

**CBJ DOCKS AND HARBORS BOARD**  
**REGULAR BOARD MEETING MINUTES**  
**For Thursday, October 31<sup>st</sup>, 2019**

**I. Call to Order**

Mr. Etheridge called the Regular Board Meeting to order at 5:00 p.m. in the Assembly Chambers

**II. Roll Call**

The following members were present: James Becker, Christopher Dimond, Mark Ridgway, Bob Wostmann, Budd Simpson, and Don Etheridge.

Absent: Steven Guignon and Annette Smith

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

**III. Approval of Agenda –**

Mr. Uchytel said no changes to the Agenda. He pointed out the 2020 calendar on page 16 in the packet has changed slightly. November 2020 Veterans day is on Wednesday the 11<sup>th</sup> so that meeting date was changed to Thursday November 12<sup>th</sup>.

**The agenda was approved as presented.**

**IV. Approval of September 26<sup>th</sup>, 2019 Board Minutes.**

Hearing no objection the minutes of September 26<sup>th</sup>, 2019 were approved as presented.

**V. Special Order of Business –**

Mr. Uchytel provided a copy of the AAHPA conference booklet for the Board members to read which was held in Juneau from September 30<sup>th</sup> to October 4<sup>th</sup>.

Notes of significance from the AAHPA conference;

- The banquet raffle held at the Elizabeth Peratrovich hall raised \$6,700 to go toward AAHPA scholarships. A scholarship recipient from last year, Andrew Dilly, also attended the banquet. This was the highest amount raised on this raffle.
- The revenue's exceeded the expenditures for this event so staff will give back to AAHPA about \$17,000.

Mr. Uchytel said on Monday October 7<sup>th</sup> the CT lot was covered with mud after the flood, (showed photo) and the ATIA conference was going to be held at the location two days later so staff needed to clean the whole parking lot to get ready for this event. Mr. Uchytel showed a photo of it all cleaned up and read a letter from Liz Perry with Travel Juneau thanking Docks & Harbors for staff's efforts to get the area cleaned up before the event.

**VI. Public Participation on Non-Agenda Items – None**

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**VII. Consent Agenda-**

- A. Public Requests for Consent Agenda Changes – None
- B. Board Members Requests for Consent Agenda Changes – None
- C. Items for Action

1. Transfer \$123,163.89 from Amalga Harbor Fish Cleaning Station (CIP H51-105) to Pile Anode Installatiion (CIP H51-121)

RECOMMENDATION: TO CLOSE OUT THE AMALGA HARBOR FISH CLEANING STATION (CIP H51-105) PROJECT AND TRANSFER THE REMAINING BALANCE TO PILE ANODE INSTALLATION (CIP H51-121) PROJECT.

2. CALENDAR YEAER 2020 DOCKS & HARBORS BOARD SCHEDULE

MOTION: TO APPROVE THE CALENDAR YEAR 2020 DOCKS & HARBORS BOARD SCHEDULE.

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

Motion passed with no objection.

**VIII. Unfinished Business – None**

**IX. New Business - None**

**X. Items for Information/Discussion**

1. Tide Land Lease Process

Mr. Uchytel said page 17 in the packet is a draft on what the process will look like when Norwegian Cruise Lines comes to CBJ and asks for Tidelands. Everything along the waterfront in the area of their recent land purchase is in Docks & Harbors perview. Norwegian Cruise Lines will want to build a dock and this draft process is just something to help the Board think about next steps. Leasing is complicated and Mr. Uchytel highlighted applicable portions of title 85 shown on page 18 in the packet. The Board is responsible for administering leases for CBJ submerged lands, but everything has to go through the Assembly for final approval for leases. In places in Title 85 referring to leases where it says they are managed by the City Manager it is replaced with the Port Director. He read the other highlighted portions of title 85 and explained the Board members role in the lease process.

Board Discussion/Public Comment –

Mr. Becker said he heard the Mayor assigned a tourism task force to look at the long range waterfront plan.

Mr. Uchytel said the tourism task force has been asked to look at:

- Do we need to refresh the long range waterfront plan

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- Tourism impacts on the community; is there a cap needed or does tourism growth need to be managed.

Mr. Ridgway asked if there was ever an issue with any of our leases not being marine-related?

Mr. Uchytel said no, even a restaurant can be marine related. That term is very broad.

Mr. Ridgway asked if he saw any utilization of the Norwegian land that would not include a Corps of Engineers permit?

Mr. Uchytel said certainly for any water development there would be a need for a Corps of Engineers permit. One pile takes 18 months of permitting.

No public comment.

**2. Archipelago Phase II Update**

Mr. Uchytel said we have a contract for phase II with PND Engineers and they subcontract the Architectural aspects to Northwind Architects, James Bib and subcontracts the landscape architectural design to Corvus Design, Chris Mertl. He showed 65% design renderings of the Archipelago project phase II updated.

Board Discussion/Public Comment- None

**XI. Committee and Member Reports**

**1. Operations/Planning Committee Meeting Wednesday October 23<sup>rd</sup>, 2019-**

Mr. Ridgway reported the committee discussed;

- Security Issues
- The Amalga Harbor funds transfer
- Archipelago update
- The Strategic Retreat
- Grant Funding Ranking

**2. Finance Sub-Committee**

Mr. Wostmann said the sub-committee met to put together ideas for the strategic retreat. Staff went over the revenue and expenses of the Docks & Harbor finances. There will be another Finance Sub-Committee held on November 7<sup>th</sup> and he said he will meet with staff on Monday to go over what the Sub-Committee will want to see.

**3. Member Reports- None**

**4. Assembly Lands Committee Liaison Report – Lands meeting cancelled – No report**

**5. Auke Bay Steering Committee Liaison Report – Mr. Wostmann said this Committee has not met. No report**

**XII. Port Engineer's Report**

Mr. Uchytel showed pictures on the Statter Harbor project and said it is going well. Pacific Pile and Marine will start on November 9<sup>th</sup> and dredge on November 10<sup>th</sup>. They

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should be finished by the end of December. They will start building the pads for blasting in January or February.

The Archipelago project is also going well. They are putting the footings in for the retaining wall and will come back and pour the wall

**XIII. Harbormaster's Report**

Mr. Borg reported:

- Mr. Dimond called him and let him know that someone fell in the water at the Douglas launch ramp. There was a light out and it was hard to see. Staff found that the light failed and it was replaced by Anderson Bros Electric with a new LED.
- Staff will install a Ladder at the end of the launch ramp probably next week
- Statter Harbor breakwater was repaired.
- Staff is getting ready for winter.
- He received a report on all the Harbors crime for the last two years which was 127 incidents on;
  - o Theft
  - o Vandalism
  - o Trespass

95% of the reports were phoned in. He believes people don't want to do the online reporting so they don't report anything. Staff purchased two inexpensive computers and have them located in the front of the office so people can report incidents online. The Juneau Citizens Patrol has been very active in our harbors this last week and four incidents were reported. People being involved in the Community makes a difference.

**XIV. Port Director's Report**

Mr. Uchytel reported:

- He will be meeting with Snowcloud next week to find out their capabilities to provide greater camera service in the Harbors.
- The Board Strategic Retreat date is November 12th at DIPAC. He will meet with Mila to discuss how she will facilitate the meeting.
- Reminder that the City Clerk is taking applications for the new Board member.
- The Aquileans are in Halloween color.
- He congratulated Mr. and Mrs. Becker for their Life Time Achievement award.

**XV. Assembly Liaison Report –**

Ms. Hughes Skandijs said she is happy to be the Docks & Harbors Liaison and the Tourism Task force is the newest thing with the Assembly.

**XVI. Board Administrative Matters**

- a. Finance Sub-Committee Meeting – Thursday November 7th, 2019 at 3:00 pm.

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- b. Board Retreat – Tuesday, November 12<sup>th</sup>, 2019 at 5:00 pm at DIPAC
- c. Ops/Planning Committee Meeting – Wednesday November 13th, 2019 at 5:00 pm
- d. Board Meeting – Thursday, November 21<sup>st</sup>, 2019 at 5:00 pm

**XVII. Adjournment-** The meeting was adjourned at 5:51pm.