

**CBJ Docks and Harbors Board
Strategic Retreat Meeting Minutes
For Saturday, March 7th, 2015**

I. Call to Order.

Mr. Logan called the Special Board Meeting to order at 9:02 am at the Port Customs Building.

II. Roll Call.

The following members were present: Greg Busch, Tom Donek, Robert Janes, Michael Peterson, David Summers, Budd Simpson, and David Logan.

Absent: John Bush and Scott Spickler

Also present were the following: Carl Uchytel – Port Director, Gary Gillette – Port Engineer, and Dave Borg - Harbormaster

III. Approval of Agenda.

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

Motion was approved with no objection.

IV. Public Participation on Non-Agenda Items -

Mr. Brian Holst, Juneau, AK

He talked about the Juneau Fisheries Terminal area being a good opportunity for Docks & Harbors.

V. Work Session

1. Review of existing fund Balances

Mr. Uchytel said the Harbors fund balance is \$3.28M and Docks fund balance is \$3.45M. He said Harbor funds can be used for Docks projects, but Docks funds can't be used for Harbor projects. The Docks fund balance has head tax collected and use of the head tax is controlled by federal law. The Harbor fund struggles, but there is no issues collecting marine passenger money for the Docks funds.

Mr. Busch asked if the fund balance was unencumbered.

Mr. Uchytel said yes.

2. State Funding Opportunities –

Mr. Jardell said there will be no state funding opportunities for the next three to five years. He said the state will be out of savings in two years. There could be grants available through federal funds, but it is not realistic to get state funds for the harbor. He said the City funding will be going away soon also.

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Mr. Simpson asked if the state head tax has to go to passenger related items.

Mr. Jardell said most of the state head tax funds are dedicated to 16B. Docks & Harbors will continue to get the State head tax to 2016. He said funding is tight and the Legislature is looking at everything. Don't count on any funding outside of head tax revenue.

Mr. Simpson asked if the state head tax has limitations on use?

Mr. Jardell said yes, but the Legislature is looking at ways to distribute to organizations with a more broad passenger use.

Mr. Uchytel said the state collects \$36.50 per person. The City of Juneau receives \$5 of the \$36.50 which is currently committed to the 16B project through 2016 and Docks & Harbors will try for one more year to 2017.

Mr. Logan asked if the Port Development revenue was used on paying off the bond debt?

Mr. Uchytel said yes, but he is unsure for how many more years.

Mr. Janes said if the Port Development revenue is paying down the excess, and Docks & Harbors has money in the bank, the fund balance should be used on projects.

Mr. Logan said that is why we are here to discuss the projects.

3. Harbor Trends –

Launch Ramp Sales

Mr. Uchytel said there are commercial and recreational launch ramp permits and the launch ramp sales have been increasing since 2008.

Waitlists

Mr. Uchytel said there is no waitlist for the downtown harbors, but Statter Harbors has waitlists for 32' and 42' stalls.

Mr. Simpson said years ago the waitlist had hundreds of people on it because it was never cleaned up or maintained. With cleaning up the waitlist and restructuring the Harbors by adding larger size slips has been a major impact on reducing the waitlist.

IVF Reservations

Question was asked what size vessels are using the IVF?

Mr. Borg said the trend is larger vessels.

Mr. Uchytel said we have to turn people away for IVF moorage. We meet the needs about 80% of the time.

Mr. Borg said the smaller boats are trailering more. The larger vessels go to Statter first and then rest of the harbor system.

Commercial Fishing Vessels

Mr. Uchytel said there is approximately 120 fishing vessels in our Harbors.

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4. Review of Docks & Harbors facilities
 - a) Downtown Cruise Ship properties (Docks)
 - i) Alaska Steamship Dock
 - ii) Cruise Ship Terminal Dock
 - iii) CST Staging, Brickyard & other

Mr. Uchytel said everything is currently going smoothly on the 16B project. He suggested ideas to think about;

- What if Sweetheart Creek came online (Juneau Hydro power)? This would mean cable, electrification of the berths, and power for the slips with an estimate cost of \$7M to \$10M.
- The City Manager is responsible for construction and maintenance of the seawalk. Mr. Uchytel said he has asked for marine passenger fees to pay for maintenance issues on the seawalk, ie, maintenance for the new buildings, replacement canopy for the lightering float gangway, and brickyard maintenance. At some point, Docks & Harbors may not receive money for the maintenance issues.
- The City has been purchasing portion/parcels of the Archipelago property. Mr. Uchytel pointed out a 45' area down the center of the property and 10,000 sq/ft of tidelands that was purchased. Currently there is \$2M set aside for a deck-over project. Docks & Harbors has been approached by the commercial owner of the property to manage the rest of the Archipelago property. He said the Archipelago property is under utilized and the best and highest use for this area would be more bus staging. Docks & Harbors should be looking at procuring this property in the next few years.

Mr. Logan asked what is the cost of the Archipelago property?
Mr. Uchytel said he thinks it is \$8M.
Mr. Gillette said the \$2M for the deck over is only half what is needed for the entire project.
Mr. Logan summarized, the Archipelago property is \$8M, the deck over project is \$4M, and Docks & Harbors has \$2M.
Mr. Peterson asked if we have \$2M for this project, why isn't it moving forward?

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Mr. Uchytel said with the purchase of the tidelands, we could do the deck over, but there is too many other projects at this time.

- Mr. Janes said another thing to think about is electrification for buses. This is a trend in town for more electric vehicles, and we should be looking at locations. Mr. Janes said in about 10 years, there could be 50% of the buses electric.
Mr. Logan asked if the head tax funds could be used on this project?
Mr. Uchytel asked if there was a need this year for electric charging stations for buses?
Mr. Janes said there could be a need this year. He is currently working on converting a bus.

Mr. Busch suggested to think about a food court in the Archipelago property area.

Mr. Logan asked if the Archipelago property is something we want to pursue and if so, where is it in priority.

Mr. Busch said down the list on priorities, but it has a lot of opportunity for Docks & Harbors.

More discussion followed on the 16B project.

Mr. Uchytel said the Whale is coming in August. Engineering is working on a location.

b) Intermediate Vessel Float

Mr. Logan asked if the IVF float could be lengthened?

Mr. Borg said the ships already hang off the end of the float.

Mr. Uchytel said no maintenance needed for the IVF currently.

Mr. Borg said a new \$5,000 waterline was installed at the IVF. In the spring Anchor Electric will look at all the power boxes.

Mr. Uchytel said all revenue from the IVF with the exception of the two small cruise ships goes into the Harbor fund.

c) National Guard Dock

Mr. Logan asked if there was an opportunity to expand this float.

Mr. Uchytel said the issue is the uplands, and there is no water on the National Guard float.

Mr. Borg said the fuel barge would not be able to moor if the dock was extended.

Mr. Gillette said the area is too tight.

Mr. Borg said this dock is in good condition, and the regular rate moorage is applied for vessels that moor on this dock.

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d) Taku Harbor

Mr. Uchytel said there is a mooring float at Taku Harbor. He said there could be a possibility to bring power to this float from Snettisham and could provide power for the electric vessels.

Mr. Borg said the approach ramp to the beach is in bad condition and is in need of maintenance.

Mr. Logan asked if the maintenance would be paid out of Harbor funds?

Mr. Borg said the approach ramp will need to be replaced, maybe not this year, but probably next year. The funds could come out of the Harbor's operational funds.

Mr. Donek said the approach ramp was salvaged from Amalga Harbor.

Mr. Donek said the other float in this area at stockade point needs to be replaced. This float is a favorite for the Gillnetters. We could remove it when it is unusable, but it is very popular. He said the pile jacking situation will need to be dealt with in the next few years that is happening on both of the floats. He asked Mr. Gillette the price on a new 12' x 150' float?

Mr. Gillette said approximately \$400,000.

The question was asked how to generate revenue for this project?

Mr. Donek said this is a free facility, it would be tough to charge.

Mr. Logan said the user groups would need to be responsible to pay now with the funding issues.

Mr. Uchytel suggested issuing a "use permit" for Taku Harbor to generate revenue.

10 minute break

Mr. Logan asked if Douglas, Harris and Aurora should be conditioned to be utilized for individual users.

Mr. Donek said years ago, before the new floats were put into Douglas Harbor, the plan was to shift all the Commercial Fisherman to Douglas.

Mr. Simpson said when Harris was renovated, it was intended more for commercial users, but that was never enforced.

Mr. Logan asked if it would be good to configure the size of the slips in the harbors for size of vessel. The trend is the smaller vessels are utilizing the harbor less. How much do we do for smaller and larger vessels downtown. There is still half of Aurora that still can be redesigned. There could be an opportunity after Douglas has been redesigned to configure other size slips in Aurora.

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Mr. Borg said the biggest issue in Douglas Harbor is the majority of the vessels want to leave in the winter.

Mr. Busch said one of the problems he sees in downtown and Statter Harbor is getting away from having an area for smaller boats. He wouldn't want to designate certain areas, but he does want room for smaller and larger boats.

Mr. Logan asked if there should be a space designated for seasonal use only?

Mr. Simpson recommended to add 24' to 28' slips in Douglas for summer use.

Mr. Donek said he didn't think the lack of slips was pushing patrons to trailer boats. It is just easier to trailer their boats now.

Mr. Borg said starting April, all the slips on A float in Douglas will be taken except two or three. Staff would like to see 25' slips on the inside of A float, and 20' on the outside.

Mr. Logan said Douglas is somewhat seasonal so he would like to see smaller slips. He asked if the Harbors should be looked at individual or as a whole?

Mr. Busch recommended to look at total availability, and the total needs for all the Harbors.

Mr. Donek said Harris is completed, Douglas is half completed, but there is still an opportunity to change slip sizing, and the other half of Aurora can still be changed. He recommended to look at all of the downtown harbors to decide slip sizing.

e) Harris Harbor

Mr. Uchytel said there is no major projects for this area. He said there needs to be a better maintenance plan other than operating until something fails. Lucity is a new software program recently purchased that will help keep track of maintenance. The CBJ Engineering Department is working on siting the "whale" at the old City Streets building by the Douglas bridge. The building project that was going to be a joint venture with Alaska Marine Exchange has fallen through. About four years ago, the Fisheries Development Committee did a study on direct sales fisheries opportunity that would use an area by the bridge that is managed by Docks & Harbors. The seawalk is planned to go to the bridge to tie in downtown. This would be a good opportunity to look at a direct market fisheries float. There is a float currently used by some planes, but would be good for a direct fisheries market. He is recommending to look holistically at the area from Norway point to the bridge. He would like to see a master plan for this area.

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Mr. Summers asked how many liveboard's in Harris & Aurora.

Mr. Borg said approximately 20 and the majority live in Aurora.

Mr. Summers asked how many are house boats.

Mr. Borg said four or five.

Mr. Summers asked if there was patrons currently building house boats.

Mr. Borg said yes, one will go to Douglas and the other he is unsure where it is going.

Mr. Summers said it is inexpensive to live in the Harbor. He sees a potential revenue if we increase the fees just for the house boats. He asked if it would be better to have all the houseboats in one area, or keep them scattered?

Mr. Borg said there is a non-moving zone. He suggested it should be up to the patron to decide where they want to be.

Mr. Summers asked if the amount of liveboard's was increasing?

Mr. Borg said it is steady.

Mr. Logan asked if there was a direct cost for liveboard's other than moorage? Was there an advantage to have the house boats in one area? Would there be a cost savings?

Mr. Borg said no.

Mr. Donek said sewage for the liveboard's is a problem. He said if all the house boats are put in one area, we should look at a sewer system.

Mr. Uchytel said there is a pump out cart for Aurora Harbor. He recommended to make liveboard's tell what they are doing with their sewage.

Mr. Summers said a problem with the pump out station, how do you get people to use it?

Mr. Uchytel said you charge them.

Mr. Donek said you charge them whether they use it or not.

Mr. Simpson said the pump out is currently free.

For OPS/Planning Committee – Pump out stations.

Mr. Greg Fisk said with the seawalk continuing, he recommends to look into the direct market fisheries terminal because then the marine passenger fees could be used for funding.

Mr. Logan said he recommends doing a master plan for this area.

Mr. Janes recommended to add a liveboard community in the master plan.

For OPS/Planning Committee - Develop a master plan for the bridge to Norway point area.

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Mr. Borg said there are a lot of point-of-sale fishing vessels that use the main harbor to sell their fish and it is not easy to access. The sea plane float, which is generating zero revenue, would be a good area for the moorage for the point of sale vessels.

Mr. Simpson said there are some restrictions on this float.

Mr. Gillette said Docks & Harbors does have an obligation to not get rid of this float to provide an additional location for a float planes to tie up. This could be a multi-use float with point of sale, net repair, and still leave two places for the float planes.

Mr. Logan recommended to have Mr. Gillette do research on the float plane restrictions.

For OPS/Planning Committee – Float Plane Use Plan

Mr. Donek suggested to move the plane float to Auke Bay for the float planes.

f) Aurora Harbor

Mr. Uchytel said half of the harbor is in the process of being replaced. We just don't have funds for the next phase which is \$11M. After phase I is completed, we can apply for a tier II matching projects. We would need to set aside \$2M for matching funds and he recommends applying for this grant. He said the Assembly put in for \$5M with a State program, and Aurora Harbor Phase II is one of the top three on the list. He said the Assembly sees the need to recapitalize the rest of Aurora Harbor.

Mr. Logan said we have all the funding for phase I except for anodes and dredging. How much more is needed for the Anodes?

Mr. Gillette said \$300K.

Mr. Janes asked what is the priority in deterioration level for work on the Harbors.

Mr. Borg said it would be between the north end of Aurora and the south end of Douglas.

Mr. Uchytel said it may be a long shot, but the best way to stretch our money would be to apply for the matching grant.

Mr. Gillette said the grant money can be used for construction only.

Mr. Logan said that would be \$2M not usable until after we receive the grant.

Mr. Gillette said the Aurora Harbor's current project is under a tier I program and we received \$2M, we are no longer eligible for the tier I program. We can apply for a tier II, but we can only get up to \$5M per harbor. Meaning we can only get \$3M more for this harbor. We can do this in \$1M increments or \$2M.

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g) Juneau Fisheries Terminal

Mr. Uchytel said this is the area leased from UAS. He went over concepts to develop a better commercial fisheries haul out. Recently there is communication with UAS for a land swap for the tidelands in this area. He is looking at this area holistically from the bridge to Norway point and recommends developing a master plan.

Mr. Logan asked what the cost of a master plan would be?

Mr. Uchytel said depending on what you want them to do there are different ranges. It would be approximately \$100K.

Mr. Borg said there is a need for a net float downtown.

Mr. Peterson said he recommends moving forward with the opportunity to acquire the tidelands with the land swap.

Mr. Uchytel said UAS is still interested in the proposed land swap.

Mr. Logan directed Mr. Uchytel to move forward with the land swap.

There was more discussion whether we should do a master plan from the bridge to Norway point now.

10 Minute Break

h) North Douglas Launch Ramp

Mr. Logan asked what the condition was at North Douglas?

Mr. Borg said the floats will go back in on March 19th. He said in the wintertime, there is water that runs across the launch ramp. Staff is looking into cleaning the culvert. There is approximately 5 years left on the dock. The parking lot has the new asphalt patches.

Mr. Logan asked what funds would be needed for this area?

Mr. Borg said it will cost approximately \$12K to divert the water.

Mr. Uchytel said this area is constrained so there is not room for expansion. To bring commercial power to the North Douglas Launch ramp is \$50K. Mr. Uchytel asked what is a reasonable investment for making any type of improvements?

Mr. Borg said the big issue is the ice in the parking lot from the water going across the road.

Mr. Janes recommended to wait on changes to this facility until after the new Statter Harbor launch ramp is built.

Mr. Borg said staff is looking at a separate area for Kayak use, which is ½ mile to the west of the ramp with a big pull out. He is unsure the ownership of the property.

Mr. Donek said this was a planning project a few years ago and DOT did not want us to use that area for Kayak use because it was a DOT

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right of way. PND was the consultant and they should still have the drawings.

Mr. Logan said this would be worth exploring and also figuring out ownership of the land.

Mr. Gillette asked what year the planning project was?

Mr. Donek said approximately 2000.

Mr. Janes recommended an area for kayak use.

Mr. Logan recommended to have Mr. Janes work with staff for the kayak use area and bring back to the OPS/Planning Committee.

For OPS/Planning meeting – North Douglas Kayak use area

Mr. Simpson recommended to find another location for the North Douglas launch ramp and start over. He said to look into CBJ uplands anywhere along North Douglas. This current area could be left just for kayak use and commercial use, but move the launch ramp somewhere else.

i) Mike Pusich Douglas Harbor

Mr. Logan said we have funding for the dock replacement but the uplands will need funding.

Mr. Gillette said the uplands will be approximately \$2M.

Mr. Simpson asked if we have more funds than needed for the float replacement?

Mr. Gillette said it is unsure at this point. We will need to redesign and receive a bid at the current cost estimate. We currently have \$900K to \$1M, so we may have some left over.

Mr. Janes asked what are the upland ideas?

Mr. Gillette said paving, lighting, curbs, and landscape.

Mr. Donek said he has a hard time talking about landscaping when other things are falling apart.

Mr. Logan said that is why all of our projects are being prioritized.

Mr. Donek recommended to re-look at the Douglas plan to make sure it is still what is needed today.

Mr. Logan recommended staff to come in and talk at next the OPS/Planning meeting.

For OPS/Planning meeting- Redesign need for Douglas Harbor

j) Wayside Float

Mr. Uchytel said this is adjacent to DIPAC. This was a DOT project, and property and maintenance has been transferred to Docks & Harbor. On low tide, the float grounds and is causing damage. The

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area needs to be dredged. The cost estimate to dredge this area is \$250K.

Mr. Logan asked if there was other funding sources for this?

Mr. Uchytel said he asked Sandy Williams from DIPAC if they would be willing to participate in this project and he has not heard anything yet.

Mr. Gillette said this whole piece was developed by DOT and has an ADA drive down float. This was assigned to Docks & Harbors, but there is an agreement with Parks & Rec to maintain the park area.

Mr. Borg said there are also some kayak planks that need to be replaced.

Mr. Donek asked if this could be dredged the same time as Aurora and Douglas and save money?

Mr. Uchytel said there could be a possibility to get in with other small dredging operations that could be happening at the same time.

Mr. Logan asked if there was special permitting for this dredging.

Mr. Uchytel said yes.

k) Don D. Statter Master Plan

Mr. Uchytel said this is mostly a transient facility. This area is limited because of the breakwater.

Mr. Logan asked if there was going to be any funds left over after the launch ramp project was completed?

Mr. Gillette said there will be nothing left over. We have \$800K for the construction administrative services which has a more broad use. \$500K is the legislative grant for specific use for Statter Harbor boat haul out facility. These funds have been held back because they are assigned to a specific use.

Mr. Logan asked what is the life expectancy for the main float in Statter?

Mr. Uchytel said it is unknown.

Mr. Logan asked what is the cost to replace in kind?

Mr. Uchytel said \$8M.

Mr. Busch asked if the master plan will be revised?

Mr. Logan suggested to look at a new drop off area for kayaks.

Mr. Janes said this is the right time to look at the area that the Auke Bay Boat Yard is in for commercial use.

Mr. Busch asked if the lease expires in 2018.

Mr. Uchytel said they could be moved before that time.

Mr. Gillette said PND is working on the multi-sector permit and could be approved in 120 days.

Mr. Janes said a planning effort should continue for this area.

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Mr. Logan suggested \$100K for the Statter Planning.

l) Smuggler's Cove/Fritz Cove Road potential kayak launch

Discussion to move kayaks to this area from Statter Harbor launch ramp.

Mr. Gillette said approximately \$150K for a kayak launch ramp at this location.

m) Auke Bay Loading Facility & potential Boatyard

Mr. Logan asked what the cost would be to build the infrastructure for the Auke Bay Boat Yard at the ABLF?

Mr. Gillette said the cost is approximately \$250K. PND has already applied for the multi-sector permit for this area which is a federal permit and administered by DEC. We would need to put up a 20' x 50' canvas shelter they could pull a boat under. A structure for storage, shop area, and office space, which could be potentially done with containers or a standalone building. Docks & Harbors already has a wash down pad with a water filtration system, but there would need to be water ran to the end of the site. We would also need to fence off the boat yard area for security.

Mr. Logan asked what revenue is collected from the lease currently?

Mr. Uchtyl said approximately \$11K.

n) Amalga Harbor

Mr. Logan said the fish cleaning station is moving forward. He asked if there was any maintenance concerns at Amalga Harbor?

Mr. Borg said nothing major.

Mr. Logan asked what was the cost for the fish cleaning station?

Mr. Gillette said we have the money for the feasibility study and the planning, but he unsure of the cost for the design.

Mr. Donek said he talked to Sandy Williams at DIPAC about a net float, and asked if they would be willing to participate in this expense? He said Mr. Williams said it sounded like a good idea, but Docks & Harbors needs to take a plan to the DIPAC Board so they could consider it for funding. We may need to provide a plan for Wayside float also to be considered for funding.

Mr. Logan asked if he was offering to talk to the DIPAC Board?

Mr. Donek said he would.

o) Echo Cove

Mr. Logan asked if there was anything needed at this location?

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Mr. Borg said the ramp needs periodical cleaning from the dirt build up. He recommended a barrier on the north side of the ramp. Mr. Borg said the cost would be approximately \$50K.

Tee Harbor Launch Ramp

Mr. Logan asked if there was anything needed at Tee Harbor?
Mr. Donek said there could be property available for expansion.
Mr. Logan suggested this for a future project.

5 minute Break

5. Prioritization of Effort

Docks Fund

Mr. Logan asked if the \$500K for the haul out could be re-purposed for planning for the Statter Harbor area?

Mr. Gillette said he would have to ask.

Mr. Janes said the time is right to start on the plan for this area.

Mr. Donek suggested to use the \$500K toward moving the Auke Bay Boat Yard to the ABLF.

Mr. Busch recommended to use the \$500K to move the Boat Yard first and then planning for the Statter Harbor area.

Mr. Logan asked if Docks funds could be used for planning in the Statter Harbor area.

Mr. Uchtyl said he would need to check with the CBJ Lawyers to find out what the Docks funds can be used on.

Mr. Simpson asked if the south side of the Archipelago uplands was purchased for the \$2M that is set aside for the deck over, would that make this more of a usable area?

Mr. Gillette said yes.

More discussion on purchasing the Archipelago property.

Mr. Logan asked if the \$2M in the CIP project for the deck over could be used for the Archipelago property purchase?

Mr. Gillette said he would have to look into it.

Mr. Uchtyl asked if the Board wanted him to apply for the \$2M State matching grant? He thinks it would be a mistake if it wasn't put in.

Mr. Gillette said staff could apply with the intent to hold the funds, but the application could be pulled if the \$2M is used elsewhere.

The Committee decided to have staff apply for the State matching grant.

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<u>Downtown</u>	<u>Dock System</u>	<u>Launch Ramps</u>
Douglas	16B – 0	N. Douglas-\$50K
Park for dock uplands - \$2M	Sea Walk \$?	Water Div- \$12K
Harris	Alaska Steam Ship dock – 0	T-Harbor - 0
Plane Dock	Staging area – 0	Amalga - 0
Aurora Harbor Anodes -\$300K	Archipelago property – \$8M	Echo - \$50K
Aurora Harbor Phase II – \$11M	Deckover - \$4M/\$2M	Taku Harbor -\$400K
Fisheries Terminal – \$?	Electric bus charging - \$50K	IVF - 0
Whale		Wayside float-\$250K
Master Plan - \$100K		
Net Float - \$100K		

Priority List

- Archipelago Property - \$2M
- ABLF – \$250K
- Statter Re-plan - \$100K
- Zinc Anodes - \$300K
- North Douglas - \$12K
- Net Float Downtown- \$100K
- RFP for Master plan- \$100K

VI. Adjournment

The regular Board Meeting adjourned at 1:17 p.m.