

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, November 19th, 2015

I. Call to Order.

Mr. Donek called the Regular Board Meeting to order at 5:01p.m. in CBJ Assembly Chambers.

II. Roll Call.

The following members were present: Weston Eiler, David Lowell, Budd Simpson, David Summers, and Tom Donek.

Also present were the following: Carl Uchytel – Port Director (via telephone), Dave Borg – Harbormaster, and Gary Gillette – Port Engineer.

Absent: John Bush, Bob Janes, Robert Mosher, and Tom Zaruba

III. Approval of Agenda.

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

Motion was approved with no objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the October 29th, 2015 Regular Board Meeting Minutes were approved as presented.

V. Public Participation on Non-Agenda Items –
Howard Lockwood, Juneau, AK

He said last week there was another attempt by the City Engineer to change the zoning at the Little Rock Dump from Waterfront Commercial Industrial to Industrial. He said he has been apposing this for the last three years. This change would remove potential revenue for this area. He said he talked to Teri Camery today and she said the City Engineer has withdrawn all intentions of changing the zoning at this time.

Mr. Summers asked if that area falls into the avalanche zone?

Mr. Lockwood said no.

VI. Consent Agenda - None

VII. Unfinished Business – None

VIII. New Business –

1. Statter Harbor \$1/hour Parking Fee (05 CBJAC 20.160)

Mr. Uchytel said when going forward with updating the Harbor Fee review for Statter Harbor there were two areas in the Regulation that discussed Statter Harbor parking and in the clean up process the \$1 per hour parking was struck

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out in error. In all discussions, the intent was to leave the \$1 per hour parking in the regulation. Mr. Uchytel said he is just asking to correct this mistake and have this put back in regulation. This will need to go back through the Assembly. Mr. Uchytel said he will include this the next time the Board sends another regulation change for Assembly approval.

Board Questions - None

Public Comment –

Renee Rieser, Douglas, AK.

She asked when the Douglas Harbor designated pay spaces parking fees will be in affect?

Mr. Donek said that has already been in regulation and is for designated parking space, not for everyday parking. It is not the intent to start charging in the downtown Harbors, however, with this already in regulation if spaces are designated we could charge.

Board Discussion/Action

Mr. Summers said this is a great benefit to Harbor customers because this \$1 per hour parking is under market for parking pricing.

MOTION BY MR. SIMPSON: MOVE THAT THE BOARD TAKE THE CORRECTIVE ACTION REQUESTED BY STAFF AND REINSTATE THE REVISION RELATING TO \$1 PER HOUR PARKING AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

IX. Items for Information/Discussion

1. Capital Improvement Project – 6 Year Plan

Mr. Gillette said every year this is submitted to CBJ Engineering who then compiles the CIP plan that will go to review, the Planning Commission, and then becomes part of CBJ's annual budget. The projects on the six year plan are projects planned to be developed over the next six years, or future projects that Docks & Harbors would like to have developed but no real funding or potential funding identified. While they are listed as a priority, this can change if the Board wants this changed. This list is broken down between Docks and Harbors projects. The FY17 projects list is the list that will be approved for the budget. Docks & Harbors is asking money for these projects out of the City Marine Passenger fees, the State Passenger fees, and have applied for a \$2M matching grant.

Mr. Gillette went over the FY17 requests;

- Steamship Wharf Cathodic Protection Phase II – Staff is currently working with CBJ Engineering because they are executing cathodic

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protection for under the parking garage structure. This went out for bid, but the bids came in almost double what the Engineer's estimate was. This is now broken up into phases. The first phase is budgeted and estimated at \$500,000 which is pile jacketing, or wrapping pilings for the area under the brickyard because they are showing signs of deterioration and install new anode sleds to protect the water side of the sheet pile retaining wall. Phase II which is estimated at \$600,000 would install an impressed current cathodic protection system for the interior side of the sheet pile wall and recoat the seaward face of the Marine Park sheet piles retaining wall.

- Visitor Information Kiosk Replacement Design – The Juneau Convention and Visitors Bureau requested a new kiosk be provided which would offer a more user friendly facility and address safety, ADA compliance, and comfort concerns of volunteers. The current facility was moved from the Marine Park area when the Alaska Steamship Wharf was expanded for bus staging. This phase of the project would perform planning, design, and cost estimating to ascertain a full understanding of the needs and costs of a replacement structure. The estimated cost for planning and design is \$25,000. For FY18 \$120,000 is estimated for project construction.
- Auke Bay Passenger for Hire Facility – This would update the overall Statter Harbor Master Plan as a result of moving the boat yard to Auke Bay loading Facility. He said there may be a way to use the State Cruise Passenger fees.
- Aurora Harbor Rebuild – Staff applied for a \$2M matching grant for this part of the project. If we received this funding it would be \$4M that would replace the Harbor through the boat shelters area.
- Statter Harbor Breakwater Safety Improvements- This area is used for transient moorage for larger vessels in the summer months. The structure has large open cells within the boundaries of the structure that present safety concerns for users of the facility. Docks and Harbors has prepared a design and cost estimate that indicates it would be \$1M to perform the work. The plan is to proceed with the project in a phased approach over three years utilizing harbor funds.

Mr. Lowell asked if the current Steamship Wharf cathodic protection is an impressed current?

Mr. Gillette said it is sleds.

Mr. Lowell wanted to know the cost per year to operate the cathodic protection?

Mr. Gillette said he does not know.

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Mr. Lowell said his understanding is that there is a yearly required maintenance to look at the rectifiers and then voltage input to run the system. Will the expenses come out of Docks funds?

Mr. Gillette said yes it would be Docks funds.

Mr. Lowell said he would like to see the annual operation cost for this project.

2. Review of previous Marine Passenger Fee Requests

Mr. Gillette said each year staff is asked to submit a list of projects for consideration to receive Marine Passenger Fees. The following list is what was submitted last year;

- Area Wide Port Operations
- Port-Customs and Visitor Center Buildings Maintenance Support
- Statter Harbor Passenger For Hire Facility
- Downtown Restrooms
- Future Cruise Terminal Staging
- Downtown Pay Phones
- Visitor Information Kiosk Replacement
- CBJ Parks & Recreation Landscaping Services
- Lightering Float Ramp Canvas Cover Replacement
- Marine Park Bus Parking Lot Brick Repair
- Flags & Banners

Mr. Uchytel said this list is due to the City Manager by December 31st. The updated list will come back to the Board for approval before it is submitted to the City Manager.

3. FY2015 Docks & Harbors Report to the Assembly

Mr. Uchytel said under title 85 Docks & Harbors is required to provide to the Assembly a written review of their operations during the preceding fiscal year. In the packet is the proposed letter to the Assembly.

Mr. Donek said this is a required report, and hasn't been done since he has been on the Board. This will let the Assembly know what Docks & Harbors is up to. The numbers on the memo need to be verified by the Finance Department and then it will be forwarded to the Assembly.

X. Committee and Member Reports

1. Harbor Fee Review Committee Meeting – Wednesday, November 4th, 2015

Mr. Simpson report the Committee discussed the special fees for the small skiffs that are parked in places other boats can't park. The Committee recommended to reduce the fee to \$300 annually to encourage use. The Committee will be looking at all the small boat harbor moorage fees next.

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2. Operations/Planning Committee Meeting – Tuesday, November 10th, 2015
Cancelled

3. Finance Committee Meeting – Thursday, November 12th, 2015 Cancelled

4. Docks Fee Review Committee Meeting – Thursday, November 12th, 2015
Cancelled

5. Member Reports – None

XI. Port Engineers Report –

Mr. Gillette said his report is in the packet. He provided an update for the following;

- The Boat Yard at the Auke Bay Loading Facility lease goes to the Lands Committee on November 23rd and to the full assembly on November 30th.
- Douglas – Dredging has begun and there are weekly progress meetings. The 95% review for the new floats is complete. We should receive the 100% final bid documents by the first week in December and will go out for bids the first of January. The intent is to get the bids in late January for Board approval, take to the Assembly in February, and the notice to proceed by the first part of March. That end of the Harbor will be under construction for the entire summer.
- Statter Launch ramp is moving forward with no issues.
- Cruise Berth is moving forward. They are a little behind and running double shifts to catch up. Work should be back on schedule by February and go back to single shifts.

Public Comment -

Jim Betts, Juneau Alaska

He asked Mr. Gillette to comment on allowing the dumping of the dredged material in the channel whereas this was not allowed in the past. Does this have to do with material sampling?

Mr. Gillette said the last project completed in 2003 used the dredge material for fill behind a wall that is currently the Douglas parking lot. This dredge project has met all the requirements and will need to be capped and monitored.

XII. Harbormaster's Report –

Mr. Borg reported;

- Working on snow removal
- Make sure to check boats
- Working on the Senior Harbor Officer hiring process
- It will cost \$11,000 to fix the flat bed that had water intrusion at Statter Harbor. This means staff will be down a sander and a snow plow.

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- The Icy Strait sold for \$50,210.

XIII. Port Director's Report –

Mr. Uchytel reported;

- The first of December staff intends to advertise the master plan effort between Norway Point and Bridge Park.
- Staff intends to hold a public meeting to start discussing phase III of Statter Harbor.

XIV. Assembly Liaison Report – None

XV. Board Administrative Matter

- a. Harbor Fee Review Meeting – Wednesday, December 2nd, 2015 at Noon
- b. Ops/Planning Committee Meeting – Wednesday, December 2nd, 2015 at 5:00 pm
- c. Finance Committee Meeting – Thursday, December 3rd, 2015 at 5:00 pm
- d. Docks Fee Review Meeting – Thursday, December 3rd, 2015 following Finance
- e. Board Meeting – Thursday, December 10th, 2015 at 5:00 pm

XVI. Adjournment - The regular Board Meeting adjourned at 5:46 pm