

CBJ Docks and Harbors Board
SPECIAL BOARD MEETING MINUTES
For Wednesday, April 13th 2016

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 12:00 pm in CBJ Room 224.

II. Roll Call.

The following members were present: John Bush, Bob Janes, David Lowell(arrived at 12:04), Robert Mosher, Budd Simpson, and Tom Donek.

Absent: Weston Eiler, David Summers, and Tom Zaruba.

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

III. Approval of Agenda.

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

Motion was approved with no objection.

IV. Public Participation on Non-Agenda Items – None

V. New Business

1. DH16-003 Land Use and Strategic Financial Planning for Downtown Harbor Facilities.

Mr.Uchytel said at the Board strategic offsite meeting in March, the Board set aside \$100,000 for a land use master plan from Bridge Park to Norway Point. The Port Engineer Gary Gillette put out a RFP and five companies submitted proposals. There were five members on the selection Committee consisting of two Board members, and three staff members. The preferred selected proposal was from Corvus Design represented by Chris Mertl who is in attendance today. They were scored first or second from four of the five selection Committee members. Staff then received a proposal of what would be included in the scope of work. In the packet is the breakdown of what they will be executing for \$98,524.80. This doesn't need to go to the Assembly, but Mr. Uchytel said he wanted this approved by the Board. This project would begin the first part of May and he would like to hold a public meeting at the Yacht Club for public involvement.

Board Questions

Mr. Donek asked with this being at \$98,000 if during the project there is a modification and the amount goes over \$100,000, what is the process for that?

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Wednesday April 13th, 2016

Mr. Uchytel said in ordinance it reads the Assembly has to approve contracts over \$100,000. If a change order bumps the \$98,000 over the \$100,000 he does not see a requirement to go back to the Assembly.

Mr. Donek suggested to send this to the Assembly as an information item.

Mr. Uchytel said he can let them know tonight at the Assembly Finance meeting after he presents the FY17/FY18 budget.

Mr. Janes asked if the City/State Project (CSP) for the 17 unit housing building would be going to the planning commission before Docks and Harbors completes this land use plan?

Mr. Uchytel said he did talk to the CDD planner and she knows he protested the CSP and he told her the Board made a motion to protested CSP also. When the Board minutes are completed, he will forward them to CDD to be added in the packet. The CSP will go before the Planning Commission before the master plan is completed. He said he will attend the Planning Commission meeting.

Mr. Janes said he would like to attend the Planning Commission meeting also.

Public Comment- None

Board Discussion/Action

Mr. Simpson said he was one of the members on the selection Committee and all five of the proposal were really good, but this was the Company that rose to the top.

MOTION By MR. JANES: TO APPROVE THE CONTRACT WITH CORVUS DESIGN IN THE AMOUNT OF \$98,524.80 AND ASK FOR UNIMOUS CONSENT.

Motion passed with no objection.

VI. Adjournment - The Special Board Meeting adjourned at 12:08 pm.