

**CBJ Docks and Harbors Board**  
**REGULAR BOARD MEETING MINUTES**  
**For Thursday, August 28th, 2014**

I. Call to Order.

Mr. Logan called the Regular Board Meeting to order at 5:30 p.m. in the Assembly Chambers

II. Roll Call.

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

Absent: John Bush

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

III. Approval of Agenda.

Mr. Uchytel requested to add a Special Order of Business after Public Participation.

Mr. Summers requested to add a #3 items for Information/Discussion

3. Domestic Animals in the Harbors.

***MOTION By MR. BUSCH: TO APPROVE THE AGENDA AS AMENDED AND ASK FOR UNANIMOUS CONSENT.***

***Motion was approved with no objection.***

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the July 31st, 2014 Regular Board Meeting Minutes were approved as presented.

V. Public Participation on Non-Agenda Items - None

VI. Special Order of Business

Mr. Uchytel read a letter that was sent to Ms. Leah Gregg for her outstanding work performance at Docks & Harbors. Ms. Gregg left Docks & Harbors to pursue a Master Degree in European History in Scotland.

VII. Consent Agenda - None

VIII. Unfinished Business – None

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IX. New Business

1. US Coast Guard Cutter HEALY – Moorage Waiver

Mr. Uchytel said Drew Green from Cruise Line Agencies informed Mr. Uchytel that the Coast Guard Cutter Healy was going to be in Juneau from September 4<sup>th</sup> to the 7<sup>th</sup> and asked if Docks & Harbors wanted to waive the dockage fee? The Board has authority within regulation to do so. The only other time the Board authority was used to waive dockage fees was for the 50<sup>th</sup> anniversary of the M/V Malaspina. The OPS/Planning Committee approved this request with the understanding that the Coast Guard Healy would provide public tours. Mr. Uchytel said he heard informally that there will be public tours. This request was also approved by the Finance Committee. The only requirement to use the Boards authority to waive the moorage fee is to hold a public meeting.

Board Questions -

Mr. Simpson said the OPS/Planning meeting passed a motion to approve the request provided the vessel is open for public visitation.

Public Comment – None

Board Discussion/Action

MOTION By MR. SPICKLER: TO WAIVE THE MOORAGE FEE FOR THE COAST GUARD HEALY AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

X. Items for Information/Discussion.

1. Status of Juneau Port Development Lease Extension

Mr. Lockwood, Manager of Juneau Port Development LLC. Mr. Lockwood provided a handout and said he wanted to introduce the final redesign of the Harbor plan to the Board as a result of the CBJ snow dump site on the NW edge of his plan, and go over the progress on the permitting. Mr. Lockwood said he will give a detailed presentation at each Committee meeting in the month of September. Mr. Lockwood explained the changes made due to snow dump being located on this site. He said the final plan equates to 60 slips and 2,300 lineal feet of side docking plus 400 to 600 lineal feet of large vessel docking. He would like hard questions at this time so he knows how to proceed and if to proceed.

Mr. Busch asked Mr. Lockwood to check the moorage summary on each of the plates.

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Mr. Lockwood said they would change, this was just a procedural explanation, and PND will finish a proper plan and summarize the final approach of this project. Mr. Lockwood went on to discuss dredging areas.

Mr. Simpson asked if the snow dump site is a permanent situation?

Mr. Lockwood said based on the information given to him from Jim Clark, after the permits are in place, the snow dump could be removed.

Mr. Summers asked when this project would start?

Mr. Lockwood said the lease says once construction is started, which he plans to start in the next two months, he said he has forty eight months to complete the project, or come back for an extension and show good cause. Mr. Lockwood said he has the US Corps of Engineers harbor dredge permit in place, the fish & game habitat dredge permit is signed off and in place, the DNR State of Alaska right to process metals permit is in place. He said he is working on the DEC water discharge permit, due to staff changes it is taking longer. The City dredge fill permit was applied for over a month and a half ago, and is held up with needing engineering data from Mr. Sommerville at PND. Mr. Lockwood said he also needs the final plan from PND to obtain the conditional use permit with the City.

Mr. Busch asked if the dredging permits were for the entire project or just the 44,000 cubic yards?

Mr. Lockwood said it applies to both, the 44,000 cubic yards and the Harbor.

Mr. Logan asked what the date of expiration was on the Juneau Port Development lease?

Mr. Uchytel said October 30<sup>th</sup>.

Mr. Lockwood said the way he understands the lease is he is showing the Board he has qualified to go into construction. This will all be covered at the Committees in September.

Mr. Uchytel said the lease states if he has all his permits in place he does not need an extension. The question is, "are all the required permits in place for this project?" It will be Docks & Harbors responsibility to make sure all the permits are secured for Mr. Lockwood to go into construction.

Mr. Busch asked if Mr. Uchytel has a list of required permits for Mr. Lockwood's project per the terms of the lease?

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Mr. Uchytel said the lease does not specify the required permits, but one of the permits would be the Corps of Engineers 404 fill permit, and if the Corps has signed off on the permit, this will be a huge win for Juneau Port Development.

Mr. Logan asked Mr. Lockwood to provide a copy of the permits to Mr. Uchytel before the next Committee meeting.

Mr. Lockwood said he would provide the copies to Mr. Uchytel.

Mr. Uchytel asked Mr. Lockwood again if he had the Corps of Engineers Permit?

Mr. Lockwood said he has the Corps of Engineers permit which is a dredge permit. The concerns the Corps had was with the method and interruption with navigable water, but the permit was signed off. He would like to get the DEC permit because he will be using a surface mounted dredge equipment to run the material. The DEC permit is for the industrial discharge in the waters of the US that the DEC controls. Everything is in place to start construction except for the conditional use permit which PND still needs to provide information for.

Mr. Uchytel asked who would stop the construction?

Mr. Lockwood said he has to respond to all the permitting agencies.

Mr. Logan verified that Mr. Lockwood would provide Mr. Uchytel with all the permits before the next OPS/Planning meeting.

## 2. Update on Comprehensive Fee Review Process

Mr. Uchytel said he updated the rates for the Alaska port in his matrix. Is this enough information, or does the Board want to see more?

Mr. Simpson said this is really helpful to put this all on one page. Other than to fill in the information for the other communities, he would like to see three different size vessels annual rates. Also add Bellingham Harbor and Shilshol Harbor rates.

Mr. Logan asked to get the number of launch ramps in the different communities. When looking at the rate for launch ramp permits he would like to see how many launch ramps the community has to maintain.

Mr. Uchytel said he is working on other spreadsheets that he will bring to the next fee reviews.

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Mr. Janes asked for a schedule for when the last changes happened.

Mr. Uchytel said he did go to the City Clerk and looked up to see when the rates were changed and put it in the sequencing of review document.

Mr. Simpson said it was about eight years ago the Board last did a comprehensive review of the rates. This was when the cost of living annual increase (CPI) was implemented. At that time, all the fees were looked at.

3. Domestic Animals in the Harbor.

Mr. Summers said he is a resident in Aurora Harbor living on a house boat. He recommends adding a pet fee for residents due to extra costs. He would also like to see a mechanism put in place for the Harbor staff to be able to evict a domestic animal from the Harbor. He recommends working with Gastineau Humane Society to get the word out about pets in the Harbor.

Mr. Borg said he does not have an issue with a pet fee. He said he contacted the two individuals who did not have their dog on a leash that Mr. Summers sent him an e-mail on. Mr. Borg said he can write tickets and will go that route if people just won't comply. He does not know if there is a mechanism in place to evict pets.

Mr. Peterson recommended to invite someone from the Gastineau Humane Society to speak at the next Committee meeting.

Mr. Borg said it is not a right, but a privilege to be able to moor your boat in the Harbor. You need to follow the rules.

XI. Committee and Board Member Reports

1. OPS/Planning Committee Meeting – August 21<sup>st</sup>, 2014

Mr. Simpson said the Committee discussed the following:

- The Moorage Fee waiver for the Coast Guard Cutter Healy that was discussed and acted on tonight.
- The Committee spent a lot of time on the Long range planning matrix that Mr. Uchytel provided. The Committee members are reviewing it and will come back with recommendations.
- The Port Engineer provided a list of ongoing projects. The Committee discussed the Douglas Harbor dredging and alternatives for that project for funding and so forth.

2. Finance Committee Meeting – August 26<sup>th</sup>, 2014

Mr. Spickler said the Committee discussed the following:

- The Healy moorage waiver.

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- The Committee received a Mt. Roberts Tram update from Mr. Peterson and Mr. Uchytel and they are continuing to make progress. They will be having more meetings in the next few weeks.
- Mr. Uchytel gave an update on the Thane Ore House eviction process.

3. Member Reports –

- Mr. Logan said at the Committee of the Whole meeting it was decided to refresh the rates as opposed to trying to figure cost on each rate basis. Mr. Simpson said Mr. Uchytel talked about the boating trends and showed a presentation from a PCC conference.
- Mr. Logan said at the Auke Bay Steering Committee they are starting to adopt the various section of the Auke Bay plan and are scheduled to be finished in October.
- Mr. Peterson said there is nothing to report from the Lands Committee.

XII. Port Engineers Report –

Mr. Gillette said the power pedestals at the ABLF are nearing completion. Aurora Harbor is starting to gear up with drilling and preparing the different wood products for the floats. The crew has moved in their job shacks at the site.

XIII. Harbormaster's Report -

Mr. Borg reported:

- The Silver Surf has been demolished. Staff did the demolition and saved a lot of money. The engine and transmission were donated to the UAS Diesel Mechanic program. Mr. Borg said he is selling items that were salvaged.
- To date 45 boats have been relocated out of Aurora. Things are moving smoothly.
- The fresh water has been secured from running into Aurora Harbor. This has not been touched since 1996.

Mr. Summers said he wanted to commend staff for working on getting the fresh water flowing into Aurora Harbor shut off. This was a huge task and it is going to make a lot of people happy.

XIV. Port Director's Report

Mr. Uchytel said Docks & Harbors is going to procure a program called Lucity for asset management. The program is approximately \$30,000, and

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we have heard good reports from other CBJ Departments that are currently using this.

Mr. Uchytel invited the Board members to sit on the review Committee for the Meteorological Monitoring RFP and the Vibration Monitoring RFP.

Mr. Spickler asked if the \$30,000 for the Lucity should fall under the fees Docks & Harbor pays to CBJ.

Mr. Busch said he would be interested to be on the Meteorological Monitoring RFP Committee.

Mr. Uchytel said only one company submitted a RFP for the Vibration Monitoring RFP.

- XV. Assembly Liaison Report- Mr. Jones said the Assembly is very interested in asset management, and would support this program. The sales tax committee is meeting again tonight and September 4<sup>th</sup>. The election is October 7<sup>th</sup>. He will not be able to attend the September meeting. Two seats on the Assembly will be held by two new members.

XVI. Board Administrative Matters

- a. Operations/Planning Committee Meeting – Next meeting is September 18th, 2014 in the Assembly Chambers at 5:00 p.m.
- b. Finance Committee Meeting – Next meeting is September 23rd, 2014 in CBJ Room 224 at 5:00 p.m.
- c. Board Meeting – Next meeting is September 25th, 2014 in the Assembly Chambers at 5:30 p.m.

Mr. Peterson asked the Board members if Docks & Harbors has a responsibility to provide other parking for the vehicles that will be displaced when the Statter Harbor launch ramp project starts?

Mr. Logan said to send this to the OPS/Planning Committee.

XVII. Adjournment

The regular Board Meeting adjourned at 6:50 p.m.