

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**  
**For Thursday, November 29th, 2012**

I. Call to Order.

Mr. Busch called the Regular Board Meeting to order at 7:02 p.m. in the Assembly Chambers.

II. Roll Call.

The following members were present: Tom Donek, Eric Kueffner, Budd Simpson, Scott Spickler, Michael Williams, and Greg Busch

Absent: John Bush, David Logan, and Kevin Jardell

Also present were the following: Carl Uchtyl – Port Director, Gary Gillette – Port Engineer, Dwight Tajon – Harbormaster, and Loren Jones – Assembly Liaison.

III. Approval of Agenda.

Mr. Uchtyl asked to change Items for Action #2 presentation by the Port Engineer, vice Port Director.

***Motion By Mr. Kueffner: To approve the agenda as amended and ask unanimous consent.***

The motion passed with no objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the October 25th, 2012 Regular Board Meeting minutes were approved as presented.

V. Public Participation on Non-Agenda Items.  
None

VI. Items for Action

1. Launch Ramp Permits

Mr. Uchtyl said typically every year, Docks and Harbors issues 2000 launch ramp permits. Of these 2000, 1600 are issued to single boat owners. Approximately 400 are issued to multiple trailer owners and the issue that has been brought forward to my attention is there is inconsistencies on how these multiple trailers permits are issued. The ordinance in place is in your packet and reading the ordinance, it does not imply that multiple trailers are free. He said he would like to standardize the permit process throughout the Harbor so that everyone knows the rules and is consistent throughout. He knows that there are some long time Harbor patrons that had multiple trailer permits for free, but others would pay for each one every year. Docks and Harbors needs to make this fair for all patrons. This all came to light when trying to establish an on-line launch ramp permit sales by January 1<sup>st</sup>, 2013. Between selling the trailer permits on-line and the concerns of past practice of selling launch ramp permits, it is appropriate to have the discussion and get direction from the Board on how they want to move forward. This has been discussed at the last two Operation Committee meetings. In the last two years, three quarters of all the violations have been issued to launch ramp permit violators. Mr. Uchtyl said that is another reason why he wants this ordinance cleared up for the Harbor patrons to be compliant with the Harbor regulations. The question is how does the Board want the Harbor offices to issue the launch ramp permits starting 2013? Mr. Uchtyl said the six e-mails he has received on the launch ramp permits is in the package. Letters went out to all the

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 2

multiple launch ramp permit owners on Monday or Tuesday of this week. This was put in the Tideline and was on News of the North as well. If the Board wanted to wait until December for the final say this would still give enough time to have in place for January.

***Board Questions –***

Mr. Kueffner said based on the memo, 149 individuals claimed two boat trailers and 34 had more than two, and that is not what Mr. Uchtyl just said.

Mr. Tajon said the report came from both Aurora and Statter and it was a total of 400 permits.

Mr. Kueffner said the memo says ordinance regarding trailer permits, but the ordinance listed is for boat launch fees. It says nothing about trailer permits. Is there another ordinance or is this just how Docks and Harbors decided to administer launch ramp fees?

Mr. Uchtyl said he wrote the memo and he might have mixed the language.

Mr. Kueffner asked if there was another ordinance that uses the word trailer permits? The suggestion is to provide direction that boat launch permit requires payment of established fee and that does not connect back to the ordinance. Mr. Kueffner suggested to amend the ordinance to say something about trailer fees so if this is corrected, however it is decided, it fixes something.

Mr. Uchtyl said the ordinance term is Recreational Boat Launch Fees. He said he is using trailers because that is what people are buying permits for. The ordinance in paragraph two is the ordinance that applies to the launch permits.

***Public Comments –***

Thomas Hanley, Juneau, AK

He said he just got his notice yesterday and looking at the comments, he is echoing what is already in the packet. He said he doesn't have any problem with paying a user fee to support the use of the launch ramps. The question on the launch ramp fee versus trailer fee discussion is insightful. Mr. Hanley said he thinks the purpose of the launch ramp fee was for users to pay \$100 or \$96 per year in support of the launch ramp facilities. The way this is dealt with is to have a decal that goes on the trailer and that way when the boat is in the Harbor the Harbor department can recognize who paid and who hasn't paid. He said he has a fiberglass boat that he uses for fishing and an old aluminum skiff that he uses for accessing a cabin in south Douglas with a rocky beach. The times he goes, he is only using one boat at a time. He thinks the Harbor department system has worked really well and he hopes it can stay that way. He said it is consistent of a user fee rather than a trailer tax.

Dennis Watson, Juneau, AK

He said he was shocked when he heard at the Operations meeting that if you knew the right people you didn't have to pay for an extra trailer permit. He said if he would have known that back when he had two trailers, he wouldn't have had to pay for two. Obviously through the years, this Board or Harbormaster made a decision to take care of a special group of people. Apparently this Board has not been made aware of this for years, and that was disappointing to hear. Mr. Watson said he thinks that if you have two trailers you should have to pay for two permits. If you use a trailer, it should be permitted. Mr. Watson asked if the Harbors was going to refund the money to the people that have paid for two trailers in the past? He said he is not in favor of buy one and get the rest free. He said the other comment he has is that the charter boats that have multiple boats and trailers are probably taking advantage of the free trailer permits and that is unfair.

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 3

Gary Blackwell, Juneau, AK

He said you can take what Mr. Watson said in another direction. One guy has one boat and is hauled back and forth. He said you should be able to launch your boat, you are buying a privilege to launch your boat. Having two, or three, or four should not be an issue. If the ordinance needs to be changed than it should be changed. If there needs to be some in house cleaning to have things delivered in an even fashion than that should be done too, but to penalize people for having more than one boat is not right.

***Board Discussion/Action –***

Mr. Uchytel said he wanted to address Mr. Kueffners question on the memo. It was 149 individuals that claimed two trailers, so that was 300 permits, and 34 patrons that had multiple trailers, so that was 100 permits, making a total of 400 permits.

Mr. Kueffner said he wanted to know how many were single users and how many were multiple users.

Mr. Busch said 1600 single users and 183 multiple users.

Mr. Kueffner said he thinks this ordinance tells him that if he has a launch ramp permit he can use the launch ramp. He said he has a boat that he launches and he also has a Kayak that he walks down the ramp to launch. He said he feels the same way about people with multiple boats. It is unfair that it hasn't been applied evenly. It was not done malicious and he rejects any suggestion that it was done out of favoritism to particular people. It is just something no one thought about. He said he is in favor of paying the fee, and if you have ten boats you can use the launch ramp.

Mr. Donek said he was always under the impression that it was one trailer, one permit, but after reading Mr. Uchytel's memo it says use of the ramp. He said he is concerned with this because you can't take this language and go with one permit for one trailer without changing the language.

Mr. Williams said he considers the Harbor staff the expert because they are the enforcement for this regulation. He said when you get a launch ramp permit, you are paying for the right to use the ramp. He can also see paying for each trailer to be permitted, and track on an excel spreadsheet. He said if there are a lot of tickets on the launch ramp permits, than something is not working.

Mr. Tajon said the process that is currently used is if an individual is asking for three permits, they need to show the three trailer registrations to make sure their names are on the registration. This is where the problem is, the staff has noticed that their name will be on all three of them, and an additional different name will be on the other two. The Harbor staff has not been looking at the address, just the name. Another issue has been trying to track through the excel program. This is a huge printout, and for the Harbor staff to go through the license numbers is more time consuming than being at the launch ramps and checking to see if they have a permit. If no permit, they are issued a citations. In the past, Mr. Tajon said he has issued 50 tickets at Amalga Harbor. He said, it is not necessarily that the launch ramp regulation is broken, but individuals would prefer to take a chance to launch without a permit and hope they don't get caught.

Mr. Busch said there are a couple of different issues. Simplify and standardize the process for the Harbor Staff with the operation being the same as you register your car, one car, one registration, and you don't get any special deals for owning multiple cars per household. The Board is also trying to address potentials for abuse. Registrations that have multiple individuals on the registration, and an

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 4

individual only paying for one trailer permit and getting multiple trailer permits for free. The Board is trying to help staff close the loop hole that may cause a potential for abuse. The idea that if you have two boats you can only use one boat at a time, that is where it really did make sense in terms of the user fee. You pay the user fee and you can get a second permit for a trailer that is not used that often. There are a number of issues here and the Port Director did point out that this does not need to be decided today. Mr. Busch recommended to discuss this at the December Operations meeting.

Mr. Simpson said he has heard compelling arguments on both sides. The way he reads the ordinance is that it really is a user fee and not a per boat fee. He said he also agrees with the one car, one registration analogy, so it is hard to know what the right thing to do here is. This was brought to the Board due to the abuse situation by a few people who were putting their names on other boat registrations to take advantage of a free permit. He said he wants to find a way to prevent that. He is concerned that the notice for this action item didn't get out to the public in enough time to be able to attend this meeting. Mr. Simpson recommended to continue to think about this, look for some solutions and bring it back to the Operations meeting next month and try to address these issues.

Mr. Donek asked if letters got sent out to all the permit holders?

Mr. Uchytel said because of time, the direction that was given to staff was to send out to all the multiple permit holders and government permit holders.

Mr. Donek said it was not fair to just notify the multiple permit holders and leave the individuals that have been buying individual permits out of the loop.

Mr. Kueffner said the fact that one boat owner can only use one boat at a time is simply not true. That is an unfair assumption because if you are a government and an owner you can use ten trailers at the same time. If you are a family and have two trailers, father and son can use both boats at the same time. This fact is very unpersuasive to me. The permit is for the repair costs for the wear and tear on the launch ramp, docks, and parking spaces. This is a rental issue that needs to be fair. Mr. Kueffner recommended to take more time with the decision.

Mr. Williams said this is a work in progress and could go either way. He recommends to wait to make a decision until December.

**No Action** – This will go back to the Operations meeting on December 11<sup>th</sup>, 2012.

## 2. Statter Harbor Master Plan - revalidation

Mr. Gillette said he wanted to update the Board on the Statter Harbor master plan. With the progress that is being made, he felt he should bring back to the Board to give an update on where it is today. Mr. Gillette showed a power point presentation on the purpose and need for this project and pointed out the updates to many issues. This will improve safety, congested areas, in adequate on-site parking, unsafe off-site parking, aging infrastructure, improve harbor efficiency and operations, competing uses for a limited area, and limited vehicle and pedestrian access. Docks and Harbors goals to improve safety and efficiency is to separate uses, to reduce congestion, provide adequate on-site parking, replace the aging and unsafe facility and provide safe and pedestrian access. Docks and Harbors has been actively involved in this project since 2005. In June of 2005, Jensen Yorba Lott architects were hired and made a recommendation for a master plan. That master plan was recommended to the Assembly and in

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 5

October of 2005 the voters approved \$2.5 million in sales tax revenues for the construction of the master plan. In 2007 another \$5 million was approved. In 2008 PND was hired to do the park planning and permitting for the master plan with Phase I being the launch ramp. Some funds for the launch ramp came from Federal Fish & Wildlife Service funds, through Alaska Fish & Game which required Docks and Harbors to do the NEPA environmental assessment process which started in February of 2008. Docks and Harbors held an open house to receive public comments of the project. The Environmental Assessment was completed and the draft was released for public comment in 2010. There was a public presentation in 2011 at the UAS campus to update the public on the changes that have been made to the plan over time as it went through the environmental process. In March of 2012 the Corps of Engineers and the Department of Environmental Conservation issued a public notice periods for the Corps permit and water quality certification. In August of 2012 the DEC issued the water quality certification and in September the Army Corps of Engineers issued the permit for the ramp and the associated parking. In October of 2012, the voters approved another \$1.5 million for the boat haul out and kayak launch ramp which is part of the master plan. At the Assembly's most recent retreat, they were updated on this projects master plan. Mr. Gillette showed pictures from a power point presentation on the iterations from the master plan. The plan was cut down going through the Environmental Assessment process. Phase I of the project today is the repairs to the existing Statter Harbor and the replacement of DeHart's. All the permits are in place, construction began in October by Pacific Pile and Marine and all of DeHart's has been removed. Construction is still scheduled to be completed in May of 2013. Phase II is the launch ramp project. The NEPA process has been completed and we are waiting for the Finding Of No Significant Impact letter to be signed. The Army Corps of Engineers has issued their permit and we will still need CBJ conditional use permit and a project review which we will apply for in the very near future. Docks and Harbors intent is that we would then be able to get all the permits in place in early 2013 and then give the go ahead to the Engineers to do the final complete design which would be done around November and then bid in January 2014 with the construction to start in April 2014 and completion in May of 2015. The cost estimate for Phase II is \$9.5 million and we have this money. Phase III is the boat haul-out and kayak launch ramp. The existing ramp and boat haul out would be taken out and made wide enough to be able to use the new boat haul-out equipment. It is unknown what permits will be needed at this time because it is replacing an existing facility. The schedule is dependent on when the money is received for this phase. Docks and Harbors does have all the funding for Phase III. Future project would be a passenger for hire float and vehicle staging area, and we do not have funding at this time for this part of the project.

***Board Questions-***

Mr. Busch asked if there is any action needed from the Board tonight on this, and if any of this needs to go to the Assembly?

Mr. Gillette said this is what the Assembly has already seen. He said he just wanted the Board to know of all the changes because this project has been going on for so long, and this is the project that the Board wants to move forward with.

***Public Comments -***

Asia Ruzumny, Juneau, AK

She said she is not sure what revalidation of this project means. She is a condo property owner that is going to be hugely affected by this project and was not notified of this meeting until this afternoon. This project to date shows no resemblance of the grand and glorious design that was sold to the public to begin with. Ms. Ruzumny said in the past there has been a pattern of less than full disclosure or

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 6

clear content to let everyone know impacted by this project and what is going on.

There has been a lot of under the radar action that has happened and it is a huge concern to those of us that live there both to our property value and the quality of life. None of the Condo owners were given enough time to respond to this. Ms. Ruzumny said she understands that improvements are needed in the Harbor, and she is not trying to stop the project, but this has now become a fairly crude project and needs to be thought out a little more carefully so it does not impact the property owners. Ms. Razumny asked to have the revalidation tabled until other property owners have been given enough time to review this and respond. This is unacceptable to come up with something on such short notice.

***Board Discussion/Action-***

Mr. Kueffner said to him this action item is just a reaffirmation of the Boards support for the Statter Harbor Master plan. He said he would support a motion to reaffirm the Boards direction. Mr. Kueffner said he does not understand the comment that this is a crude project and has been overbuilt. The point he said he saw from Mr. Gillette's presentation was that it was grander and larger, but has been reduced. Mr. Kueffner sees no reason to table this action item.

Mr. Busch said he agrees with Mr. Kueffner. Mr. Busch said that when Mr. Uchytel started as Port Director he attended the updated presentation on this project at UAS. The update provided this same information. The loss of the green space from the 2005 master plan was essentially the work of the environmental assessment

Mr. Donek said he was involved in the original master plan. The plan brought here tonight has been sliced and diced down to nothing by the environmental assessment. This is the plan, and the project needs to be completed. Mr. Donek said he has to support what he can get.

***Motion By Mr. Kueffner: To reaffirm the Statter Harbor master plan presented by Mr. Gillette and ask for unanimous consent.***

Motion passed with no objection

**3. Gitkov Lease**

Mr. Uchytel said this is a lease that expired in September of 2012. Ms. Hawkins and Mr. Gitkov have applied for another 35 year lease. The property has been appraised by Horan and Company and the recommended lease rent is \$.15 sq/foot. On Tuesday the Finance Committee recommended to the full Board that it move forward with the \$.15 sq/foot lease rent basis.

***Board Questions-***

Mr. Busch asked if it would go to the Lands Committee next?

Mr. Uchytel said it would go to the Lands Committee.

Mr. Simpson asked what the annual value will be at \$.15/sq foot?

Mr. Uchytel said \$11,030, and it was \$8,097.98 annually.

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 7

***Public Comments -***

John Gitkov, Juneau, AK

He said five years ago when it was discussed to increase his rent rate, he brought to the attention of the Harbor Board that the Commercial Loading facility that is approximately 300 yards away would have a negative effect on the value of his lease. He said Greens Creek boats do utilize his dock, but two thirds of this lease is for landing craft loading and fish offloading. Business that used to be conducted at his location is now being conducted at the Loading facility (ex, fuel off loading, fuel transfer, oil boom storage, fishing, landing craft offloading and storage, and forklift and cranes uses). Mr. Gitkov said the Commercial Loading facility has been a huge competition to his operation and he has lost a lot of business. He said CBJ doesn't need to get insurance and they don't have to pay a tidelands lease. Mr. Gitkov said he loses a vast majority of his business to CBJ and then he gets a 40% increase on his lease rent. He said he is in favor of the Commercial Loading facility but in the private enterprise, this puts a bad taste in his mouth. He suggested to maybe split the difference from the current \$.11/sq foot and \$.15/sq foot. He said with the 40% rent increase and the taxes to be paid on this lease it gets hard to do business in this town.

Mr. Kueffner asked who his neighbors were?

Mr. Gitkov said Allen Marine on one side and the state ferry on the other side with the commercial loading facility on the other side of that.

Mr. Kueffner asked if his property directly abuts the Commercial Loading Facility?

Mr. Gitkov said the ferry terminal and Glacier Seafoods is in between.

Mr. Kueffner asked if Allen Marine had the same amount of area as Mr. Gitkov has?

Mr. Gitkov said they are basically one floating facility solely dedicated to charter boats.

Mr. Simpson asked if he owned any of tidelands that he operated on?

Mr. Gitkov said no, but would love to.

Mr. Simpson asked if this lease represented his whole operation?

Mr. Gitkov said this lease is a little more than half.

Mr. Simpson said what is the rest of it?

Mr. Gitkov said there is adjoining property on each side of this lease, 50' piece on one side and 100' piece on the other side.

Mr. Simpson asked if that was a lease from Docks and Harbors as well.

Mr. Gitkov said yes, and that is used mainly for oil boom storage.

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 8

***Board Discussion/Action-***

Mr. Spickler asked if the Board was obligated to make decisions based on the appraisal, or is there any alterations based on hardship?

Mr. Uchytel said in 2008 Docks and Harbors staff recommended to set Mr. Gitkov's rent at 8% of the assessed value which was \$.15/sq/foot. Mr. Gitkov petitioned the Board staff for a reassessment and the Board decided on \$.11 sq/foot. With the Assembly being the final approval, Mr. Uchytel said the Board would have to have a good reason not to accept the recommended appraisal rate. He said Mr. Gitkov could also get his own appraisal and could negotiate from that.

Mr. Simpson said when this Board looked at this lease in 2008, the Commercial Loading Facility was not there yet. Because we are the competitor and has taken business from Mr. Gitkov, he said there should be some relief based on his request. Mr. Simpson said he thinks Mr. Gitkov's request to split the difference would probably be fair, but he does not know how to get to the right number. He said he would be opposed to just blindly using the \$.15/sq foot figure. He said he does not think the appraisal takes into account that the Docks and Harbors is the monopoly competitor.

Mr. Kueffner said he does not agree with the idea that the Board can charge whatever we want. There is a process to get an appraisal and base the rent on that, not just have free rein to charge whatever. He looked at the rent rate on the adjoining properties and their rate has been \$.15/sq foot 10 years ago and does not see the \$.15 per sq/foot for this property too high. Mr. Kueffner suggests to go with the Horan appraisal because it is well founded. He said he understands the comments about competition, but in essence the appraiser is to take those issues into account. Mr. Kueffner said he approves the recommendation from the staff for \$.15/sq foot.

Mr. Uchytel said the lease rent on Mr. Gitkov's adjoining lease is \$.14/sq foot. He is assuming that rent will probably be adjusted to \$.15/ sq foot on the next adjustment date.

***Public Comment***

John Gitkov, Juneau, AK

He said that in the appraisal the appraiser believed that the Commercial Loading facility was actually a benefit and that would increase the value of Mr. Gitkov's lease.

Mr. Williams said he does see the Commercial Loading facility used a lot and believes it does impact Mr. Gitkov. He said the other leases that are close to Mr. Gitkov are different. He does not believe the appraiser took into account the Loading facility as competition. Mr. Williams did agree that there is a process and should stick to the parameters of that process. The rent rate should increase but does not know how much.

Mr. Donek said he is not sure what the Board's latitude is. Previous Boards have done things that have not followed a procedure. He said Mr. Uchytel has worked hard to standardize this lease process. Mr. Donek recommends to send back to the Finance Committee to work it out there and bring back to the final Board.

Mr. Uchytel said this lease has expired, but while in negotiations it is in holdover until this rent matter is settled.



CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 9

Mr. Busch said he is indecisive. If the Board does not want to go with Horan's appraisal, he said there should be some documentation that shows the loss of revenue.

Mr. Simpson said the Horan report makes the bold statement that the Loading facility benefits the Gitkov facility, but does not have any basis for that. Many of us on the Board know that is not right and Mr. Gitkov has said that the Loading facility has impacted his business. Mr. Simpson said the appraisals are sent to the Board for review and discussion and to hear from the people who are affected and then use the Board's judgment.

Mr. Williams said if the Board decides not to take the appraisals recommended rent rate than it needs to be documented with facts as to why the Board made this decision.

**No Action** - The Board wanted this to go back to the Finance Committee to discuss further at the December meeting.

3. Harbor Enterprises, Inc. (dba Petro Marine) Fuel Dock Lease

Mr. Uchytel said this was brought before this Board last month and there was a question as to why Docks and Harbors was working with Petro Marine as a sole source for the fuel dock. He said back in 2005 Petro Marine was provided the right of first refusal by not exercising the right to purchase DeHart's Marina. The concept is that they would be given the first right to negotiate a lease for a new fuel dock in consideration for not purchasing DeHart's Marina. CBJ Law has looked at this and they have concluded the negotiating directive given to Petro Marine is above board and appropriate.

**Board Questions-**

Mr. Simpson said he was the one that raised the question and was happy with the answer.

**Public Comments**-None

**Board Discussion/Action –**

**Motion By Mr. Donek: To Forward this lease on to the Assembly for approval and ask unanimous consent.**

**Motion passed with no objection.**

VII. Items for Information/Discussion.

1. 16B Appeal Results –

Mr. Uchytel said the appeal was Monday and CDD and Mr. Gillette provided compelling arguments on behalf of the applicant and then the Assembly met in executive session. The assembly has 45 days to render a decision.

Mr. Jones said the Assembly has given direction to the CBJ Law Department and they are drafting the decision and it will come back to the assembly and made public.

Mr. Uchytel said he is confident that Docks and Harbors will win the appeal and he would like to move forward on the 1% for art portion of the project. He said if anyone would like to be on the panel please let him know.

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 10

Mr. Kueffner volunteered to be on the panel.

2. Douglas Harbor Update -

Mr. Gillette said Docks and Harbors is still waiting on the final permits for Douglas Harbor. The Alaska District Corps of Engineers has been working with Docks and Harbors and they feel confident that we will get permits by the end of the year. PND was asked to prepare an updated cost estimate of the previous design and did a cost estimate based on what permits we think we will receive, which is capping the dredged material with a 6" cap and capping the Douglas Harbor with a 6" cap. The base bid is \$8.5 million with an alternative of adding another ramp of \$300,000 with a total project being \$8.8 million. Docks and Harbors has on hand \$3.6 million and a \$2 million DOT Harbor grant with a total of \$5.6 million. A shortfall of \$3.2 million. This amount could change a little, but we will need to come up with more money.

VIII. Committee and Board Member Reports.

1. Operations Committee Meeting- November 13<sup>th</sup>, 2012

Mr. Busch said the one action item was the launch ramp permit and on-line sales. This was the second meeting for this discussion and the launch ramp permits will come back to the December meeting also.

2. CIP/Planning Committee Meeting – Cancelled

3. Finance Committee Meeting- November 27<sup>th</sup>, 2012

Mr. Kueffner said the Gitkov lease was an action item that was discussed here tonight. There was an update on Goldbelt Tram lease – Goldbelt has done a preliminary appraisal along the lines that we requested. Without conceding their methodology was wrong they were willing to cooperate that far. Both sides have not yet reached a conclusion, but Mr. Uchytel is going to have further discussions. There was a budget overview from Bob Bartholomew, the Finance Director, who was very encouraging by showing the Committee budget documents that were easier to read.

4. Member Reports – Mr. Busch said Mr. David Stone, who was a past assembly liaison, memorial service will be held on December 5<sup>th</sup> at 2:00 p.m. at Centennial Hall.

IX. PRAC Representative Report – Ms. Hood was absent.

X. Port Engineer's Report.

Mr. Gillette said the cruise terminal project which was to remove the gang ramp down by the old ferry terminal has been removed and pilings are in for a new retaining wall. The project seems to be going pretty well. Statter Harbor is on track, all the floats have been poured and loaded on a barge and will be heading to Juneau soon.

XI. Harbormaster's Report.

Mr. Tajon said the vendor booths were blown over in a domino effect toward the awning. One was damaged a little by the fascia board. Staff has not been able to bolt in place because of the new concrete. Moving these booths to a safer place is something very important so no one gets hurt. Joe Lilly was hired to look for a waterline leak in Aurora. There were no leaks found.

CBJ DOCKS & HARBORS BOARD  
**REGULAR BOARD MEETING MINUTES**

November 29<sup>th</sup>, 2012

Page: 11

XII. Port Director's Report.

Mr. Uchytel said he was approached by a DIPAC board member that was interested in granting approximately \$400,000 to Docks and Harbors. He said he is working with CBJ Law to figure out how this can be done.

In the Tideline he mentioned that there was a very nice USS Juneau Memorial Ceremony and added two links, one for the full Ceremony and a two minute Ceremony. Mr. Gillette did a very nice job speaking. Mr. Uchytel said he is working with the Juneau Radio Center, Juneau Yacht Club and Juneau Chamber of Commerce for the second annual boat lighting contest. The judging will be the 22<sup>nd</sup> and 23<sup>rd</sup> of December. Mr. Uchytel asked if any of the Board members would like to volunteer to be a judge? Mr. Uchytel said the Donohue lease that was past due has been fully paid and reassigned to the estate of Elizabeth Haffner.

Mr. Uchytel said he will be meeting with Mr. Duvernay with Juneau Marine Services to discuss back rent tomorrow.

On Monday he accepted an award from the assembly for the Alaska Municipal league for public works and infrastructure project award for the Auke Bay Loading Facility.

Mr. Uchytel said he has been working with the Finance Director Bob Bartholomew who has been extremely helpful. The reports have not been timely, and the Finance Director is working to change that. Based on the Harbor expenses at the end of FY12 we were 5% under what was budgeted for, and the revenues were 15% up. For Docks expenses at the end of FY12 were down 10% and revenues were up 6%.

XIII. Assembly Liaison Report

Mr. Jones said nothing additional.

XIV. Committee Administrative Matters.

1. Operations Committee Meeting – December 11<sup>th</sup>, 2012
2. CIP/Planning Committee Meeting – December 13<sup>th</sup>, 2012
3. Finance Committee Meeting –December 18<sup>th</sup>, 2012
4. Regular Board Meeting – December 20<sup>th</sup>, 2012

XV. The Regular Board Meeting adjourned at 8:57 p.m.