CBJ DOCKS & HARBORS BOARD
FINANCE MEETING AGENDA
For Tuesday, February 25th, 2014

I. Call to Order (5:00 p.m. to 7:00 p.m.) in the **Room 224, City Hall.**

II. Roll Call (Greg Busch, Kevin Jardell, Mike Peterson, Scott Spickler, and Tom Donek).

III. Approval of Agenda.

MOTION: TO APPROVE THE AGENDA AS PRESENTED OR AMENDED.

IV. Public Participation on Non-Agenda Items (not to exceed five minutes per person, or twenty minutes total).

V. Approval of January 28th, 2014 Finance Committee Meeting Minutes.

VI. Consent Agenda - None

VII. New Business

1. New Truck
   Presentation by the Port Director

   Committee Questions

   Public Comment

   Committee Discussion/Action

   MOTION: TO BE DEVELOPED AT THE MEETING

2. FY15/16 Budget
   Presentation by the Port Director

   Committee Questions

   Public Comment

   Committee Discussion/Action

   MOTION: TO BE DEVELOPED AT MEETING

VIII. Old Business

1. Mt. Roberts Tram Update
   Presentation by the Port Director

   Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

IX. Items for Information/Discussion - None

X. Staff & Member Reports.

XI. Committee Administrative Matters.

1. Next Finance Committee Meeting March 25th, 2014

XII. Adjournment.

CBJ DOCKS & HARBORS BOARD
FINANCE MEETING MINUTES
For Tuesday, January 28th, 2014

I. **Call to Order** Mr. Donek called the Finance Committee meeting to order at 5:05pm in **Room 224, City Hall.**

II. **Roll Call** The following Finance Committee members were present: Greg Busch, Kevin Jardell, Mike Peterson, Scott Spickler, and Tom Donek.
Also in attendance were the following: Loren Jones – City Assembly Member; Carl Uchytil – Port Director.

III. **Approval of Agenda.**
MOTION BY MR. KEVIN JARDELL: TO APPROVE THE AGENDA AS PRESENTED.
Motion passed with no objection.

IV. **Public Participation on Non-Agenda Items** - None.

V. **Approval of December 10th, 2013 Finance Committee Meeting Minutes.**
MOTION BY MR. SCOTT SPICKLER: TO APPROVE THE DECEMBER 10, 2013 FINANCE MEETING MINUTES AS PRESENTED.
Motion passed with no objection.

VI. **CONSENT AGENDA**

A. **Public Requests for Consent Agenda Changes –** None.

B. **Committee Member Requests for Consent Agenda Changes –** Mr. Mike Peterson requested both items on the consent agenda be moved to items for action for committee discussion.

1. Personnel Changes FY15/FY16
Recommendation - Docks & Harbor responsibilities have and expectations have grown with the Auke Bay Loading Facility and desire for extended summer operations with the downtown harbors. Additionally, increased responsibility for the administrative workforce requires changes to our staffing levels. I recommend adding two additional summer Harbor Technician, filling the vacant Administrative Officer position and upgrading the Statter Harbor Administrative Assistance from a Level I to Level II.

2. FY2015 Moorage Rate
Recommendation – Each moorage year, a fee equal to the previous year's fee adjusted to the Anchorage Consumer Price Index will be accessed to the assigned rates at all harbors and for skiffs, unless the Docks and Harbors Board takes action to keep the fee the same as the previous year. I recommend adjusting the FY15 moorage 1.5% as authorized under 05 CBJAC Chapter 20 (Small Boat Harbor Fees and Charges).

C. **Items for Action**

1. Personnel Changes FY15/FY16
Mr. Uchytil stated he is comfortable with our financial budget. He is proposing to fill our vacant Admin. Officer position, increase our staff to extend our summer hours

with two new Harbor Technicians, and to reclassify our full-time Auke Bay Admin. Assistant to higher level based on the increased responsibilities and workload.

Committee Questions

Mr. Jardell asked what the summer hours for Statter Harbor are.

Mr. Uchytil answered the office closes at 4:30pm and a Harbor Officer is on duty until 9pm.

Mr. Donek asked if we have downtown staff until 9pm.

Mr. Uchytil answered we only have an emergency on-call staff after 4:30pm.

Mr. Donek asked who answers the radio for moorage after 4:30pm downtown.

Mr. Uchytil answered the Port Officers downtown on duty for cruise ships are supposed to cover our radio calls.

Mr. Spickler asked if the budget for the Admin. Officer position is the same rate it has been?

Mr. Uchytil answered yes.

Mr. Peterson asked if the Statter Admin. has increased workload, does that also mean the workload will keep increasing meaning they will need more staff? Also asked to clarify that only two additional Harbor Techs need to be hired not three?

Mr. Uchytil answered we need two new Harbor Techs hired and it will be mean one additional Harbor Tech for Statter and one additional for Aurora. With the new hire it will mean a third seasonal Harbor Tech for Aurora.

Mr. Peterson asked if the new Harbormaster will take any responsibilities of the Admin Officer position.

Mr. Uchytil answered the Admin Officer will probably be a better fit to be the direct report for all of the Administrative Staff.

Public Comment – None.

Committee Discussion/Action

Mr. Jardell stated he is comfortable with the recommendations from Mr. Uchytil and he supports keeping the offices open later especially in the summer.

MOTION BY MR. KEVIN JARDELL: TO APPROVE THE PERSONNEL CHANGES FY15/16 AS RECOMMENDED ON THE AGENDA AND THE FORMER CONSENT AGENDA NUMBER ONE BE APPROVED AND ASKED UNANIMIOUS CONSENT.
Motion passed with no objection.

2. FY2015 Moorage Rate
   Mr. Uchytil stated every year in regulations we have an automatic price increase for the moorage rates. We use the CPI (consumer price index) for Anchorage for our price adjustment unless the Board elects not to raise the rates.

Committee Questions

Mr. Jardell stated he supports the moorage automatic increase and the passenger for hire, commercial, and other rates are not included in the increase. He stated the board had talked about reviewing these in the past and it still needs to be done.

Mr. Uchytil answered it will be a huge undertaking to go over every other fee to determine what increases will be and the public will resist these increases.

Mr. Jardell stated it was a lot of work to get the CPI increases in to the regulations as an automatic increases.

Mr. Donek stated the automatic increase for moorage was added to the regulations so it would not have to come to the board every year for discussion.

Mr. Peterson asked why there is a difference in moorage between downtown and Statter harbors.

Mr. Uchytil answered because that is what the market will pay and it is cheaper than Fisherman's Bend for monthly rates. The daily rates are the same. These monthly rates were driven by DeHart's rates.

Mr. Donek stated the city used DeHart's rates to determine the difference.

Mr. Peterson stated the live aboard fee is too low for up to four people living on a boat and should be evaluated.

Public Comment

Mrs. Chloe Watson – Juneau, AK

Mrs. Watson stated she disagrees with the large difference for Statter. The city should charge the same rate for all boats in the city harbors. The tour industry rates should be raised as well.

Mr. Paul Swanson – Juneau, AK

Mr. Swanson said these increases are going to force people to let their boats go because they can't afford the difference. Also now people have to pay 12 months instead of six months like they did at DeHarts.

Committee Discussion/Action

Mr. Busch stated we need to go over our whole fee structure and it will be a huge project.

Mr. Donek said we should work on getting the rates evaluation done for FY16.

MOTION BY MR. KEVIN JARDELL: TO ADVANCE THE FY15 MOORAGE RATE INCREASE TO THE BOARD FOR AN INFORMATION ITEM AND ASK ASKED UNANIMIOUS CONSENT.
Motion passed with no objection.

VII. Unfinished Business

1. Goldbelt Lease Review Update

Mr. Peterson stated he and Mr. Uchytil have met three times with the Goldbelt representatives. The first was December 10, 2013, the second January 14, 2014 and the third was January 27, 2014. There is not anything to report yet. The meetings are ongoing and progressing. Mr. Spickler will step in for any meetings while Mr. Peterson is out of town for two weeks.

Committee Questions

Mr. Jardell asked if there is a time frame for a resolution.

Mr. Peterson answered he hopes for a resolution sooner than 6 months.

Public Comment - None

Committee Discussion/Action - None

VIII. New Business – None.

IX. Items for Information/Discussion – None.

VIII. Staff & Member Reports.

Mr. Uchytil stated the Board Meeting bylaws will be finalized on Thursday. The consent agenda helps move the board meetings along without discussion but keeps the board informed. Mr. Uchytil stated the monthly meeting dates may change.

Mr. Uchytil stated the storm event the week of January 13th caused structural failure at the C float at Statter and two float modules failed in compression. Mr. Uchytil said we are still waiting on a report. The temporary repairs are going to cost between a quarter to

a half million dollars. We need to find new funding sources to replace the old floats of Statter.

Mr. Jardell asked if we already had anchor work done with PND a couple of years ago.

Mr. Uchytil answered PND dove to locate anchors for the driving of the new pilings for the new slips.

Mr. Donek stated PND only checked conditions of the chains when they dove.

Mr. Busch stated we need to make this a top priority so Statter Harbor is not out of commission for a summer.

Mr. Uchytil said the report will have the data and the damage assessment. One solution is to have the original manufacturer, Bellingham Marine, fabricate new replacement floats and for a contractor to install the new floats.

Mr. Uchytil stated we a have lease with the Thane Ore House that we need to break due to non-payment. Mr. George Jefferson has financial problems. It is a lease we acquired from the state. Mr. Jefferson still has rights to the building. We need to sell the building and Mr. Jefferson gets those proceeds then we can sell the property.

Mr. Uchytil said the cultural preservation seadrome building tideland lease needs to be re-evaluated. It has been appraised at $713,000 by Horan & Company and the lease rent would be 10% of that for $71,300 per year. Goldbelt is challenging the lease rent stating it should be the assessors value not an appraisal. The assessor's value is $680,000. Goldbelt stated it should be based on comparables. Mr. Uchytil sent the appraisal to the assessor to see if they will accept the appraised value. It is suspected Goldbelt and the assessor will protest the appraised value.

Mr. Uchytil stated the outcry auction for the vendor booths permit is scheduled for February 20, 2014 and a letter will be sent out stating the potential bidders will not be made public. Each company is legally only allowed one booth. There are three 1-year permits available this year.

Mr. Busch asked about raising the minimum bid.

Mr. Uchytil answered the proposal is to raise the minimum bid to $25,000. Bidders are required to have $5,000.00 in cash to be a potential bidder.

IX. Committee Administrative Matters.

1. Next Finance Committee Meeting February 25th, 2014

X. Adjournment.

The Finance Committee adjourned at 5:59pm.