee Administrative Matters.

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1. Operations Committee Meeting – March 22, 2011
5:00 p.m. at the Aurora Harbor Office
2. CIP/Planning Committee Meeting – March 24, 2011
5:00 p.m. in the CBJ Assembly Chambers
3. Finance Committee Meeting – March 29, 2011
5:00 p.m. in CBJ room 224
4. Regular Board Meeting – March 31, 2011
7.00 p.m. in the CBJ Assembly Chambers

Mr. Preston said he was going to be gone from March 3rd through the 7th and March 14th through the 18th.

XV. Adjournment.

The Regular Board Meeting adjourned at 7:50 pm.