

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, May 29th, 2014
(No Audio)

I. Call to Order.

Mr. Busch called the Regular Board Meeting to order at 5:31 p.m. in the Assembly Chambers

II. Roll Call.

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

Absent: Kevin Jardell

Also present were the following: Carl Uchytel – Port Director, Gary Gillette – Port Engineer, Dave Borg – Harbormaster, and Loren Jones – Assembly Liaison.

III. Approval of Agenda.

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

Motion was approved with no objection.

IV. Approval of Previous Meeting Minutes – April 24th Regular Board minutes and May 15th, Special Board minutes were approved as presented. Mr. Busch had changes on the May 10th Work Session minutes, he would get with Mr. Uchytel.

V. Public Participation on Non-Agenda Items – None

VI. Consent Agenda

- A. Public Requests for Consent Agenda Changes – None
- B. Board Member Requests for consent Agenda Changes – None
- C. Items for Action – None moved

- 1. Boat Shelter (F-23) Sale – Right of First Refusal

Port Director Recommendation:

To take no action to purchase Boat Shelter F-23

Motion Passed with no objection

VII. Old Business-

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1. By Laws Update

Mr. Uchytel said there were suggested changes to the By-Laws from the City Clerk and he discussed the changes with the Board. The Port Director recommended changes to include:

- That reference to Charter Section 3.21 be added to the Duties and Powers of the Board.
- That the notification of Board vacancies will be made to the Clerk's Office.
- That vacancies also be filled by following Assembly Rules of Procedures.
- That removal of Board members by the Assembly be in accordance with CBJ 85.02.030.
- That "Old Business" be replaced with "Unfinished Business"
- That Board members be recognized by their surname.
- That amendments to the Bylaws be approved by the Assembly.

The Port Director did not recommend suggested By-Laws changes by City Clerk for the following:

- Clarification to whether the Board Chair is a voting member for the purpose of quorum on standing committees.
- Clarification of excused absences.
- Clarification on how the Board Chair may affect quorum determination.
- Adding reference to Assembly rules of Procedures (Rule 9 & Rule 11) pertaining to number of affirmative votes necessary for a motion to pass.

Board Questions – None

Public Comment – None

Board Discussion/Action-

MOTION By MR. LOGAN – TO ACCEPT THE SUGGESTED CHANGES BY THE PORT DIRECTOR AND FORWARD TO THE ASSEMBLY AND ASK UNANIMOUS CONSENT.

VIII. Items for Information/Discussion –

1. CBJ Docks & Harbors Lease Holdings

Mr. Gillette presented a slide show of the different properties Docks & Harbors manages and showed CBJ's new GIS site. Currently the GIS site is not totally accurate so this is not available for the public, and the MIS department is still working on it.

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Mr. Spickler asked if all leases were current?

Mr. Uchytel said Thane Ore House is not. We are in the process of cancelling that lease. Cultural Preservation, who has stated they are not in agreement with their last lease review, are getting another appraisal completed. Auke Bay Boat Yard and Juneau Marine Services who are both known for being late. They do eventually pay and all the late fees.

2. Statter Harbor ADA (American with Disabilities Act) Report

Mr. Gillette went over the ADA report in the packet. He said the new launch ramp at Statter Harbor will apply the ADA requirements.

Mr. Spickler asked if the old launch ramps and boarding floats will be required to meet the ADA requirements?

Mr. Gillette said those are already existing so it will not be required.

Mr. Logan asked if every spot is required to have ADA accessibility or is it like a parking lot and only a couple of spots?

Mr. Gillette said it is not as clear as for parking. It is required for each type of moorage. Aurora will have broken rails throughout the Harbor.

Mr. Logan asked if Statter's bull rail is missing every five feet, could it present a problem to tie up your boat?

Mr. Gillette said we are not proposing to do anything at Statter. Right now, if there are ADA issues, the Operations Maintenance Supervisor will place them close to the ramp and if anyone needs help he assists them.

Mr. Peterson asked if staff is being trained for the new ADA requirements?

Mr. Uchytel said no, there is no additional training required.

Mr. Janes said SAIL has a department to deal with handicapped individuals, and they do come and help.

3. Aurora Harbor – Winter Berthing Plan for Floats A,B,C, & D.

Mr. Borg said 85 to 90 percent of the assignments have met everyone's needs. Staff is working on getting power at the ABLF to be able to assign vessels there, and that would free up a lot of space.

4. June 2nd, 2014 Joint Assembly/Board Meeting

Mr. Uchytel said he sent proposed ideas for the Joint meeting to Kim Kiefer.

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IX. Committee and Board Member Reports

1. Operations/Planning Committee Meeting – May 22nd, 2014

Mr. Simpson said the Committee discussed the Douglas Harbor Charging station again and decided this is not the preferred location. The Committee also did a follow up from the Strategic Planning meeting and decided to add “Long range planning” to the future meeting agenda’s.

2. Finance Committee Meeting – May 27th, 2014

Mr. Donek said the Committee discussed the following;

- F23 Boat shelter - The Committee decided to take no action.
- Lease holdings – The Committee wanted to know all the leases Docks & Harbors manages.
- Mt. Roberts Tram - Horan & Company provided a retrospective appraisal and the Committee directed Mr. Uchytel to forward to Goldbelt for consideration.

3. Member Reports

Mr. Peterson said no report from the Lands Committee.

Mr. Busch said he sent a thank you letter to Mila Cosgrove for volunteering her time to host the Board strategic planning meeting.

Mr. Logan said at the Auke Bay Steering Committee Mr. Gillette and PND gave a presentation for the 65% launch ramp design review and the meeting went well. The Committee will be meeting twice next month.

Mr. Janes said the downtown and Statter Harbor operations are going well for the users. The crossing guards are also doing a good job to stop pedestrians so busses are able to keep going.

IX. Port Engineer’s Report – Mr. Gillette’s report is in the packet.

Mr. Gillette gave an update on projects in his report.

- Aurora Harbor Bid – Staff is looking over apparent low bidder. They will be using local sub-contractors, Trucano, Harri Plumbing, Alaska Electric, and JW Bean survey. Northern Construction/Alpine Lumber will be building the floats, and they are familiar with the logistics of working in remote areas.
- C-Float repairs – The floats are in place, and the cables are pulled through one float. Cables will be pulled through the other float tomorrow and should have total completion on June 1st.
- Statter Harbor Launch Ramp 65% - Staff had a meeting with PND today to implement suggestions into the final design. The final review will be brought to the June Board meeting. Squire’s Rest says this design will

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interfere with their view plane and have contacted an attorney. CBJ Law reviewed the complaint and said this is not applicable.

Mr. Uchytel said the redesign 65% review lost two parking stalls due to public comments.

Mr. Logan asked if the trees are in the Squires Rest view plane?

- Cruise Ship Berth 1% for Arts first meeting is June 17th.

X. Harbormaster's Report -

Mr. Borg said staff has completed 85% of the Aurora Harbor assignments. There has been two ADA requests and they have been placed in an area that works for them, one is at Douglas and one is at Statter.

XI. Port Director's Report-

Mr. Uchytel said the CSTSA is going well. Millers did a good job and are proceeding to substantial completion. Signs are going in today. The parking is working for the patrons. There is a three hour limit for the paid public parking area in the Taku lot. Mr. Uchytel said he heard from Chris Mertl who passes through that area daily and said he thought the traffic flow was better this year. Mr. Janes said the delivery trucks might need to be addressed.

Mr. Uchytel said the cut out area for deliveries does not meet everyone's needs. They will need to coordinate something.

XII. Assembly Liaison Report- Mr. Jones said no report.

XIII. Board Administrative Matters

1. Operations/Planning Committee Meeting – June 19th, 2014
 2. Finance Committee Meeting – June 24th, 2014
 3. Board Meeting – June 26th, 2014
- Mr. Busch said this will be Mr. Jardell's last meeting.

XIV. Adjournment

The regular Board Meeting adjourned at 6:49 p.m.