

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 5:28 p.m. in the Assembly Chambers

II. Roll Call.

The following members were present: Greg Busch (via telephone), Bob Janes, David Logan, Mike Peterson, Budd Simpson, Scott Spickler, and Tom Donek.

Absent: John Bush and Kevin Jardell

Also present were the following: Carl Uchtyl – Port Director, Gary Gillette – Port Engineer, Dwight Tajon – Harbormaster, Loren Jones- Assembly Liaison, Dixie Hood – PRAC Liaison, Kate Mickelson– PND Representative, and Mathew Sill– PND Representative.

III. Approval of Agenda.

Mr. Uchtyl would like to change Action item #5 Assignment of Committee's to the #2 spot, add a Special Order of Business after Public Participation, and add two Items for Information.

2 Request from CDD to rezone the Auke Bay Post Office area.

3 PND to provide a brief overview of the results of the Aurora Harbor rebuild meeting.

MOTION By MR. LOGAN: TO APPROVE THE AGENDA AS AMENDED AND ASK UNANIMOUS CONSENT.

Motion was approved with no objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the June 27th, 2013 Regular Board Meeting Minutes and the July 2nd, 2013 Special Board Meeting Minutes were approved as presented.

V. Public Participation on Non-Agenda Items

Cameron Byrnes, North Douglas, AK

He said he is here to talk about parking issues at the Auke Bay Harbor. Mr. Byrnes said he is an employee of Gastineau Guiding and drives commercial vehicles to drop off and pick up passengers in the Auke Bay harbor parking area and has for years. He talked about an incident he encountered while

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

parking at the back of the lot at Auke Bay in the bus area parking where he has used for years. He was told he can no longer use that area of parking and was told that area was never for Commercial buses to use due to safety. Mr. Byrnes said there is not enough room for commercial buses to park at Auke Bay harbor and described how the buses constantly rotate with drop offs and pickups. Each year the commercial activities are growing at Auke Bay, and the commercial use area for buses has not grown. There has been no additional parking areas added in years. He asked why the bus drivers are getting hassled by the Harbor staff instead of helped by directing traffic if there is a safety issue. Mr. Byrnes said he could come up with changes that would improve the parking area tomorrow. He asked why the Harbor staff can't come up with anything.

Mr. Simpson asked where the back of the lot area is that he was referring to.

Mr. Byrnes said by the area that has eight spots on the cement that holds two piles of lumber and a sweeper. It is between the Kayaks and the Dolphin building. He said he pulls up in the bus and loads and unloads and has been doing that for years, but was told that area is not to be used for that.

Mr. Donek said he will refer this issue to the Operations Committee to discuss at the August meeting.

Mr. Byrnes said he has suggestions that will help relieve some of the congestion tomorrow.

Mr. Donek suggested to work with the Harbormaster.

Douglas Ward, Juneau, AK

He said he is the operator of Dolphin tours and wanted to also address the bus parking area in Auke Bay. This is a real problem that affects everyone in the Harbor. Too many buses are attempting to load and unload simultaneously. Mr. Ward spoke with some of the other bus operators and have agreed that some of the issues can be fixed internally by working together. He is requesting a verbal acknowledgement from the Board to work with the Harbor staff to come up with a solution to make commercial bus operations run smoother.

Mr. Peterson asked if this bus parking issue is a new issue or recurring problem?

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

Mr. Ward said this has been on going. There is just not enough space. Individual operators need to work together to stagger arrival and departure times to smooth things out and avoid chaos.

Mr. Spickler asked how long a bus is typically parked for pick up or drop off of passengers?

Mr. Ward said all the operations are different, but a lot of the vehicle can be there for five minutes and get their job accomplished.

Mr. Peterson asked if the front end of the parking lot is where he is referring to?

Mr. Ward described the area and how it is used with the parking in the front.

Mr. Peterson asked if Gastineau Guiding is using the other side of the parking lot?

Mr. Ward said yes but that is not a good spot. It is better to be on this side of the lot to have passengers stay on the side walk.

Mr. Janes asked if staging on the far side of the lot was an unsafe situation?

Mr. Ward said the concern is that the passengers are not familiar with the environment and it could be unsafe, but if that area is just used as a staging area, it could provide for a quick pick up when they see their passengers.

Mr. Logan asked if Mr. Tajon could work with the commercial bus operators or does he need more from the Board.

Mr. Tajon said he can work with the operators.

Mr. Donek recommended to work with Mr. Uchytel and Mr. Tajon to come up with a solution for the bus operators.

Mr. Uchytel said he is looking into a TBMP type process for Auke Bay that all the users agree to.

Special Order of Business

Mr. Uchytel presented Employee of the Quarter award from January to March to Teena Scovill and read the award recognition letter.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

VI. Items for Action

1. Election of the Board Chair and Vice-Chair

Mr. Busch asked for nominations for the Board Chair.

MOTION By MR. LOGAN: TO NOMINATE GREG BUSCH FOR BOARD CHAIR AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

Mr. Busch was elected the Board Chair.

MOTION By MR. BUSCH: TO NOMINATE MR. DONEK AS VICE-CHAIR FOR THE BOARD.

THE MOTION WAS SECONDED.

Motion passed with no objection.

Mr. Donek was elected the Vice-Chair.

Public Comment – None

2. PND Contract Amendment for Taku Dock

Mr. Gillette said in the packet is the information proposal from PND to provide contract administration inspection services for the Taku Dock modifications. Trucano is the contractor and PND would be there to do inspections during construction and handle the contract administration. This is a time and material fee proposal for \$99,420. This would be the maximum amount charged, and would be keeping in the size and scale for this size of a project.

Board Questions

Mr. Simpson asked if this was in the Board authority or does this need to go to the Assembly?

Mr. Gillette said this would not have to go to the Assembly because it is under \$100,000. If it is decided tonight to move forward, staff will prepare the amendment and move forward with the project.

Public Comment-None

Board Discussion/Action

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

MOTION By MR. SIMPSON: TO APPROVE THE PROPOSAL FROM PND AND ASK UNANIMOUS CONSENT.

Motion Passed without objection

3. Appropriation of \$500,000 from State for Statter Harbor

Mr. Gillette said this is the \$500,000 that was awarded from the State Legislature this last session for Statter Harbor Haul out facility. This needs to go to the Assembly for appropriation.

Board Question – None

Public Comment – None

Board Discussion/Action

MOTION By MR. LOGAN: RECOMMEND TO THE ASSEMBLY THAT THE \$500,000 BE APPROPRIATED FROM THE STATE FOR THE STATTER HARBOR PROJECT AND ASK UNANIMOUS CONSENT.

Motion Passed without objection

4. Appropriation of \$86,600 from ADOT/PF for Access Easement

Mr. Uchytel said this requires Assembly action to receive the money that the State is paying Docks and Harbors for the permanent easement to the Dick Deems property.

Board Questions - None

Public Comment

Dixie Hood, Juneau, AK

Ms. Hood said she wanted clarification on access to what?

Mr. Uchytel said to build a round-about in Auke Bay, ADOT needed access through Docks and Harbors property to provide a driveway easement to the Dick Deems property, and through an open and transparent process agreed on this price. This action allows the money to be received from the State to a Docks and Harbors CIP account.

Ms. Hood asked if this was for the Auke Bay round-about.

Mr. Uchytel said yes.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

Board Discussion/Action

MOTION By MR LOGAN: TO APPROVE THE APPROPRIATION OF \$86,600 FROM ADOT FOR THE EASEMENT AND ASK UNANIMOUS CONSENT.

Motion Passed without objection

5. Assignment of Committees

Mr. Busch said after taking into consideration the input from the Board members as well as the minutes from the last meeting and talking to Mr. Uchytel and Mr. Jardell, he plans to start out with two Committees. There will be a combined Operations/CIP Committee and a Finance Committee. These Committees will be in place until the By-Laws are revised. The By-Laws Committee will reconvene no later than October 1st.

Members for the Operations/CIP Committee

Budd Simpson - Chair

David Logan – Vice Chair

John Bush

Bob Janes

This first combined meeting will be on the CIP Schedule that meets on Thursday August 22nd at 5:00 pm in the Assembly Chambers.

Members for the Finance Committee

Tom Donek - Chair

Scott Spickler - Vice Chair

Kevin Jardell

Mike Peterson

This will be on the regular scheduled time on August 27th at 5:00 pm in CBJ Room 224.

Mr. Busch assigned Mr. Peterson as Liaison to the Lands Committee.

Mr. Busch assigned Mr. Simpson, Mr. Jardell and himself on the Port Director's Evaluation committee that will meet in executive session after the Board meeting in August.

Board Questions

Mr. Peterson wanted to confirm that the Finance meeting was on Tuesday August 27th.

Mr. Busch confirmed that was correct.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

No Motion Needed.

VII. Items for Information/Discussion.

1. Special Board Meeting August 14th, 15th, or 16th at noon – Cruiseship Terminal Staging Area (CSTSA)Phase II Bid Award Approval.

Mr. Gillette said the bids for this project are scheduled to be submitted by August 6th. This could be extended for a short time, but this is scheduled to go to the Assembly for approval August 19th. In order to do that, the Board would need to be willing to hold a Special meeting on August 14, 15, or 16th at noon to approve this one item. This project is scheduled to start September 19th.

The Board decided to hold the Special meeting on August 14th at noon.

2. Request from Community Development Department (CDD) to rezone the Auke Bay Post Office area.

Mr. Gillette said CDD requested Docks and Harbors sign an application to rezone a piece of property Docks and Harbors owns in Auke Bay. This piece of property is part of our Statter Harbor project that has been recently acquired from the State. This request is because the owners of the building the Post Office is in are planning to convert the lower floor into apartments. The Post Office has five more years on their lease and then will likely move out. They plan on converting the offices not used now to apartments and when the Post Office moves, they will convert that part of the building to apartments also. To allow this to happen this property needs to be in a general commercial zone, instead of a waterfront commercial zone which it is presently. CDD only entertains zone changes in July and January. Unless the Board objects, the Port Director will sign the application and apply for the zone change so the public process can move forward. Staff has done a little bit of research on this and does not see any harm this rezoning will cause to Docks and Harbors project. If staff finds out later this would not be good for Docks and Harbors staff can pull the support of this rezoning. This is not an action item, but just informing the Board of this rezoning and that the Port Director is going to sign the application unless the Board objects to this.

Mr. Donek asked if there will be any harm to Docks and Harbors project from this rezoning?

Mr. Gillette said no. The current project is in a waterfront commercial and staff has already received the conditional use permit for the Statter Harbor

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

launch ramp project, going to a general commercial zone will not preclude Docks and Harbors from completing this project.

Mr. Peterson said he objects because this is landing on the Board's desk tonight and asking for some kind of action. If the Board was to give approval, and down the road decided to object, the argument from the other side of the fence could be then why did you approve this in the first place.

Mr. Gillette said just to be clear, staff is not asking for approval from the Board but just informing the Board of the Port Directors intent to sign the application.

Mr. Spickler said he recommends to sign this application and move forward. He does not see a down side to this.

Mr. Janes asked why the rezoning area is so large?

Mr. Gillette said because that is the size of one parcel, and for zoning purposes makes the connection for the area requested to rezone.

Mr. Logan asked about the timeline of only doing these changes in July or January.

Mr. Gillette said they only accept application in July or January, and could take months to get through the process.

Mr. Donek confirmed that this is not a done deal and this is just to start the public process.

3. PND to provide a brief overview of the results of the Aurora Harbor rebuild meeting.

Mr. Uchytel said he invited Kate Mickelson and Mathew Sill to provide a quick review of last night's public meeting on the 35% design for the Aurora Harbor rebuild and is asking the Board to give guidance to Staff on moving forward.

Mr. Sill said he is going to go over the cost and the schedule of this project and then get to the options that PND will need guidance on. Mr. Sill said Phase I of the project budget is at \$10.61 million. The timeline for this phase of design is by the end of July 2013 and they need some direction to move forward. The Army Coeur of Engineers permit has already been submitted. The remainder of this year will concentrate on

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

the final design, filling out the bid package, and working on the floats. PND hopes to advertise and award the construction contract in March of 2014. Float construction is a long process that will start in May 2014 and last to January 2015. On-site construction will be from October 2014 to April 2015, and then hand off the project on May 1st of 2015. Mr. Sill talked about all the features currently in Aurora Harbor that they would like to keep in the design, number of stalls and configuration, keeping as much of the navigational channel as possible(it's already quite narrow), timber construction, and the uplands access to the Harbor. The improvements recommended to the current Aurora Harbor would be, wider and stronger fingers, increase the berth width, eliminate submerged timber, raise the freeboard on the floats, and with the fixed basin realigning the headwalk to get some extra room. Implementing the improvements and keeping the liked features of the current Aurora Harbor, he went over different options for the Board to give guidance to move forward. Mr. Sill said all the options will realign the headwalk float by moving the angle and pushing the whole float closer to the shore, this will increase moorage area, and reducing the navigational channel by 4' to make everything fit a little better. All the options will also still have the same approach dock and a new wider gangway landing float. Mr. Sill went over the options;

Option 1 – Provide the maximum berth width while maintaining the current number and configuration of berths.

Positive impacts:

- Realign the Headwalk – Increased Moorage area.
- Increased Berth Width – Maneuvering room & wider vessels
- Number and configuration of berths – same as existing

Concerns:

- Narrow Fingers – Safety & Strength
- Reduced Navigation channel width

Option 2 – Provide the best balance between berth width and finger width, while maintaining current berths.

Positive impacts:

- Realign the Headwalk – Increased Moorage area.
- Increased Berth Width – Where conditions allow
- Maintain number and general configuration of berths
- Increased Finger width – Safer & Stronger

Concerns:

- Reduced Berth Width – Some locations
- Reduced Navigation Channel Width

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

Option 3 – Provide the maximum possible berth widths on A & B Floats, at the cost of losing 6 moorage berths.

Positive Impacts:

- Realign the Headwalk – Increased moorage area
- Increased A & B Float Berth Width – Future fishing vessels
- Increased Finger Width – Safer & Stronger

Concerns:

- Reduced Berth Width – C float
- Reduced Navigation Channel Width
- Reduced Moorage Berth – 6 Total

Option 4 – Provide the maximum possible berth widths on A Float, at the cost of losing 2 Moorage Berths.

Positive Impacts:

- Realign the Headwalk – Increased moorage area
- Increased A Float Berth Width – Future Fishing Vessels
- Increased Finger Width – Safer & Stronger

Concerns:

- Reduced Berth Width – C Float
- Reduced Navigation Channel Width
- Reduced Moorage Berth – 2 Total

Float Features:

Modern Design
All Timber Above Water
Tough Poly Tub Flotation
Higher Freeboard for increased accessibility
Low maintenance
Bullrail gaps to provide ADA Accessibility

Mr. Sill said PND is looking for guidance for which option the Board would like to move forward with.

Mr. Busch said this is an important issue and this should be an action item for the Operations/CIP Committee meeting in August. He recommends to get input from the fishing industry so the Board knows based on input that the right decision is made.

Mr. Donek asked if this is put on the August Operations/CIP meeting agenda if it will affect the design schedule?

Mr. Gillette said PND has other work to do on this project, but it would be helpful if the Board could give direction to go with the wider finger

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

floats so they could be designing the finger floats and that would keep them on schedule. Mr. Gillette said the wider finger floats are a better option because of being more stable and safer.

Mr. Busch said he would eliminate Option 1 and focus on Options 2-4 with the wider finger floats.

Mr. Simpson recommended to take this up at the Operations/CIP Meeting to provide time for more public input.

Mr. Uchtyl said his efforts to get the Commercial Fisherman to come to the meeting included sending e-mails to Mike Erickson, Hank Bombgard, Greg Fisk, Juneau Fisheries Development Committee and Jim Becker to get their input.

Mr. Donek said this is a bad time of year for the fishing industry to come to a meeting because they are out fishing. He said one of the comments from last night was that "if we build it they will come". He said he has a problem with that comment because he doesn't want to displace six boats hoping that the big fishing boats come in to replace them. Mr. Donek said he would like to pursue Option 2 with the wider floats. He asked the question if it would be possible in about 10 to 15 years from now if needed to remove a finger and adjust the remaining fingers to accommodate the wider boats?

Mr. Sill said moving the fingers would take some thought, but it would be possible. The problem would be removing the piles when contractors can't get a barge in the Harbor after it is all built.

Mr. Janes said that is a good thought to design the floats for potential expansion or change. In the design place the anchors and pilings in locations that would cause minimum impact with change.

Mr. Sill said because piano hinges are used on the fingers, moving the finger is not such a big deal, it would be finding a place to put more holes. The real problem would be pulling the pilings, and the geometry of the site would make that difficult.

Mr. Donek said the Board would like PND to pursue option 2 and come back to the Operations/CIP meeting in August for public input.

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

Mr. Sill said if Options 2, 3, or 4, were chosen, it would not take a lot of effort to change from one option to another.

Mr. Busch said he would like to make sure to look at Options 2, 3, and 4 at the Operations/CIP meeting.

Mr. Logan requested to have a PND representative at the Operations/CIP meeting.

VIII. Committee and Board Member Reports

1. Operations Committee Meeting –Cancelled
2. CIP/Planning Committee Meeting – Cancelled
3. Finance Committee Meeting – Cancelled
4. Member Reports –

IX. PRAC Representative Report-

Ms. Hood said PRAC's July meeting was cancelled, and will not be having one in August.

X. Port Engineer's Report –

Mr. Gillette said his report was in the packet, and he also completed a CIP project schedule to show where projects are lining up over the next few years.

Mr. Logan asked about the Douglas Harbor project.

Mr. Gillette said at this time the Douglas project is on hold.

Mr. Uchtyl said he received a letter from EPA for demands and the Corps of Engineers is working on responding to that letter with their budget and their consultant in Washington State.

Mr. Logan asked what the demands were?

Mr. Uchtyl said they are challenging the original computer model of the disposal ground and how the cone dredge spoils will look like. They are asking to rerun the program and validate that 6" of cover can be on every inch of the cone spoils. That is the primary concern.

XI. Harbormaster's Report –

Mr. Tajon said he met with Richard Behrends with Behrends Mechanical on the Harris sewer pit for replacement of the lift station pumps. Mr. Tajon said

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

Mr. Behrends suggested to not install the new pumps due to cost of pumping out the lift stations twice a year at \$800.00 versus \$13,000 every two to three years. No further action will be taken at this time and the Harris pit will be treated as a septic tank. Staff will put this pit on a regular schedule for pumping to prevent overflow.

Mr. Donek asked if DEC was okay with this?

Mr. Tajon said he will contact them.

Mr. Tajon said he applied for a FY 13 \$100,000 port security grant. Docks and Harbors will know if they will be awarded this by the end of September. If awarded this will purchase the new port security camera's for the 16B project. The current camera's have been in place for eight years and is aging rapidly.

Mr. Peterson asked what the replacement cost for the Camera's is?

Mr. Tajon said roughly \$60,000 to \$75,000.

Mr. Logan asked if this would be wireless?

Mr. Tajon said no, the radio transmitters are not good for wireless.

XII. Port Director's Report

Mr. Uchytel said he is expecting an answer in the next couple weeks from ADOT on the \$3.3 million grant money for the Marine services building under bridge park.

Docks and Harbors has hired three Harbor Technicians this last week. The Mike Pusich interpretive sign was installed at Douglas Harbor today. The Pusich family has invited the Board to their family reunion picnic from 3 – 7 on Saturday.

The Port Engineer has drafted and evaluated the need for a Project Labor Agreement for the 16B project. His analysis was that this is not needed due to the 16B project lack of complexity and other items.

Mr. Uchytel said he was approached by Fish & Game last year to provide 26 parking spaces from October to April for Fish & Game government vehicles in the Douglas Harbor parking area, and set up a use agreement for this service. An equivalent government agency from the State is requesting parking for 40 vehicles in the Douglas Harbor parking area. This is needed due to construction going on at the Fish & Game building. Mr. Uchytel said

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, July 25th, 2013

he is doing a vehicle count daily to see if Docks and Harbors can accommodate this agency.

There has been a lot of interest for Filming in Juneau this summer. There was filming for the Amazing Race. We have also given consent to film on the Docks and Harbors facilities. American Eagles, which is a clothing line, has requested to film models at the North Douglas Launch Ramp and have assured Mr. Uchytel they will not interfere with operations. A German crew that is flying some Commercial Fisherman around will be at Statter Harbor on Saturday.

The Auke Bay Loading facility has been used four times by Commercial Launch Ramp Permit holders due to the changes to promote use at the facility.

Mr. Uchytel said he met with Mr. Simpson and Mr. Fisk to look at the possibility of working into arrangement with UAS for the property near the Aurora Harbor. Mr. Fisk will make contact with UAS and see what would be available for opportunities for Docks and Harbors to pursue that property downtown.

Mr. Donek asked why there are about six cars parked at the ABLF?

Mr. Uchytel said these are fisherman's vehicle and not considered as long term parking, which the conditional use permit does not allow.

Mr. Donek asked what the definition of long term was.

Mr. Uchytel said thirty days.

XIII. Assembly Liaison Report

Mr. Jones didn't have a report.

XIV. Committee Administrative Matters

- a. Operations/CIP Committee Meeting – Next meeting is August 22nd, 2013 in the Assembly Chambers at 5:00 p.m.
- b. Finance Committee Meeting – Next meeting is August 27th, 2013 in CBJ Room 224 at 5:00 p.m.
- c. Board Meeting – Next meeting is August 29th, 2013 in the Assembly Chambers at 5:30 p.m.

XV. Adjournment

The regular Board Meeting adjourned at 7:10 p.m.