

**CBJ DOCKS AND HARBORS BOARD**  
**REGULAR BOARD MEETING MINUTES**  
**For Thursday, April 27th, 2017**

I. Call to Order

Mr. Donek called the Regular Board Meeting to order at 5:01pm in the CBJ Room 224.

II. Roll Call

The following members were present: John Bush, Weston Eiler, Bob Janes, David Lowell, Robert Mosher(via phone 5:25pm), David Seng, Budd Simpson, and Tom Donek.

Absent: David Summers

Also present were the following: Carl Uchtyl – Port Director, Gary Gillete – Port Engineer, David Borg – Harbormaster, and Matthew Creswell – Senior Harbor Officer.

III. Approval of Agenda

Mr. Uchtyl asked to add a special order of business.

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

Motion passed with no objection.

IV. Minutes from the March 30th, 2017 Regular Board Meeting will be on the May 25<sup>th</sup>, 2017 agenda.

V. Public Participation on Non-Agenda Items –  
Mr. Becker, Juneau, AK

He said he is here to ask the Board to consider taking over the Fisheries Development Committee. He also wants to discuss the Bridge Park to Norway Point Study. Priority one was to put the haul out facility in at the Yacht Club area. He said he would like to recommend to continue that as a number one priority with looking at the needs for the Juneau area. This would be the quickest return on CBJ's investment. There are a lot of large vessels that would use this area.

Mr. Janes asked what would taking over the Fisheries Development Committee entail?

Mr. Becker said it would be dealing with issues that some of which Docks & Harbors is already taking on. There may be cold storage issues come up and you would need to have a group of fisherman come in to discuss and participate on this item. He doesn't want to lose the momentum that the Fisheries Development Committee has had, but when there is nothing to do it is falling apart.

Mr. Janes asked if this should be a special Committee?

Mr. Becker said yes. He said on another point, he was at an event last Sunday at the Yacht Club and it was very crowded. The parking lot was completely full. When the Yacht Club is moved, there needs to be better parking to accommodate a large crowd.

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Mr. Uchytel said in the packet is a list of Docks & Harbors projects that are going to be discussed at the Strategic Retreat on Saturday. He believes Mr. Becker to say from the Fisheries Development Committee perspective, the Marine Services build out is a number one priority.

#### **Special Order of Business -**

Mr. Uchytel said Doug Unruh is retiring and read a letter of appreciation for his 15 years service to Docks & Harbors.

#### **VI. Consent Agenda - None**

#### **VII. Unfinished Business**

1. Public Hearing for Regulation Changes to the Dockage Charges (05 CBJAC 15.030), Reservation Change Policy (05 CBJAC 15.035) and Loading Permit Fee (05 CBJAC 15.080)

Mr. Uchytel said these are three regulation changes that the Board previously approved. This went out for the 21 days public notice and received no comments. This is the public hearing required by CBJ. Page three of the packet are the changes.

Board Questions - None

Public Comment - None

Board Discussion/Action

**MOTION By MR. SIMPSON: TO APPROVE THE PROPOSED REGULATION CHANGES AND RECOMMEND THE ASSEMBLY TAKE ACTION TO ADOPT AS PRESENTED AND ASK UNANIMOUS CONSENT.**

**Motion passed with no objection**

#### **2. People's Wharf – Use Permit**

Mr. Uchytel said on Tuesday the Use Permit for Tracy's Crab Shack went through the Planning Commission and was approved. The Board action tonight is to approve the use of the portion of the People's wharf that you have previously approved. If this is approved tonight by the Board, Mr. Heumann and I will sign a use permit and rent will be \$144.00 per month.

Board Questions –

Mr. Simpson asked if the \$22 per sq/ft is a lease rate appraisal for the year?

Mr. Uchytel said on page 29 in the packet is the Horan appraisal summary which ends up being \$144.00 per month.

Public Comment - None

Board Discussion/Action

**MOTION By MR. BUSH: TO APPROVE SEASONAL USE OF A PORTION OF THE PEOPLE'S WHARF FOR TEMPORARY FOOD SERVICES AS PRESENTED AND SIGNED AND ASK UNANIMOUS CONSENT.**

**Motion passed with no objection**

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VIII. New Business - None

IX. Items for Information/Discussion

1. Navy USS O'KANE Visit

Mr. Uchytel said the USS OKANE is a destroyer from Honolulu and is going to make a port visit in Juneau. They will be at anchor from May 13<sup>th</sup> to May 18<sup>th</sup> and he is coordinated a welcoming committee to welcome them to Juneau. There is also an Adopt a Sailor program on the CBJ website for Juneau people to welcome the sailors.

Board Discussion/Public Comment

2. Strategic Retreat

Mr. Uchytel said in your packet on page 61 is a list of projects that the Board will review and decide where Docks & Harbors will put their efforts for the coming year and decades. It is a variety of different projects, not in any order, and the Board can think about prior to the meeting. The list provides the cost, source of funding and if there is match or grant opportunities. It is also separated by Harbors or Docks projects.

Board Discussion/Public Comment

Mr. Janes asked how does reopening of the Harris restrooms dove tail with the Harbor waterfront plan?

Mr. Uchytel said staff talked to our term contract holder Behrend's Mechanical and Jensen Yorba Lot for the Harris Restrooms estimate. This is a short term fix that will show good will.

Mr. Lowell asked if other items can be added to the list?

Mr. Uchytel said yes.

Mr. Donek recommended to not limit the Board to items on this list but to brainstorm and come up with other projects that would benefit Juneau.

Mr. Lowell wanted North Douglas Master Planning added to the list.

Mr. Donek said if any Board member wants something added to the list to send an email to Mr. Uchytel.

2. Alaska Clean Harbor

Mr. Creswell said 11 months ago staff came and asked for an adoption of a resolution to start the process to getting certified for Alaska Clean Harbors. There was some great strides made last summer and throughout the fall. A lot of requirements were cocompleted and literature about the program was printed. Alaska Clean Harbors provided nice signage for our Grids and approach docks. The biggest hurdle has been the sewage regulation that is on line to be adopted. The last Clean Harbors requirement is a fish waste management plan which will be an internal memo. We are about 95% complete on the mandatory requirents and we need to be at 100%. We are at 65% to 70% on the optional requirements which we need to be at 80%.

Board Discussion/Public Comment

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X. Committee and Member Reports

1. Operations/Planning Committee Meeting- Wednesday, April 19<sup>th</sup>, 2017 CANCELLED
2. Finance Committee Meeting – Thursday, April 20<sup>th</sup>, 2017 CANCELLED
3. Member Reports- None.

XI. Port Engineer's Report

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

Mr. Eiler requested to bring the big spreadsheet with several years out timeline to the strategic retreat.

Mr. Simpson asked if the dispute between Trucano and the Aurora Harbor contractor is resolved?

Mr. Uchytel said he does not know if it has been resolved.

Mr. Janes said it has not been resolved yet.

XII. Harbormaster's Report

Mr. Borg reported:

- The Port is ready for the first ship.
- The old boat yard area at Statter Harbor has been made ready for the busses that drop off cruise ship passengers for the whale watching tours.
- The old lift was moved out of the way and have an approved view plane.
- There has been some concrete work being redone at the new launch ramp. Staff has received a lot of good feed back on the new launch ramp.
- He has offered free parking to the 2017 Thunder Mountain High School graduating class. They will park at the new launch ramp facility and will be picked up by a Limo and will come back to get their vehicles by midnight after Prom.
- There was a 30' sailboat close to sinking over the Easter weekend. The vessel is out of the water now and sitting at the Aurora parking lot behind the dumpster.
- He said he is working between Aurora and Statter Harbor offices.
- He was contacted by DEC water quality. In the past it was standard practice to dump snow at the Yacht club over the edge. Docks & Harbors was reported for this and told to cease and desist that practice. The snow can only be dumped in the parking lot and not over the edge and that is why the Yacht Club parking lot filled up. There are three individuals that use that area for a snow dump and we will notify them to make alternative arrangements for their snow dumping.
- He said he is no longer allowing storage in the Yacht Club area due to the vandalism and adding to the crime rate. He has given everyone using the storage to remove their items by May 1<sup>st</sup>.

Mr. Lowell asked if people are trying to park in the Auke Bay School to avoid paying for parking at Statter Harbor?

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Mr. Borg said he did have someone ask if they could park at the bus barn and have free parking. He told them Docks & Harbors only allowed that for two years and will need to check with the bus barn.

**XIII. Port Director's Report**

Mr. Uchytel reported:

- April 12<sup>th</sup>, the FY17 & FY18 budget was presented to the Assembly Finance Committee.
- Tuesday Docks & Harbors employees were given a three hour refresher customer service training.
- May ribbon cutting events –
  - May 5<sup>th</sup> - Cruise Ship Dock Project (Manson is providing food)
  - May 19<sup>th</sup> - Statter Harbor Launch Ramp
  - May 26<sup>th</sup> - Mike Pusich Douglas Harbor
- May 6<sup>th</sup> is the Maritime Festival – weather permitting it will be held on the AS float.
- May 6<sup>th</sup> the blessing of the fleet.
- May 17<sup>th</sup> is the Boat Shelter Expo. Local Contractors and Engineers will set up at the Yacht Club as vendors for the Boat Shelter owners to meet and improve their boat shelters prior to NCS mobilizing. NCS will probably mobilize October 1<sup>st</sup>.
- AK Marine Exchange should have the current sensors for the downtown floats online.
- In June, staff plans to reengage the liveaboard community with a facilitator to discuss liveaboard regulation changes and fees.
- Miller is still working on concrete at the Statter Harbor Launch Ramp project. On March 29<sup>th</sup> there was a hearing to determine if Millers violated their contract by not hiring Secon to do the Asphalt work. May 13<sup>th</sup> is the deadline to render the decision. Staff is also working to close out liquidated damages of about \$45,000 caused by additional fees to PND and Miller is claiming additional cost overruns for concrete and asphalt in the amount of \$100,000.
- Staff held pre-season meetings with vendor booth permit holders, downtown transportation companies, and Statter Harbor user groups. He wants to get ahead of next years rates now and will be bringing the Statter Harbor rates to the next OPS/Planning Committee. He is interested in having just one rate for the users at Statter Harbor.
- Staff is moving forward with the design for Statter Harbor Phase III.

Mr. Janes asked about the legality of charging a permit fee on any facility that was paid for by cruise ship passenger money.

Mr. Uchytel said we are still collecting passenger fees on the cruise ship berths and it doesn't go away just because it is built. We still have costs to run the facility.

Mr. Eiler asked about the hearing on the vendor booth permit?

Mr. Uchytel said staff believed Capital City Sightseeing was in violation of their permit because of their association with Juneau tours. Juneau Tours was represented by a lawyer. He said he was convinced enough even though they don't meet the spirit of the regulation. When the regulation was written, it was done so that 11 businesses would be sole proprietors operating each booth. The reason the language was put in regulation was for fear Princess or Holland America companies

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would come in and buy up all the permits and squeeze out the locals. He was persuaded enough to believe Juneau Tours has use agreements with four different booths and handle all the administrative operations within the language of the regulation. This is another item he would like to bring back to the Board to do away with this regulation if it is not enforceable.

Mr. Eiler said he was asked by a food vendor about the water piping going on by the parking garage and the Archipelago property. He asked if that was related to the Cruise Ship Berth project?

Mr. Uchytel said this is part of the water/sewer tie in for the Cruise Ship Berth Project. This is the last bit to tear up the ally way, pour concrete, and pave. We are close to wrapping this project up.

Mr. Uchytel said the Auke Bay Marine Station is getting close to finalizing the split in property.

XIV. Assembly Liaison Report - None

XV. Board Administrative Matters

- a. Strategic Retreat – Saturday, May 13th, 2017 at 9:00am –
- b. Ops/Planning Committee Meeting – moved to Thursday May 18<sup>th</sup>, at 5:00pm
- c. Finance Committee Meeting – May meeting Cancelled
- d. Board Meeting – Thursday, May 25th, 2017 at 5:00pm

XVI. Adjournment – The regular Board Meeting adjourned at 6:17pm.