

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, December 10th, 2015

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 5:00p.m. in the Port Field/US Customs Conference Room.

II. Roll Call.

The following members were present: Weston Eiler, Robert Janes, Robert Mosher, Budd Simpson, David Summers, Tom Zaruba, and Tom Donek.

Absent: John Bush, and David Lowell

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

III. Approval of Agenda.

Mr. Uchytel wanted to add a special order of business to recognize the efforts of the leadership team from PND and Manson Construction on the Cruise Ship Berth project.

MOTION By MR. SIMPSON: 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 November 19th, 2015 Regular Board Meeting Minutes were approved as presented.

V. Public Participation on Non-Agenda Items –

Bill Hagevig, Division Manager of Royal Highway Tours

He said he has a large concern over the loading zone fee increase. He said his company is faced with a 60% increase in the loading zone fees for downtown. This is a \$15,000 increase for his company. He would like the Board to direct the Committee to go back and have public sessions with the loading zone users to try to balance the fee out.

Mr. Donek said the loading zone fees will go to the OPS/Planning and Finance Committee meetings next.

Mr. Hagevig said he understands the need to equate the fees, but there could be a better way to look at this fee increase. He said there is only about 34 coach spaces downtown. Currently he permits all his busses for convenience, however, with the proposed fee increase, he will have to only permit select

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busses to access the downtown loading zones and this will add to congestion downtown.

Brenna Asper-Smith with Alaska Coach Tours

She said she would like the rate increase relooked at because this was a large increase from what was discussed at earlier meeting.

VI. Consent Agenda –

A. Requests for consent Agenda Changes – None

B. Board Members Requests for Consent Agenda Changes – None

C. Items for Action – None

1. A resolution of the City & Borough of Juneau in Support of Full Funding for the State of Alaska Municipal Harbor Facility Grant Program in the FY2017 State Capital Budget.

RECOMMENDATION: TO ENDORSE THE PROPOSED CBJ RESOLUTION SUPPORTING THE ADOT MUNICIPAL HARBOR GRANT PROGRAM AND REFER TO THE ASSEMBLY AND ASK UNANIMOUS CONSENT.

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

Motion passed with no objection

VII. Unfinished Business –

1. FY17 Marine Passenger Fee Request

Mr. Uchytel said every year by December 31st, the City Manager asks for Marine Passenger Fee requests, which is the \$5 per person head tax the CBJ collects. Of the approximately \$5M that is collected, \$1.5M remains in the CBJ general fund and \$3.5M is distributed throughout the City to various departments and private industries that participate in this program. Every year staff submits a list of appropriate uses for the Marine Passenger Fee. The list consists of various maintenance needs to Capital Improvement needs. Mr. Uchytel went over the list below;

a. On-Going Maintenance Needs

i. Area Wide Port Operations - \$154,100

ii. Port-Customs and Visitor Center Buildings Maintenance Support - \$133,500

iii. CBJ Parks & Recreation landscape Maintenance Services - \$133,500

iv. Downtown Pay Phones - \$12,000

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- v. Flags and Banners - \$7,500
- b. Capital Improvement Needs
 - i. Corrosion Protection for Marine Park Sheet Pile Wall - \$500,000
 - ii. Statter Harbor Passenger for Hire Facility – Design - \$800,000
 - iii. Visitor Information Kiosk Replacement – Design - \$25,000
 - iv. Future Cruise Terminal Staging - \$1,000,000
 - v. Downtown Restrooms - \$500,000

Mr. Uchtyl said he is asking the Board to endorse this list.

Board Questions –

Mr. Janes asked where the cost estimate came from for the Visitor Information Kiosk replacement design and the Statter Harbor Passenger for Hire Facility design? He said he is not sure those numbers are accurate. He wanted to know if Docks & Harbors could go out to other design firms to see about bringing those costs down?

Mr. Uchtyl said staff has not gone out for a bid yet, but did a in house estimate.

Mr. Gillette said the estimated \$25,000 for the Kiosk would be for planning to determine where the kiosk will fit, and then design and cost estimate. If the whole amount is not used for design, the remainder could be used toward construction.

Mr. Zaruba asked how large is the Kiosk?

Mr. Gillette said the current Kiosk is a 6' x 6' that does not meet ADA requirements.

Mr. Zaruba asked if the \$25,000 was just for the design?

Mr. Gillette said yes.

Mr. Janes asked if these will still move forward with or without the Marine Passenger Fees?

Mr. Uchtyl said Docks & Harbors will move forward with both of these projects whether we receive the Marine Passenger Fees or not.

Mr. Janes suggested to lower the request amount for the kiosk and not over inflate the numbers.

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Mr. Uchytel said for the Statter Harbor Passenger for Hire Facility, \$800,000 which is 15% of the \$5.5M project, is typically the design and construction administration estimate.

Mr. Zaruba said \$25,000 is a lot of money to design a Kiosk.

Public Comment - None

Board Discussion/Action

Mr. Donek said this Kiosk replacement request has been on the list for a few years now.

Mr. Gillette said this building is not a place for the customers to walk into, but they walk up to so the customer is not able to get out of the weather. This building is probably 30 years old and was moved from Marine Park. The location it is at currently, when two windows are open, the winds come in and blow all the brochures off the counter, and the fumes go in the kiosk from the busses that stop in front of the kiosks. The heat does not work, so space heaters are plugged in, and that is not very safe. The current Kiosk is also not ADA accessible. Some of the volunteers that work in this Kiosk do need ADA accessible. Kiosk may not be the proper word for the new building request.

Mr. Summers said the volunteers that work in this Kiosk deal with tens of thousands of people. He said there is approximately a million plus of people coming through that part of town in general and with the new floating dock there will be an increase in people. This is an important information Kiosk for the downtown businesses. This is not a shed that is going to be built out back, but an industrial building with an approximate construction cost of \$150,000 serving thousands and thousands of people. This is a very important facility and should not be under built.

Mr. Zaruba asked if this could be designed in house?

Mr. Gillette said staff has the expertise, but not the time.

Mr. Uchytel said this kiosk is not for Docks & Harbors and we currently have over \$80M in projects, and another \$10M next year. He wants a nice building built.

Mr. Donek said \$25,000 does not go very far.

Mr. Simpson suggested to stop calling this a Kiosk and call it a Visitor Information Center.

Mr. Eiler asked about the reason for payphones?

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Mr. Uchytel said this is for people who get off the ship and need to call home. We have received money in the past for the payphones. Docks & Harbors doesn't get anything out of this. The City Manager wants to ensure that the payphones are maintained and usable.

MOTION By MR. JANES: TO MOVE THE FY17 MARINE PASSENGER FEE REQUEST AS PRESENTED BY THE PORT DIRECTOR AND ASK FOR UNANIMOUS CONSENT.

Motion passed with no objection.

SPECIAL ORDER OF BUSINESS

Mr. Gillette said he wanted to introduce the team that is working on the cruise ship berth project, Gene Quinn overall project manager and Monica Blanchard project Engineer with Manson Construction, and Ed Johnson with PND Engineers. This winter they are working on the south berth and there is a lot of work to be done in a small amount of time.

2. Fritz Cove Road

Mr. Gillette said this issue came before the Board and has been to the other Committees. The original complaint came in asking Docks & Harbors to block the easement so trucks and trailers were not able to launch. Staff was directed to get more information from the meetings. Staff called CDD and discovered that a launch ramp was not allowed in the A1 zone. Pedestrian beach access carrying a kayak or small skiff was allowed, but no launching with a vehicle. Mr. Gillette said he asked if the use was grandfathered in because it has been used for so many years as a launch ramp, but because it was blocked off for a period of time with boulders it is not grandfathered in. Staff recommendation is to put up a moveable gate with posts and a chain with a lock on it so if someone does need to use the access for the utilities they could contact the Harbormaster. There would also be signs posted for the beach access and parking areas. This work can be done by staff.

Board Questions

Mr. Janes asked if there was going to be two gates installed?

Mr. Gillette said no. The one area would have signage and piles so no one could back down to the beach.

Mr. Summers asked how long would someone be allowed to park in the parking areas?

Mr. Gillette said that would be up to the Board, but where this is located will be hard to monitor and enforce.

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Mr. Zaruba asked if there is a parking problem currently at this location?

Mr. Gillette said he is unsure. However, the people using this beach access for kayak launch are parking along the road and blocking entrances to driveways.

Mr. Donek said people don't know that the parking area is Docks & Harbors and is public parking. There needs to be signage so people know they can park in the parking area.

Public Comment

Mike Peterson, Douglas, AK

He said if there is going to be a gate installed to stop the beach access, he suggests to put a substantial gate so someone who wants to try and remove it can't just take their pickup and pull it out of the way.

Board Discussion/Action

Mr. Donek also recommended to install a very strong gate.

Mr. Mosher asked why this is so critical to make this beach access so inaccessible. He would rather see the money go into the Harbors and do as little as possible in this location.

Mr. Donek said beach access has been there for year and years, but now someone is complaining and it needs to be addressed. The zoning in this area does not allow for a boat launch.

Mr. Summers said this is Docks & Harbors property and it needs to be managed. He would like to see day parking in one of the parking areas and overnight in the other parking area.

Mr. Zaruba said anytime something is regulated, it needs to be enforced.

Mr. Donek said overnight parking would be allowed, but no camping.

MOTION By MR. SIMPSON: MOVE TO ACCEPT THE RECOMMENDATION FROM THE OPERATIONS/PLANNING COMMITTEE TO PLACE A LOCKED GATE AT THE FRITZ COVE ROAD BEACH ACCESS SUFFICIENT TO PREVENT BOATS WITH TRAILERS FROM GOING DOWN THE RAMP AND INSTALL SIGNAGE STATING THE GATE ACCESS IS ONLY FOR EMERGENCY USE AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

VIII. New Business –

1. Special Annual Moorage Fee for Skiffs

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Mr. Uchytel said this fee for skiffs has been discussed and approved by the OPS/Planning and Finance Committee's. There is a fee in place currently for open hulled skiffs to use portions of the Harbor, designated by the Harbormaster that has low use, with a fee of \$600 per year for the right to moor a skiff in those locations. This past year there was only two customer that took advantage of this. The initial proposal was to do away with this fee for skiffs, but through the Committee process, the proposal is to make the skiff rate half of what it is currently to encourage use. This new fee of \$300 will be for a calendar year, and the fee reduction also shows that during Docks & Harbors fee reviews the Committee is not just looking at raising fees but looking at appropriately right sizing all the fees.

Board Questions

Mr. Summers wanted to know what a limited access area is? Will the spaces be assigned spaces?

Mr. Uchytel said the spaces will not be assigned but first come first serve. In Statter Harbor, the area is under the gangway, in Douglas, it could be the inside floats, and in Aurora, it could be the inside area. The areas would be where the Harbormaster has determined there is underutilized space.

Public Comment - None

Board Discussion/Action

Mr. Summers said there are people living in the limited access areas that are paying a premium liveaboard fee and the Board should get their opinion whether or not they want transient skiffs coming in and out of where they are residing. These people pay a moorage fee and liveaboard fee. He said he lives on one of the houseboats on one of the floats, and he does not want skiffs coming and going. Lowering the price too far could encourage use he doesn't want.

Mr. Mosher said a Harbor is a Harbor and not a place to live.

Mr. Simpson said this has been discussed at the various Committees and the area is to be designated by the Harbormaster. He would assume if there is a conflicting use or problem that arose from this type of use, the Harbormaster would be able to deal with it. These spaces would be limited access areas.

Mr. Janes asked if anyone puts a small bilge pump in their skiff?

Mr. Borg said the Harbor has portable bilge pumps.

Mr. Janes said he supports this. He doesn't see a huge increase of use and it is a good gesture on our part.

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Mr. Summers said there is a significant number of people that pay liveaboard fees and does live in the Harbor. He suggested to ask the liveaboards first to see if they wanted to park their skiffs in these limited access areas before it is open to the general public.

Mr. Uchytel said if, or when this is approved by the Board, there still is a 21 day public notice and there will be another public meeting for comment. This is just being approved to move forward to the Law Department and advertisement in the newspaper. The liveaboards could come and voice their opinion at that time.

MOTION By MR. ZARUBA: TO RECOMMEND THAT AN OWNER WITH A OPEN HULL VESSEL 21' OR LESS IN LENGTH EXCLUDING ENGINES MAY APPLY TO THE HARBORMASTER FOR MOORAGE IN THE LIMITED ACCESS AREAS OF SMALL BOAT HARBORS WHICH IS DETERMINED BY THE HARBORMASTER AT A RATE OF \$300 PER CALENDAR YEAR.

Vote

Weston Eiler – Yes

Robert Janes – Yes

Robert Mosher – Yes

David Summers – No

Tom Zaruba – Yes

Budd Simpson – Yes

Tom Donek – Yes

2. Support of Juneau Ocean Interpretive Center

Mr. Janes recused himself.

Paul Volkers, MRV Architects

He said Mr. Janes is a key player in this project. This proposed project is building an Ocean Interpretive Center along the waterfront that fits in with CBJ's waterfront masterplan and is in the Mental Health area. He said the project is at the stage now to test it in the community, and people generally like what they see here. He said he took this to the Assembly to get a resolution of support that they like the idea and a continuation of the seawalk development. With the resolution of support it would allow for moving forward with more planning and detail for this project. He said one of the difficulties with moving forward is how to introduce a project like this and get the appropriate support to take it to the next level. In general, the project would be filling in the corner between the Gold Creek protected area and the Mental Health Trust upland. There would be a seawalk extension ideally going across the Mental Health Trust land rather than bring it back to Egan Dr. They are having discussions with Mental Health and they have been receptive to this proposal. He said the

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timing seems very positive right now. What Mental Health would be interested in is we would get a right of way across their property for a portion of fill for them that would increase their land base. He said another part of this project is working with Avista in regards to the Dock. Avista also seems willing to enter into negotiations to make something work. However, they want to hear if CBJ is supportive of this proposed building before the negotiations can be taken to another level. Within the proposed fill area is where the Ocean's Interpretive Center building would be located, the proposed building would be a one story building of 11 to 12 thousand square feet with a marine culture setting and a world class draw. We would try to make the building interact with the site with tide pools and a park on top of it and a year around community space. We want to make this energy efficient with possibly using seawater heat recovery, bringing the water into the building for an interpretive touch tank. They would like to have an iconic water front sculpture. The fill area will need about 70 to 80 thousand yards of fill which is roughly \$3.5M. The building is approximately \$8M and adding the design, furnishings, and miscellaneous costs, it is roughly a \$13M dollar project. We are trying to structure a non-profit similar to what CBJ is doing now with the housing first project that is owned and managed by a non-profit entity. CBJ would contribute some money, and then they would step back and the non-profit moves forward with raising the rest of the money with grants and however else they qualify for money.

Mr. Janes said the primary fundraiser for this project is coming to town this weekend to start putting together the national fundraising plan. This effort will be reserved until he sees the reality of this coming to fruition. If the resolution going to the Assembly on the 21st is passed, this would give the assurance we could move forward with the fundraising. This area also has a portion managed by Docks & Harbors. He said they are sticking closely to the CBJ waterfront master plan, and they would still have the opportunity to add a breakwater and a small harbor if they chose to add that in the future. If this project did fall apart before completion, CBJ would be obtaining very valuable property. This area has amazing combinations of natural events happening in Juneau. This will also provide more jobs.

Board Questions

Mr. Zaruba asked who is Juneau Oceans Center LLC? He asked if it exists now?

Mr. Janes said they are in the process of putting together their LLC status. They can't start raising funds until they get a basic indication from the Assembly that this is a project that they would endorse.

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Mr. Zaruba asked if this was an existing LLC?

Mr. Janes said not yet.

Mr. Zaruba stated that there was no way currently for the general public to see who are the existing owners of this LLC. He wants to know the status of the LLC.

Mr. Janes said this is a conceptual idea that is being processed one step at a time.

Mr. Volkers said that this would be a 501(C)(3) which is a non-profit and not a LLC.

Mr. Zaruba said his concern is they are asking the Board to endorse a resolution for an industry that doesn't exist.

Mr. Volkers said the resolution before the Board tonight is very general. The way he reads this is the Assembly is interested enough to encourage this project to go further and begin to have more earnest conversations with CBJ Departments and start to create a memorandum of understanding and get the 501(C)(3) in place. Nothing will be signed yet but this resolution gives enough confidence that this project is moving forward and to start to spend money on legal to put by-laws together to get out for review.

Mr. Eiler asked to elaborate on what Mr. Volkers is hearing from the Mental Health Trust? He asked how confident he is in obtaining necessary permits for the fill?

Mr. Volkers said before when they were working with Mental Health Trust, there was a resistance. In the last couple years, there has been a philosophical change to try to get their lands department be more connected with realism on what's happening on the ground. For a variety of reasons, they have acknowledged that this is a single undivided parcel that is too big. With gaining enough fill to equal the right of way gives them the ability to break their large parcel into two or four parcels with utilities and frontage which would be an improvement to what they have now. For the permit process, they are working on doing a two day workshop to try to get the Army Corps and some of the U.S. Fish and Wildlife habitat experts that do the permit review together and see if this project can obtain a permit.

Public Comment - None

Board Discussion/Action

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Mr. Zaruba said until they have a legal entity it is premature to have the resolution before this Board. He said he is not opposed to it, but in order to really have something to send to the Assembly that has any meaning, you have to have a legal entity and that could be problematic. This should be put off until they are established with the State.

Mr. Donek asked if Mr. Zaruba would feel better about supporting this if the LLC was taken out of the Resolution?

Mr. Zaruba said you still don't have a legal somebody.

Mr. Donek said you have a concept.

Mr. Simpson said the Board should endorse the concept and the technical existence of an LLC or 501(C)(3) doesn't matter at this stage because this is only conceptual. He said he likes the idea and would like to see this move forward and not hold this back.

Mr. Zaruba asked if the Board was bound to this?

Mr Simpson said it is just saying the Board likes this concept and a good use of the waterfront.

Mr. Donek said it will become more real when they come to us to negotiate a lease for the tidelands for this location.

Mr. Mosher asked if it was going to cost Docks & Harbors anything?

Mr. Donek said no.

Mr. Zaruba asked if this was totally funded by private money?

Mr. Janes said all except the seawalk.

Mr. Volkers said \$3.5M of the \$13M dollar project is the seawalk and CBJ would be involved for that portion. The remainder will be the 501(C)(3) entity and they find their private funding source.

Mr. Simpson said CBJ is building the Seawalk anyway whether it is around this building or somewhere else.

Mr. Janes said if this 501(C)(3) finds any difficulty in anyway with progressing with the property. It will go back to CBJ as very valuable property.

Mr. Volkers said there could be a timing issue. The fill and the Seawalk portion may happen a year or two in advance of the building.

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Mr. Lockwood said these projects need a study period.

Mr. Gillette said this does not obligate CBJ or Docks & Harbors in anyway.

MOTION By MR. SIMPSON: MOVE TO CONVEY TO THE ASSEMBLY THE GENERAL CONCEPTUAL APPROVAL FROM THIS BOARD FOR THE PROPOSED PROJECT AND ENCOURAGE THE DEVELOPERS TO MOVE FORWARD TO THE NEXT STEP AND KEEP THE BOARD INFORMED AS THEY MOVE ALONG AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

IX. Items for Information/Discussion

1. Juneau HydroPower update on the Sweetheart lake Hydro Power Plant Project.

Duff Mitchell, Managing Director of Juneau HydroPower.

He said he is one of the developers of the Sweetheart Lake Hydropower Facility. He plans on being in construction by the end of next year. This will add about 25% more hydropower electrical capacity in Juneau. There are people converting from oil heat to electric heat, air source heat pumps are taking off, and the electric vehicle demand. He said he has come to this Board for the last three years asking for support for the electrification of the new cruise ship docks. Five years ago when he was looking at what markets were unmet, existing markets for electric power, hydropower, clean power, he found a brochure that said the Juneau Docks would be electrified. Unfortunately, they are not being electrified and he has been patient on trying to promote the electrification of the 16B docks. His concern is he wants to make sure, with an engineer, these docks can still be electrified in the future after they are built.

Mr. Uchytel said 16B has the infrastructure conduit to run cable and transformer locations. Everything is in place so nothing will need to be dug up to electrify the docks. As far as running the copper, and the building festoon systems, this has intentionally not done this. When the capacity is available, then it will be designed based on the input from the Industry.

Mr. Zaruba asked if the conduit is in the ground?

Mr. Uchytel said yes.

Mr. Zaruba asked what if the ships install scrubbers so they don't have to use shore power?

Mr. Mitchell said 2014 was the highest fines for capacity violations. A ship is fined \$37,500 when it puts out black pume. He said with the amount of fines, he would look at what is cheaper and hook up and eliminate any risk

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of a large fine. He said scrubbers are new technology, but he does know other ports are still electrifying.

Mr. Uchytel said Docks & Harbors has entered a task order with PND to explore with the premier electrical engineers in the country that the 16B project will still be able to be electrified after completion when power is available.

Mr. Gillette said both PND and Haight Associates were involved in the electrification of the Franklin Dock. The intent of the study is to make sure we are not doing something that would preclude us from adding electrification in the future. The conduit is in place, the cable could go along the approach dock and the rest of the details could be figured out. This is something that will not be cheap to install.

Public Comment/Board Discussion

Mr. Janes asked if there are red flags for Mr. Mitchell to overcome?

Mr. Mitchell said 43.8% of the vessels that come to this town are electrification ready. Currently there is a unmet demand for electrification. He said he is a local business man trying to sell local power to local business. He said there is talk about buying local and local jobs and 43.8% of these vessels are electrification ready and they are large consumers of electric. He said his concern is we have a floating dock and unsure of the weight distribution and safety factors. He appreciates that PND is working on this, but he is unsure if he needs to keep requesting marine passenger fees to do the engineering or not. He said he is going to be upset if we find out after this is built, that an alteration could have been done for only a half million versus a lot more. There are people today that think this is being electrified when this is being built and it is not. He is taking risk in holding off asking for marine passenger fees.

Mr. Summers said he is in support of this project. He also wants to make sure these docks are electrification ready.

Mr. Zaruba asked why electrification is not already incorporated into this project.

Mr. Uchytel said AEL & P says there is not sufficient capacity. He said staff is not against this, but when do you start spending lot of money on transformers and electrical stuff. The cruise industry has not come to us and said we are making a huge mistake by not installing this.

Mr. Zaruba asked if it would make sense to invite cruise industry representatives.

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Mr. Uchytel said these discussions have already happened.

Mr. Mitchel said he is a wholesaler. AEL & P may not want to buy power from him, but the power is available, they will buy because now there is a demand. There are no other Southeast communities that provide electric, but other communities are talking about it. He said all his funds are from private investors from Juneau. This project is going to be \$110M hard money and \$150M with interest during construction and contingencies. In the next two years, \$150M is going to come into this community. He asks for support of this project.

2. Email notifications

Mr. Uchytel said this was discussed in August. The Juneau.org account needs to be used from now on. The CBJ clerks have said do not use personal emails. Staff will only use the Juneau.org account, but if he needs to contact an individual Board member, he will send an email to the Board chair.

Public Comment/Board Discussion - None

3. AJ Dock – Current Sensor Installation Update

<http://www.mxak.org/cbj/ajdock.html>.

Mr. Uchytel showed how to access the current sensor data installed at the AJ dock from the web site above. The idea is improving safety for mariners coming into Juneau Harbor. This was the first to be installed and the Taku dock will have one installed next summer.

Public Comment/Board Discussion- None

Mr. Uchytel left the meeting.

X. Committee and Member Reports

1. Harbor Fee Review Committee Meeting – Wednesday, December 2nd, 2015

Mr. Simpson reported the Committee discussed the Special fee for skiffs, and power rates will be discussed at the next meeting.

2. Operations/Planning Committee Meeting – Wednesday, December 2nd, 2015.

Mr. Simpson reported the Committee spent a lot of time on Fritz Cove road. There was also a lot of time spent on allowing boat maintenance at the Auke Bay Loading Facility when it is now going to be leased to Harri's plumbing for a commercial yard.

3. Finance Committee Meeting – Thursday, December 3rd, 2015

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Mr. Zaruba reported the Committee supported the OPS/Planning Committee recommendation.

4. Docks Fee Review Committee Meeting – Thursday, December 3rd, 2015

Mr. Zaruba said the Committee adopted the Peterson Plan for the new loading zone fee. This plan is an attempt to level the playing field for all the Companies that use this. There was also public testimony received from Bill Hagevig from Holland America and Dennis Harris, 12th Street Taxi.

5. Member Reports – None

XI. Port Engineers Report –

Mr. Gillette said his written report is in the packet.

XII. Harbormaster's Report –

Mr. Borg said OSHA was here last week at our request to see how safe the Harbors are. There are some issues, but overall it went really well. There was a guy that died on the boat that is under the bridge. It is a sinker so it was pulled and now there is no responsible party.

XIII. Port Director's Report – None

XIV. Assembly Liaison Report –

Mr. Nankervis reported Mayor Fisk died, and Mary Becker was appointed Mayor. Her seat will be filled on a temporary basis. If we do not have a special election for a new Mayor, meaning she will be in the seat until October, we would temporarily appoint someone to Mary Becker's district one seat until October. If there is a special election, Ms Becker will have the option to resume her district one seat or resign from that seat and run for Mayor. All Assembly meeting have been cancelled since Mayor Fisks passing, but will resume next Monday which will be the Assembly goal setting retreat.

XV. Board Administrative Matter

- a. Harbor Fee Review Meeting – Wednesday, January 6th, 2016 at noon.
- b. Ops/Planning Committee Meeting – Wednesday, January 20th, 2016 at 5:00 pm
- c. Finance Committee Meeting – Thursday, January 21st, 2016 at 5:00 pm
- d. Docks Fee Review Meeting – Thursday, January 21st, 2016 following Finance
- e. Board Meeting – Thursday, January 28th, 2016 at 5:00 pm.

XVI. Adjournment - The regular Board Meeting adjourned at 7:20 pm