

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA
For Thursday, July 25th, 2013

- I. Call to Order** (5:30 p.m. at the CBJ Assembly Chambers.)
- II. Roll** (Greg Busch, John Bush, Tom Donek, Bob Janes, David Logan, Mike Peterson, Budd Simpson, Scott Spickler, and Kevin Jardell).
- III. Approval of Agenda**

MOTION: TO APPROVE THE AGENDA AS PRESENTED.
- IV. Approval of June 27th, 2013 Regular Board Meeting Minutes and July 2nd, 2013 Special Board Minutes.**
- V. Public Participation on Non-Agenda Items** (not to exceed 5 minutes per person, or twenty minutes total time).
- VI. Items for Action.**

- 1. Election of Board Chair and Vice-Chair
Presentation by the Past Board Chair

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

- 2. PND Contract Amendment for Taku Dock
Presentation by the Port Engineer

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

- 3. Appropriation of \$500,000 from State for Statter Harbor
Presentation by the Port Engineer

Board Questions

Public Comment

Board Discussion/Action

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MOTION: TO BE DEVELOPED AT THE MEETING

4. Appropriation of \$86,600 from ADOT/PF for Access Easement
Presentation by the Port Director

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

5. Assignment of Committee's
Presentation by the Board Chair

Board Questions

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

VII. Items for Information/Discussion

1. Special Board Meeting August 14th, 15th, or 16th at Noon – Cruise Ship Staging Area Phase II Bid
Award Approval.
Presentation by the Port Engineer

VIII. Committee and Board Member Reports

1. Operations Committee Meeting – Cancelled
2. CIP/Planning Committee Meeting – Cancelled
3. Finance Committee Meeting – Cancelled
4. Member Reports

IX. PRAC Representative Report

X. Port Engineer's Report – Mr. Gillette's report is in the packet.

XI. Harbormaster's Report

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XII. Port Director's Report

XIII. Assembly Liaison Report

XIV. Committee Administrative Matters

- a. Operations Committee Meeting – August 20th, 2013
- b. CIP/Planning Committee Meeting – August 22nd, 2013
- c. Finance Committee Meeting– August 27th, 2013
- d. Board Meeting – August 29th, 2013

XV. Adjournment

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday, June 27th, 2013

I. Call to Order.

Mr. Kueffner called the Regular Board Meeting to order at 5:31 p.m. in the Assembly Chambers

II. Roll Call.

The following members were present: John Bush, Tom Donek, Kevin Jardell (via phone), David Logan, Budd Simpson, Scott Spickler, Michael Williams and Eric Kueffner.

Absent: Greg Busch

Also present were the following: Carl Uchtyl – Port Director, Gary Gillette – Port Engineer, Dwight Tajon – Harbormaster, Loren Jones- Assembly Liaison, Dixie Hood – PRAC Liaison, and Amy Mead – Assistant City Attorney.

III. Approval of Agenda.

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

Motion was approved with no objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, May 23rd Special Board Meeting Minutes and the May 30th, Regular Board Minutes were approved as presented.

V. Public Participation on Non-Agenda Items - None

VI. Items for Action

1. Norway Point Beach Access Use Agreement

Mr. Uchtyl said Docks and Harbors was approached by the Catamaran sailing members in Juneau and asked for consideration to use the beach adjacent to Norway Point. With their unique circumstance, they need an uplands beach area to use. This was approved by the Operations Committee. The Finance Committee also approved this use with compensation being half the rate of a skiff annual use. Mr. Uchtyl proposed this rate because only half the year is left. The Catamaran users felt this was fair and reasonable.

Board Questions-

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Mr. Kueffner asked if this was for using the beach to launch and keeping the Catamaran at that location?

Mr. Uchytel said there would be a sand or upland anchor above the high water line and use a dolly to get the catamaran to the water.

Mr. Kueffner asked how much room was there for the catamaran's?

Mr. Uchytel said 10 to 12 catamaran's would be able to fit in this area.

Public Comment – None

Board Discussion/Action

Mr. Uchytel said this action item would allow the catamaran users to use this area without having to do a regulation change.

Mr. Kueffner said Docks & Harbors has this area and this is a good way to respond to the user's needs.

MOTION By MR. LOGAN: TO APPROVE THE 2013 NORWAY POINT USE BEACH AGREEMENT AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

2. Results of Statter Harbor Conditional Use Permit

Mr. Uchytel said the Statter Harbor Conditional Use Permit results were favorable and **No Action or Motion is required.**

3. Tram Appraisal Methodology

Mr. Uchytel said in the packet is a memo based on an action item from the Finance Committee meeting on Tuesday. At the request of the Committee, he put together a time line of where the Tram review is at. This is a very complex issue. The action voted on at the Finance Committee was to send to the full board the Horan appraisal for adoption and reinstate royalty payments. Ms. Mead has been reviewing historic documents on the tram lease and has uncovered some important information pertaining to the Assembly's approval of the lease. With this new information, a different course of action should be taken other than the Finance Committee recommendation from Tuesday.

Board Question –

Mr. Kueffner said summarizing this action item, this is a dispute over the rental rate for the lease managed by Docks and Harbors with Mt. Roberts

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Tramway. At the Finance Committee meeting on Tuesday, the Committee made a recommendation that the Full Board would adopt the Horan appraisal. After the meeting, Ms. Mead found information that affects the facts. This issue before the Board is the appropriateness of the lease appraisal provided by Goldbelt and Docks & Harbors concern about whether that appraisal meets the standards set out in the lease for determining the value of the lease.

Ms. Mead said she found a very relevant document. The issue for determining rent value is section 05(d)(4) of the Goldbelt lease which talks about the appraisal process for the recalculation of the rent every three years. This is first done by CBJ appraiser and if this is disputed then Goldbelt can have an appraisal completed and if no agreement still, then there is a duty to negotiate a resolution. If that is not successful, then a third appraisal will choose between the first two appraisals. Section 05(d)(3) of the lease lays out the methodology that the appraiser is to follow. That is the fair market value is to be set based on consideration of the unimproved lot at its highest and best use. Where the two appraisers disagreed was Goldbelt, with the legal opinion by Mr. Spitzfaden, directed its appraiser to define highest and best use within the limiting context of the use that the lot is currently being used, or the use that is defined by the lease. In other words, this would be solely as a tram property. Mr. Horan who provided the appraisal for Docks & Harbors did not have that opinion. There has been a lot of discussion back and forth trying to figure out what happens now and about a third appraiser being retained. The problem with that would be that third appraiser would determine who's legal opinion was correct. That is not really the role of an appraiser. When Ms. Mead was looking for a copy of the ordinance where the Assembly approved the entering into this lease, she found a number of drafts in the file with different lease language. The first draft was from November of 1994 and in that lease the language pertaining to highest and best use read that the appraisal shall consider the lease premises as unimproved land and that the highest and best use of the lease premises is the use for which the lease is then utilizing the land, and this is Goldbelt's opinion. The next draft dated December 9th, 1994, contained hand written strike through of all of that language. It ends up with the language that is currently in the lease which states that the appraiser shall consider the lease premises as unimproved land at its highest and best use. Ms. Mead said during the research to figure out how the final lease came about, she found at the December 19th Assembly meeting where the ordinance and lease was adopted, there was a lot of public testimony and this was a very contested issue. There was a comment from the public directly relating to the limitation language relating to highest and best use. Later on in the discussion there was a question from an Assembly member

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to the CBJ attorney regarding the same language. The CBJ attorney said that the provision has to do with highest and best use being made at the property at the time of the appraisal regardless of what the highest and best use could conceivably be in some other context, in other words limited to tram. This is a negotiated term with the developer, Mt. Roberts Tramway limited partnership, who would like this included, but there is no legal reason to have it included. An Amendment was made by the Mayor that there be no limitation on the definition to highest and best use, which was adopted by the Assembly by unanimous consent. With this new information, it eliminated the question of what was intended by the definition of highest and best use. Ms. Mead suggested she provide this new information in a memo to Mr. Uchytel for his use and distribution. She suggested to provide this to Goldbelt for reconsideration of their position.

Mr. Kueffner said this does bring more facts to be considered in terms of how to proceed with this appraisal methodology. The new factual information discovered really has affected what the Board should do.

Public Comment –

Dixie Hood, Juneau, Alaska.

She asked why the appraisal is based on unimproved property?

Mr. Kueffner said that was a negotiated provision of the lease.

Board Discussion/Action

Mr. Simpson said based on his own experience with other property owners in the Tram area, the Horan appraisal is too high and the Goldbelt appraisal based on Ms. Mead's analysis is not sustainable either. Moving forward with the process, a third appraiser would pick between the two appraisals and neither appraisal seem right to him. He said he is not prepared to support something that forces a bad choice on somebody. With the additional information from the CBJ attorney, it makes sense to send Goldbelt back to get another appraisal with just the footprint of the lease as the instructions to the appraiser and not the extraordinary assumptions that were made in the appraisal. That could result in a third appraisal that is sustainable and then if there needs to be a choice between the two, maybe one would be viable.

Mr. Jardell said his recommendation would be to ask Mr. Uchytel to take the information in the memo from Ms. Mead and clearly articulated in writing that Docks & Harbors Board does not believe that the current appraisal from Goldbelt meets the current lease requirements. Goldbelt will need to

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provide an appraiser with the new documents to conduct an appraisal with just the direction contained in the lease and provide that to Docks & Harbors to be able to move forward. If an appraisal is not received that Docks & Harbors believes meets the lease requirements, then it could be a breach of contract action for not meeting their obligation in the contract.

Mr. Williams said this has been going on for a long time. Continuing to exhaust all options for a couple more months before sending this to the Assembly, if a suitable rent adjustment can't be made, is the best thing to do.

Mr. Logan suggested a 30 to 60 day time limit on having Goldbelt provide another appraisal.

Mr. Spickler asked Ms. Mead if there was anything found in the Goldbelt file about waving the royalty payments?

Mr. Mead said she researched to find out how Docks & Harbors ended up administering the Tram Lease. She couldn't find anything that transfers this lease specifically, but that was clearly the intent for Docks & Harbors take over the administration of this lease. The recollection of the Finance Department was sometime in 2006 Docks & Harbors was unhappy with how long rental payments were taking to get to their account and how long the rental adjustment periods were taking and Docks & Harbors asked the Finance Department if they could take over collecting the payments. The Memo from Mr. Stone came shortly after that stating Docks & Harbors was changing how Goldbelt's rent was calculated. There is no authority in the lease agreement for that action on a permanent basis. There was no other discussion on what happened with the royalty rents and whether the change was to be permanent. Regardless, this would require an Assembly action and that is stated in the lease agreement.

Mr. Donek said this new information has changed things from what was discussed at the Finance Committee meeting on Tuesday.

MOTION By MR. DONEK: TO TABLE THIS ITEM AND BRING IT BACK FOR RESOLUTION AT THE REGULAR BOARD'S OCTOBER MEETING AND ASK UNANIMOUS CONSENT

Mr. Simpson seconded the motion.

Mr. Logan suggested a friendly amendment to bring it back to the Board in September if not August.

Mr. Donek accepted September.

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Mr. Simpson accepted also.

Mr. Kueffner said he suggests to add to the motion that this will still move forward, but this is just providing time for Mr. Uchytel and Ms. Mead to provide Goldbelt with instruction's for their appraiser.

Mr. Donek said that is the intent.

Mr. Jardell said a point of clarification is that this Motion is just tabling the recommendation of the Finance Committee.

Mr. Simpson said it is still fair to staff and Goldbelt to give them some sense of direction during that tabling period. This is giving Goldbelt a second chance to get an appraisal that does not contain the extraordinary assumption that is problematic legally and to get an appraisal that Docks & Harbor can work with.

Mr. Logan asked Mr. Uchytel and Ms. Mead if they have received sufficient guidance or do they need additional direction?

Mr. Uchytel said Ms. Mead will write a memo of the historic information found and then she will forward to me. I will send the information to Goldbelt and try to convince Goldbelt they should retract their position on extraordinary assumption and to move toward a similar comparison. Another point was raised by Goldbelt in a letter that Docks & Harbors used Horan & Company and not the CBJ Assessor. It is stated in the original lease as the appraisal needs to come through the CBJ assessor's office, and because it didn't come through the Assessor, it voids the Horan appraisal. Mr. Uchytel said he checked with Ms. Mead and Title 85 allows Docks & Harbors to get the appraisal.

Mr. Kueffner commented that Goldbelt's point had no merit.

Mr. Williams suggested have an outline of the entire process so if this does have to go to the Assembly it is well documented.

Mr. Bush asked if the Port Director or Board could make changes to this lease?

Ms. Mead said no. The Assembly can only make changes.

Motion Passed without objection

VII. Items for Information/Discussion.

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1. Board Discussion on Committee Assignments

Mr. Jardell said Committee members will be appointed at the July meeting. This is really just to let the members know if they want to have a Chair position or serve on a certain Committee to send their preference to Mr. Uchytel. With the Committee member's preference, the newly elected Board Chair can make the Committee Chair and committee assignments fairly quickly. Mr. Jardell said he has talked to Mr. Busch about running for Board Chair because he will be stepping down. Another thought Mr. Jardell suggested, was to have only two committees instead of three. The work load for having three Committee's is a lot. The thought would be to have the Operations and CIP Committee's discuss the Finance issues with the appropriate topics, and twice a year have a Finance Committee go over the budget and review the budget. He suggested send ideas on going to only two Committee's to Mr. Uchytel also.

Mr. Kueffner said he supports the idea of only having two Committee's, and Operations and CIP Committee's deal with their own finance issues.

VIII. Committee and Board Member Reports

1. Operations Committee Meeting – June 18th, 2013

Mr. Logan said at the Operations meeting, Norway Point Beach access use agreement was thoroughly discussed and sent to the Finance Committee.

2. CIP/Planning Committee Meeting – Cancelled

3. Finance Committee Meeting – June 25th, 2013

Mr. Kueffner said at the Finance meeting, Norway Point Beach access and the Tram appraisal methodology were both discussed.

4. Member Reports –

Mr. Kueffner said he received a complaint about Douglas Boat Ramp that only half of it is usable because of debris.

Mr. Tajon said there have been extreme tides that have carried the seaweed and debris on the ramp. Staff has gone to Douglas to clean it off and have been advised to try to keep it clean during the extreme tides.

Mr. Donek presented Mr. Kueffner and Mr. Williams with Docks & Harbors cutting boards for serving on the Board. Their term is up on July 1st.

IX. PRAC Representative Report-

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Ms. Hood said PRAC's June meeting was cancelled. The next meeting is July 2nd.

X. Port Engineer's Report –

Mr. Gillette said his report was in the packet and he wanted to update on other items of interest.

Statter Harbor Phase II – This was approved by the Planning Commission and he anticipates the notice of decision to issue tomorrow, which starts the twenty day appeal period. We will continue to move ahead at this point.

Aurora Harbor Project – There will be a public hearing on July 24th at the Yacht Club. This will be a presentation to the public showing where Docks & Harbors is at in the design phase, and there are some decisions that need to be made. Because there is a fixed breakwater, there are issues of confined space. This will be in a work shop format and staff hopes to receive good input for the designers.

North Douglas Boat Ramp – We have discussed challenges with parking or increasing access to the ramp, but another question was to look into lighting. Staff contacted AEL & P, and Mr. Gillette said there are two options.

Option 1 - There is a high power line across the street that supplies Greenscreek. To get the power to the site without the lights, is \$50,000.

Option 2 – Extend the line that feeds the residences that are on the same side of the street as the launch ramp, and that is \$50,000 also. Mr. Gillette said he would need direction from the Board to pursue this.

Mr. Spickler said at some point of time there is going to be a need for power at that location, but felt \$50,000 was a lot of money.

Mr. Kueffner commented he thought this was a reasonable price.

Mr. Williams agreed that this was a reasonable price.

XI. Harbormaster's Report –

Mr. Tajon said staff worked on the Harris Harbor Launch ramp and filled in holes with cement.

There was a USCG inspection today, and Docks and Harbors had two minor deficiencies.

He had a meeting with the kayak tour groups to discuss safety with their guests. Staff painted lines for the pedestrians so they know to stay out of the main ramp area to prevent getting run over. This will be monitored with a camera to see how it is working.

Mr. Spickler asked how this was going to be monitored with a camera.

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Mr. Tajon said it will be a fixed camera to a pole. It is the time lapse camera that was used during construction at Statter Harbor.

XII. Port Director's Report

Mr. Uchytel said he meant to add the Auke Bay Loading Facility discussion action item on the Agenda. After going through the process with the Planning Commission for the Statter Harbor launch ramp it has become very clear from the members that the Auke Bay Loading Facility is under utilized. Looking at ways to make it more attractive to users and try to relieve some of the congestion at Statter Harbor, staff is looking at ideas. The Boat lift is ready to use, and Deputy Port Engineer Erich Schaal is looking at wash down pads. The regulation and FAQ's aren't always congruent. With this, there is confusion even with staff telling customers who can or can not use the facility. In the packet is a memo that outlines the proposed changes for the rest of 2013. Primarily this is to encourage patrons with Commercial Launch ramp permits to launch and take their boat out at the ABLF. This can be taken up for next month or have a special board meeting.

Mr. Kueffner asked if it was urgent enough to have a Special Meeting?

Mr. Uchytel said yes. This would be under a fee special to encourage use of this facility. Waiving the freight use and allowing recreational users to do small maintenance. This may take regulation changes at the end of the year.

Mr. Spickler asked to have a special meeting early next week.

Mr. Uchytel said summer comes and goes very quickly and there is a demand for this now. Staff wants to encourage a viable commercial activity.

Mr. Logan asked if this is to try to relieve congestion at Statter Harbor?

Mr. Uchytel said yes. He will try to set up a special meeting on Tuesday at noon.

Mr. Uchytel said 10 people talked in favor for the Statter Harbor launch ramp and 21 letters were sent in.

Working with TBMP there were issues with speed at Auke Bay. Docks and Harbors has no authority past the breakwater to enforce speed issues.

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The Tiger V grant was submitted early this month and Docks and Harbors has received letters of support. Staff should know by late July if we are successful with this grant.

Alaska Glacier Seafood sent a thank you for the continued access.

Docks and Harbors hired Miller Construction to place boulders along the launch ramp at Echo Cove to deter ATV users. The boulders have been removed already. Parks and Rec is in the process of hiring a ranger to patrol some of their areas and Mr. Uchytel said he is looking into buying services to police the area at Echo Cove.

Mr. Uchytel said he received a complaint from the Mt Roberts Tram that vendors were standing in front of the Tram holding up signs and this was deterring customers from entering the Tram. He has been working to stop that activity.

XIII. Assembly Liaison Report

Mr. Jones thanked Mr. Williams and Mr. Kueffner for serving on the Board. John Hartle's last day is tomorrow and four candidates will be interviewed for his position. A decision will be made tomorrow.

XIV. Committee Administrative Matters

- a. Operations Committee Meeting – Next meeting is July 16th, 2013 at the Aurora Harbor at 5:00 p.m.
- b. CIP/Planning Committee Meeting – Next meeting is July 18th, 2013 in CBJ Room 224 at 5:00 p.m.
- c. Finance Committee Meeting – Next meeting is July 23rd, 2013 in CBJ Room 224 at 5:00 p.m.
- d. Board Meeting – Next meeting is July 25th, 2013 in the Assembly Chambers at 5:30 p.m.

XV. Adjournment

The regular Board Meeting adjourned at 6:47 p.m.

CBJ DOCKS & HARBORS BOARD
SPECIAL BOARD MEETING MINUTES
Tuesday, July 2nd, 2013

I. Call to Order.

Kevin Jardell called the meeting to order at 12:01 p.m. in CBJ Room 224.

II. Roll.

The following members were in attendance: Greg Busch, Tom Donek (via phone), Robert Janes, David Logan (via phone), Budd Simpson, and Kevin Jardell

Absent: John Bush, Michael Peterson, and Scott Spickler.

Also in attendance were: Carl Uchtyl - Port Director, and Dwight Tajon - Harbormaster.

III. Approval of Agenda.

MOTION by MR. BUSCH: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

IV. Public Participation – None

V. Items for Action.

1. Opportunities for greater commercial activity at Auke Bay Loading Facility (ABLF).

Mr. Uchtyl said he intended to get this on the Board's agenda on June 27th, but this didn't happen due to miscommunication. The reason for this action item is due to hearing about the lack of activity at the Auke Bay Loading Facility, he said he is looking for more opportunities to make this facility more viable commercially. The recommendation in the memo is what he came up with after talking with staff and commercial users. Currently the regulation and the ABLF FAQ's guidance are not consistent between the two documents. The Harbormaster has brought this up at the Operations Committee and was given approval to update the discrepancies in those documents. Looking at opportunities for this facility in the short term and without regulation changes, the proposed changes would be to encourage commercial launch ramp permit under the fee special regulation which allows the Board after public hearing to promote rates of a temporary nature in order to encourage use of facilities. To jump start this activity, Mr. Uchtyl recommends to allow commercial haulers to use the launch ramp without additional freight fees, however, priority is given to the freight hauling activities. Auke Bay staff does maintain a schedule of users. Another recommendation is to allow vessels to be pulled and do maintenance at the ABLF, but only things that can be done that is not defined as ship yard work. Mr. Uchtyl said he read the conditional use permit again issued for the ABLF and he does not see anything that would prohibit this recommended use. This would be a short term temporary recommendation through the remainder of 2013 to try to increase use of the ABLF.

Additionally, Mr. Uchtyl asked if Docks and Harbors was the right management for the ABLF for its full potential or should we be looking for another vendor to lease the facility?

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Committee Questions

Mr. Jardell asked if any recreational vessel can be hauled out at the ABLF?

Mr. Uchytel said if they have a Commercial Launch Ramp Permit, a recreational vessel can be launched or hauled out at the ABLF.

Mr. Jardell said with the congestion and lack of parking at Statter Harbor right now, could a recreational user go buy a commercial launch ramp permit and start using the ramp and park their trailer at the ABLF?

Mr. Uchytel said with a Commercial Launch Ramp permit you can put your boat in the water and take your boat out, but you can't park your trailer at the ABLF.

Mr. Janes why wouldn't you want a commercial launch ramp permit user to launch their boat at the ABLF and park their trailer for the day to encourage use and help with congestion at Statter Harbor?

Mr. Jardell said his concern was that there would be so many recreational users that the commercial users wouldn't have room to use it. Mr. Jardell recommended that you can't leave a trailer without a boat on it.

Mr. Simpson said a recreational user could still use the launch ramp as long as they had a commercial launch ramp permit and had another location to park their trailer. That would implement the piece of this use intended to reduce congestion at the Statter Harbor ramp.

Mr. Jardell asked if Mr. Tajon would be able to manage the facility with the guidelines discussed?

Mr. Uchytel said staff knows the 12 commercial launch ramp permit haulers.

Mr. Busch asked if it would be easier to manage if they had a commercial launch ramp permit and a business license.

Mr. Tajon said yes.

Mr. Janes asked if an area will be designated for the commercial users to pull up and park for service? Would power washing the bottom of boats be allowed? Would commercial user be allowed to use the facility for serving clients?

Public Comments - None

Committee Discussion

Mr. Jardell said he is very comfortable with the purpose of this recommendation to increase use.

Mr. Logan said he really likes the idea. He asked how the facilities use will be tracked for the remainder of the year?

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Mr. Tajon said there is a key card system that is given to each user and a report can be generated to tell staff what users have utilized the facility.

Mr. Logan asked how the different activities would be tracked?

Mr. Tajon said staff does inventory daily.

Mr. Logan said so a report can be generated in the fall on usage and what else can be done to encourage more use of the facility.

Mr. Busch said he is in favor of increasing the use at the ABLF and encourages other initiatives that staff would be able to come up with.

**MOTION By MR. BUSCH: TO APPROVE THE PORT DIRECTORS
RECOMMENDATION FOR EXPANDED USE OF THE AUKE BAY LOADING FACILITY
INCLUDING INVESTIGATION INTO POTENTIAL WASH DOWN BY COMMERCIAL
USERS AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

- VI. Items for Information/Discussion – None
- VII. Committee and Board Member Reports – None
- VIII. Staff Reports – None
- IX. Assembly Liaison Report – None
- X. Committee Administrative Matter - None
- XI. Adjournment.

The meeting was adjourned at 12:23 p.m.



June 3, 2013

PND 102050.06

Gary Gillette
Port Engineer
CBJ Docks & Harbors Department
155 South Seward Street
Juneau, Alaska 99801

Subject: Taku Dock Reconfiguration
Contract Administration and Inspection Services

Dear Mr. Gillette:

PND Engineers, Inc. (PND) and our electrical consultant, Haight & Associates, Inc. (HAI), are pleased to provide this fee proposal for engineering services during construction of the Taku Dock Reconfiguration project. We have prepared the enclosed fee breakdown for the tasks we anticipate for the project based on our past experience with projects of a similar nature and the contract completion schedule. This proposal has been prepared in advance of actual work schedule discussions with the CBJ's construction contractor, Trucano Construction.

Our proposal anticipates the Work will be completed within the contract completion schedule. We assume that the fabrication of structural materials including piles, structural steel and heavy timber will be completed within two months at fabrication plants in the Pacific Northwest. PND's Seattle office will provide periodic fabrication inspections averaging 8 hours/week for eight weeks. Our local office will cover on site civil and structural inspections, assuming one inspector working on average 40 hours/week covering one shift/day for 14 weeks total. We have included budget for special inspections on concrete and welding. We have not included budget for double shift coverage. Our goal is to address design, construction and quality assurance issues efficiently and promptly to avoid costly project delays for the CBJ.

We hope that we have perceived your needs appropriately and offer the attached scope and fee proposal breakdown for your consideration. Due to normal uncertainties associated with the Contractor's performance, we propose to contract on a time and expenses (T&E) basis in accordance with our May 2013 billing rates, attached. We will monitor expenditures with you on a monthly basis and will not exceed the estimated budget without your prior written authorization.

Feel free to call me at any time should you have any questions or need additional information regarding this proposal. We look forward to working with you towards the successful completion of this project.

Sincerely,
PND Engineers, Inc. | Juneau Office

A handwritten signature in blue ink, appearing to read 'Dick Somerville'.

Dick Somerville, P.E.
Vice President

Enclosures



PND Engineers, Inc.
Taku Dock Reconfiguration
Engineering Services Fee Proposal - June 3, 2013
Contract Administration and Inspection Services during Construction
PND Project No. 102050.06

Scope of Services

Scope of Services	PND Senior Engineer VII	PND Senior Engineer III	PND Senior Engineer I	PND Staff Engineer V	PND Staff Engineer IV	PND Staff Engineer III	CAD Designer V	PND Tech IV	Line Item Costs	Task Subtotal Costs
	\$180.00	\$130.00	\$110.00	\$105.00	\$100.00	\$95.00	\$95.00	\$90.00		
ANTICIPATED TASKS										
1. Contract administration - Contract and subcontract agreements, CA/CI file system, direct subconsultants & inspectors, prepare or review contract correspondence, pay applications, change orders, RFI's, DCVR's. Assume 16 weeks (Oct 15, 2013 to Feb 15, 2014)	24				48			16	\$10,560	\$94,920
2. Conduct Preconstruction Conference & Prepare Minutes	2				4				\$760	
3. Structural Submittal Reviews - piles, pile caps, stringers, decking, concrete reinforcement, weldments and connection hardware.	8				36			2	\$5,220	
4. Design assistance for scope changes, unanticipated site conditions, review proposed substitutions, coordination with utilities.	6				16		4	2	\$3,240	
5. Attend weekly progress meetings with CBJ & Contractor & prepare progress reports (14 each)	14				21			2	\$4,800	
6. Fabrication periodic inspections for piles, structural steel & timber: photos & reports - periodic basis 8 hrs/wk x 8 weeks	8		64					2	\$8,660	
7. On site construction inspections w/ daily reports & photos - assume 1 inspector on site 14 weeks at 40 hrs/wk through substantial completion, including special inspections for concrete and structural welding.					560			16	\$57,440	
8. Substantial Completion Inspection & Prepare Final Punch List	2				4				\$760	
9. Punch List Inspections through Final Completion & Contract Closeout Documentation	2				16				\$1,960	
10. Transfer contractor provided as-built data to electronic files	2				4		8		\$1,520	
Total Estimated Manhours	68		64		709		12	40		
Estimated Third Party Expenses										
Haight & Associates	Electrical Engineering Services								\$2,500	\$4,500
Travel Allowance	Vehicle & meal expenses for fabrication inspections								\$1,000	
Materials Testing	Independent Lab Testing Allowance - concrete testing.								\$500	
Misc. Expenses	Job consumables, fuel, freight, small tools, field supplies, etc.								\$500	
Total Estimated T&M Fee										\$99,420

Note: This budget assumes single construction shift.



PND ENGINEERS, INC
STANDARD RATE SCHEDULE
EFFECTIVE MAY 2013

<u>Professional:</u>	Senior Engineer VII	\$180.00
	Senior Engineer VI	\$165.00
	Senior Engineer V	\$150.00
	Senior Engineer IV	\$140.00
	Senior Engineer III	\$130.00
	Senior Engineer II	\$120.00
	Senior Engineer I	\$110.00
	Staff Engineer V	\$105.00
	Staff Engineer IV	\$100.00
	Staff Engineer III	\$95.00
	Staff Engineer II	\$90.00
	Staff Engineer I	\$85.00
	Senior Scientist	\$110.00
	Senior Environmental Scientist	\$105.00
	Environmental Scientist	\$90.00
	GIS Specialist	\$90.00
<u>Surveyors:</u>	Senior Land Surveyor	\$105.00
	Land Surveyor I	\$95.00
<u>Technicians:</u>		
	Technician VI	\$125.00
	Technician V	\$105.00
	Technician IV	\$90.00
	Technician III	\$80.00
	Technician II	\$70.00
	Technician I	\$45.00
	CAD Designer V	\$95.00
	CAD Designer IV	\$85.00
	CAD Designer III	\$70.00



THE STATE
of **ALASKA**

GOVERNOR SEAN PARNELL

**Department of Commerce, Community,
and Economic Development**

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

P.O. Box 110809
Juneau, Alaska 99811-0809
Main: 907.465.5647
Programs fax: 907.465.5867

June 28, 2013

Kimberly Kiefer, City Manager
City and Borough of Juneau
155 S. Seward Street
Juneau, AK 99801

JUL 02 2013

CBJ Manager's Office

RE: 2014 Designated Legislative Grant

Dear Ms. Kiefer:

I am pleased to notify the City and Borough of Juneau has been appropriated a FY 2014 Designated Legislative Grant per AS 37.05.315, Grants to Municipalities for the purpose of Phase III Don Statter Harbor New Haul Out Facility. The amount of state funding appropriated for this grant is \$500,000.00.

In order to receive grant funds, a grant agreement must be executed. Please provide the following information within 30 days:

- A scope of work for this project which includes a brief project description, proposed timeline and budget narrative. Enclosed is the Total Project Snapshot (TPS). The TPS is to be used as a reference for writing the brief project description. In the project description, describe the tasks and/or activities that will be accomplished with this grant funding.
- Completed Signatory Authority Form

Upon receipt of the requested information, I will prepare and send the grant agreement for signature.

The latest Designated Legislative Handbook is available online at:

<http://commerce.alaska.gov/dnn/dcra/GrantsSection/DLGrants.aspx> and should answer any questions you have regarding management and use of grant funds. Congratulations on this award. I look forward to working with you to ensure the success this project. If you have any additional questions, please contact me via phone at (907)465-5647 or email jeanine.mason@alaska.gov.

Sincerely,

Jean Mason

Jean Mason
Grants Administrator

Enclosures

Agency: Commerce, Community and Economic Development**Grants to Municipalities (AS 37.05.315)****Grant Recipient: Juneau****Federal Tax ID: 92-0038816****Project Title:****Project Type: Remodel, Reconstruction and Upgrades**

Juneau - Phase III Don Statter Harbor New Haul Out Facility

State Funding Requested: \$2,100,000**House District: Juneau Areawide (31-32)**

Future Funding May Be Requested

Brief Project Description:

Construction/Rebuild of new boat haul out facility at Don Statter Harbor

Funding Plan:

Total Project Cost:	\$2,100,000
Funding Already Secured:	(\$0)
FY2014 State Funding Request:	(\$2,100,000)
Project Deficit:	\$0

Funding Details:

no other funding is currently secured for this project

Detailed Project Description and Justification:

The Don Statter Harbor in Auke Bay, serving the 16,000 residents of the Mendenhall Valley, hundreds of visiting harbor patrons and all of Juneau, is one of SE Alaska's most desirable summer harbor facilities. This popularity often results in severe congestion when mariners compete for limited and inefficient services currently available to the boating public. CBJ Docks and Harbor have established a Statter Harbor Master Plan to alleviate many of the problem areas plaguing the existing facility. The vision, through a sequence of four construction phases, is to separate user groups into functional locations for efficacy of harbor operations.

Phase III of the Master Plan would include the Statter Harbor Boat Haul Out Rebuild and Repair. Docks & Harbors has prioritized a full-service boatyard as a necessity to meet the demands of the boating public and a boat haul-out is critical to that vision. By maintaining and improving a boatyard service, mariners are provided a safety net to ensure a repair facility is available to meet the northern boating needs in SE Alaska. This \$2.1M project would replace the existing haul-out (travel lift) owned by CBJ, which is leased to the commercial boatyard, for lifting vessels out of the water for maintenance and storage. A new float would be constructed, in the approximate position of the existing launch ramp, and the recently acquired self-propelled hydraulic boat lift would be employed when it's services are needed.

Project Timeline:

Fall, winter 2013

Entity Responsible for the Ongoing Operation and Maintenance of this Project:

CBJ

Grant Recipient Contact Information:

Name:	Kim Kiefer
Title:	City Manager
Address:	155 S. Seward Juneau, Alaska 99801
Phone Number:	586-5240
Email:	kim_kiefer@ci.juneau.ak.us

Has this project been through a public review process at the local level and is it a community priority? ☒ Yes ☐ No

CC

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2013-003831-0

Recording District 101 Juneau

06/03/2013 09:34 AM Page 1 of 8



#69003 – JNU – Glacier Hwy. Back Loop Road Safety Improvements

Parcel – E-3

City and Borough of Juneau
Driveway and Utility Easement

Filed for Record at the Request of and Return to:

STATE OF ALASKA, DOT&PF
RIGHT OF WAY SECTION
P.O. BOX 112506
JUNEAU, AK 99811-2506

State Business – No Charge

RETURN TO:

Carl Uchytel, P.E., Port Director
City and Borough of Juneau
155 So. Seward St.
Juneau, AK 99801

DRIVEWAY AND UTILITY EASEMENT – 11755 GLACIER HIGHWAY

PART I. PARTIES. In return for Eighty Six Thousand Six Hundred Dollars (\$86,600) and other valuable consideration, receipt of which is hereby acknowledged, City and Borough of Juneau, Alaska, a municipal corporation in the State of Alaska, whose address is 155 S. Seward Street, Juneau, Alaska 99801, hereinafter “CBJ” or “Grantor” hereby grants, bargains, sells and conveys to the State of Alaska, Alaska Department of Transportation and Public Facilities, whose address is P.O. Box 112506, Juneau, Alaska 99811, hereinafter “Grantee” or “State”, the easement described in this instrument, according to and conditioned upon the conditions contained herein.

PART II. ADMINISTRATION. All communications about this easement shall be directed as follows, any reliance on a communication with a person other than that listed below is at the party’s own risk.

CBJ:

Attn: Carl Uchytel, P.E., Port Director
City and Borough of Juneau
155 S. Seward Street
Juneau, Alaska 99801
Phone: 907-586-0205

Grantee:

Attn: Rob Murphy, Chief Right of Way Agent
Alaska DOT&PF, S.E. Region
P.O. Box 112506
Juneau, AK 99811
Phone: 907-465-4541

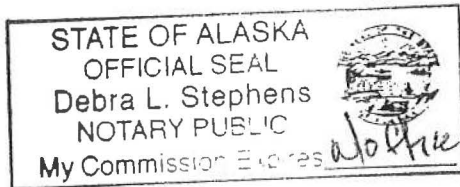
PART III. DESCRIPTION. This easement is identified as Driveway & Utility Easement – 11755 Glacier Highway. The following appendix is attached and is considered a part of this agreement as well as anything incorporated by reference or attached to that appendix.

Appendix A: Easement Description & Additional Easement Provisions



personally appeared Rob Murphy to me known to be the Chief Right of Way Agent for the State of Alaska, Department of Transportation and Public Facilities, which executed the above and foregoing instrument, who on oath stated that he was duly authorized to execute said instrument on behalf of the State; who acknowledged to me that he signed the same freely and voluntarily on behalf of the State for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.



Debra L. Stephens
Notary Public in and for the State of Alaska
My Commission Expires: w/office

Risk Review: Timothy Allen 5/23/13, Risk Management Officer
Content Approved by: [Signature] 5.23.13, Docks & Harbors
Form Approved by: [Signature] 5.23.13, Law Department

Driveway & Utility Easement – 11755 Glacier Highway

3



Page 4 of 8
2013-003831-0

APPENDIX A: EASEMENT DESCRIPTION & SPECIFIC EASEMENT PROVISIONS

I. DESCRIPTION OF THE EASEMENT

The property subject to this agreement, described below, shall generally be referred to as "the easement." The easement consists of approximately 2,272 square feet of Lot 4, U.S. Survey 2664, Juneau Recording District, First Judicial District, State of Alaska, more particularly identified on Exhibit A, attached.

The driveway shall be located within the easement of right-of-way lines of Alaska Project No. 69003, delineated as to said tract of land on the plat as Exhibit A of this instrument and designated as Parcel No E-3 containing 2,272 square feet, more or less, in addition to existing right-of-way.

II. AUTHORITY

This easement is entered into pursuant to the authority of the City and Borough of Juneau Code section 53.09.300, CBJ 85.02.060(a)(5), and Resolution No 2634(b).

III. TERM

This is a permanent easement, however, the easement shall be revoked if the property being served by the easement does not use the easement for a period of five years. The CBJ shall provide Grantee written notice of revocation 30 days prior.

IV. AUTHORIZED USE

The easement shall be used for the purpose of egress and ingress in service of the residence located on Lot 3B, U.S. Survey No. 2664.

V. ADDITIONAL PROVISIONS

(a) This easement is not exclusive. The City may grant other overlapping easements or uses.

(b) The purpose of the easement shall be for the construction, maintenance, and use of a driveway. Grantee shall be responsible for construction and maintenance of the improvements located within the easement. No other use is allowed, and no other improvements besides a driveway, are authorized without the express written approval of the Grantor.

(c) The City retains the right on behalf of the public for use on and across the easement.

(d) Grantee shall provide Grantor with an as-built survey of the driveway once constructed, in accordance with the City and Borough surveying standards.

(e) Electric, telephone, water, and sewer lines may be located in the easement corridor.



(f) The Grantee shall obtain all authorizations and permits necessary to construct the driveway.

(g) The easement shall be revoked if the property being served by the easement does not use the driveway for a period of five years.

(h) The Grantee shall obtain all authorizations and permits necessary to construct the driveway.

(i) Grantee agrees to defend, indemnify, and save the City and Borough, its officers, agents and employees, with respect to any action, claim or lawsuit arising out of the use, occupancy, construction, and/or maintenance of the easement, due to the Grantee's negligence. The conveyance shall contain the following provision:

Grantee agrees to defend, indemnify, and save CBJ, its officers, agents and employees, with respect to any action, claim or lawsuit arising out of the use, occupancy, construction, and/or maintenance of the easement due to the Grantee's negligence. This agreement to defend, indemnify, and hold harmless is without limitation as to the amount of fees, and without limitation as to any damages resulting from settlement, judgment, or verdict, and includes the award of any attorney's fees even if in excess of the fees authorized by Alaska Civil Rule 82. The obligations of Grantee arise immediately upon notice to the CBJ of any action, claim or lawsuit. The CBJ shall notify Grantee in a timely manner of the need for defense or indemnification, but such notice is not a condition precedent to Grantee's obligations and may be waived where the Grantee has actual notice. This agreement applies, and is in full force and effect, whenever and wherever any action, claim or lawsuit is initiated, filed or otherwise brought against the CBJ.

The Grantor and Grantee recognize the Grantee's intent to assign this easement to the property owners at Lot 3B (according to the subdivision of U.S. Survey No. 2664 and Alaska Tidelands Survey No. 16, according to Plat 2003-15, Juneau Recording District, First Judicial District, State of Alaska) for ingress and egress to said lot. The assigned easement's provision requiring the property owner to hold harmless and indemnify the City and Borough of Juneau will supersede the indemnification requirements of this easement upon the recording of the assigned easement.

(j) Assignment. Grantee may assign the easement to the owner of Lot 3B, U.S. Survey No. 2664, upon written approval by the Port Director and where the assigned easement contains a provision requiring the property owner to hold harmless and indemnify the City and Borough, to read as follows:

Indemnification. Grantee agrees to defend, indemnify, and save the City and Borough of Juneau (CBJ) and its officers, agents and employees, with respect to any action, claim or lawsuit arising out of the use, occupancy, construction,



and/or maintenance of the easement, and any constructed improvements located within the easement. This agreement to defend, indemnify, and hold harmless is without limitation as to the amount of fees, and without limitation as to any damages resulting from settlement, judgment, or verdict, and includes the award of any attorney's fees even if in excess of the fees authorized by Alaska Civil Rule 82. The obligations of Grantee arise immediately upon notice to the CBJ of any action, claim or lawsuit. The CBJ shall notify Grantee in a timely manner of the need for defense or indemnification, but such notice is not a condition precedent to Grantee's obligations and may be waived where the Grantee has actual notice. This agreement applies, and is in full force and effect, whenever and wherever any action, claim or lawsuit is initiated, filed or otherwise brought against the CBJ.

Notwithstanding the foregoing, the Grantee shall have no obligation to hold harmless and indemnify the State of Alaska and its officers, agents and employees (State) to the extent the State is determined to be liable for its own acts or omissions, except that to the maximum extent allowed by law, the Grantee shall hold the State harmless from and indemnify the State for liability, claims, or causes of action arising from an alleged defect in the design or construction of facilities located within the easement at the date of this grant, regardless of negligence or other fault, if such liability, claim, or cause of action arises out of an incident that occurs more than two years after the assignment of this easement to the Grantee.

(k) The City and Borough retains the right to develop the property to allow for the dedication of a right-of-way.

(l) The City and Borough reserves the right to use the easement for access, construction, maintenance, and utility purposes directly or indirectly relating to the Grantor's use of the remaining portion of Lot 4, U.S. Survey 2664.

(m) Other Terms and Conditions. The Port Director is authorized to include other easement terms and conditions he finds to be in the public interest.

(n) This easement runs with the land identified in section IV of this agreement. The easement is not transferable or severed from the parcel it serves.

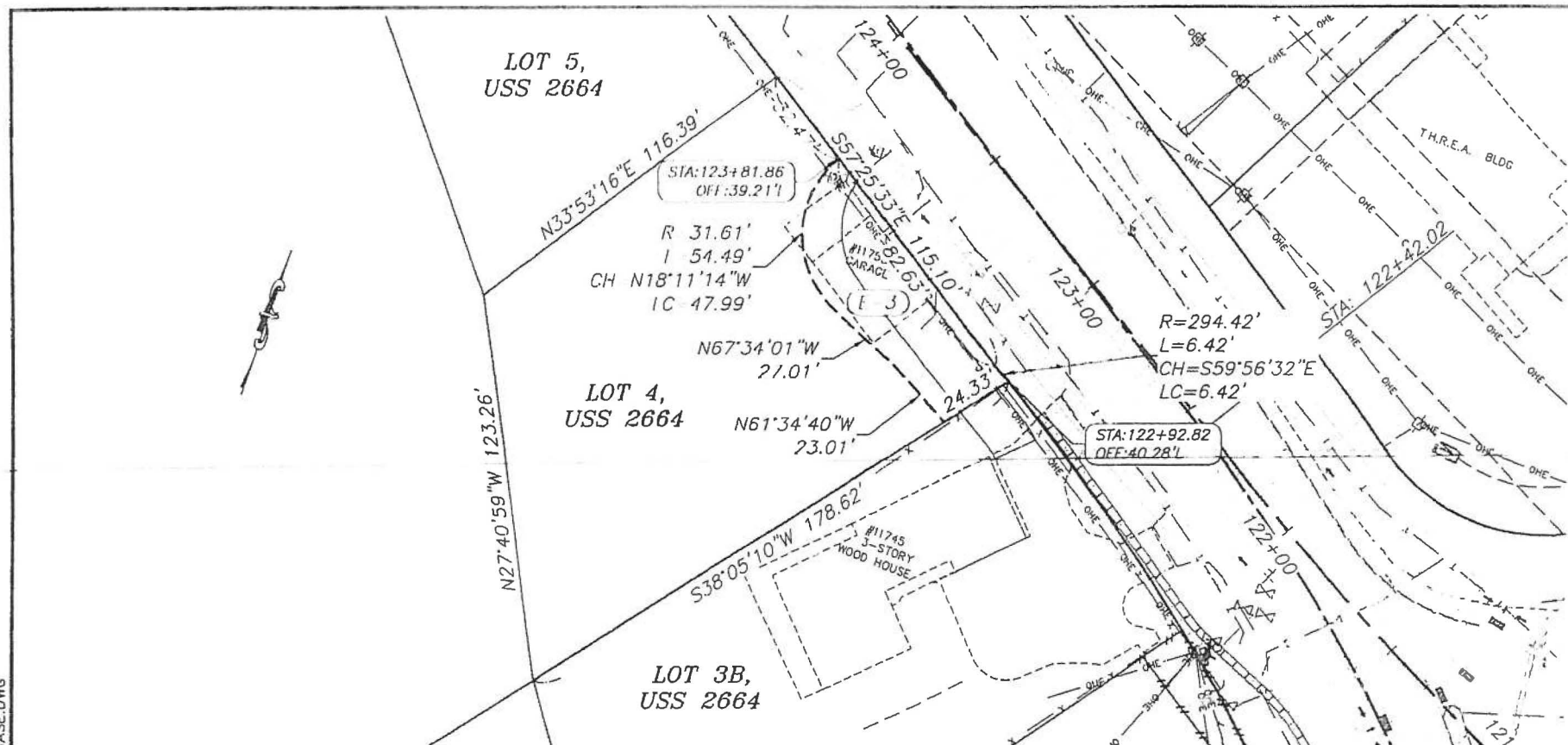
(o) The laws of the State of Alaska shall govern this agreement. The venue for any proceedings brought by either party to enforce the terms of this agreement shall be in the First Judicial District at Juneau, Alaska.

(p) Any modification, amendment, or waiver of any provisions of this agreement shall not be effective, unless it is mutually agreed to in writing and signed by both parties or their duly authorized agents.





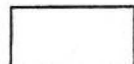
Exh. A.



Q:\JNU\69003\RW\ROW_BASE.DWG



PARCEL REQUIRED



EXISTING RIGHT OF WAY

STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES		RIGHT OF WAY REQUIRED FOR JNU - GLACIER HIGHWAY LOOP ROAD SAFETY IMPROVEMENTS	
OWNER'S INITIAL: _____		69003	
ATTACHED TO: _____		PARCEL NO. E-3 DATE: 12/19/2012	
PAGE ____ OF ____ DATE: _____		AREA	
DRAWN BY: RJG CHECKED BY: [Signature]		PARCEL: 2272 S.F. SCALE: 1"=40'	
		TOTAL LOT: 17133 S.F. SHEET 1 OF 1	



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

Department of Transportation and Public Facilities

SOUTHEAST REGION
DESIGN & ENGINEERING SERVICES
Right of Way Section

6860 Glacier Highway
PO Box 112506
Juneau, Alaska 99811-2506
Main: 907.465.4444
Toll free: 800.575-4540
Fax: 907.465.4414

July 1, 2013

Carl Uchytel, P.E., Port Director
City & Borough of Juneau
155 So. Seward Street
Juneau, Alaska 99801

Dear Mr. Uchytel,

Attached is a copy of the recorded Easement, known as Parcel E-3 on State Project #69003 – JNU – Glacier Hwy Back Loop Road Safety Improvements for your records.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kelly Harp".

Kelly Harp
Right of Way Agent

PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

Project	Status	Schedule	Contractor	Notes
Auke Bay Loading Facility - Phase I				
Auk Nu Cove Conservation Easement	In Progress		SEALTrust	Working with SEALTrust
Washdown Pad	In Progress	Summer 2013	Staff	RFQ due July 23
Water Filtering Equipment	In Progress	Summer 2013	Staff	Investigating used equip for sale in Juneau
Auke Bay Loading Facility - Phase II				
Reporting	On-Going	Quarterly	Staff	Last report to cover Jan Feb Mar 2016
Old Douglas Harbor Reconstruction				
Permitting	In Progress	Summer 2013	ACOE	Working with Corps Anchorage
Dredging and Cap Design	In Progress		ACOE	
Review of 2007 95% Drawings	In Progress		Staff	
Final Engineering and Design	Hold		PND	Awaiting Corps Permit
Bid	Hold			Awaiting Corps Permit
Construction	Hold	Fall 2014		Awaiting Corps Permit
Statter Harbor Launch Ramp				
Conveyance - DNR Property at Glacier Hwy	In Progress		R&M	Awaiting survey approval by DNR
Conveyance - DNR Tideland	In Progress		Staff	Awaiting Preliminary Decision
Mitigation Discussion with SealTrust	In Progress		Staff	Working with SEALTrust
Mitigation Deadline		Sept 17, 2013	Staff	
Final Engineering and Design	Hold		PND	Awaiting Fee Proposal
Bid	Hold			
Construction	Hold		TBD	
Statter Harbor Moorage Improvements				
Construction	Complete		PPM	Working on Close-Out of Contract
CT Staging Area Improvements - Phase I				
Construction	Complete		Trucano	Working on Close-Out of Contract
CT Staging Area Improvements - Phase II				
Bid	In Progress			Bids due Aug 13
Construction	Hold	Oct 2013	TBB	Complete Spring 2014
Taku Dock Modifications				
Construction	In Progress	November 1, 2013	Trucano	Complete April 2014
Port of Juneau Cruise Berths				
Final Engineering and Design	In Progress		PND	Awaiting 95% review documents

PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

1% for Art	Hold		Staff	Pending kick-off meeting
Bid	Hold			Awaiting final documents
RFP for CA/Inspection Services	Hold			Preparing RFP
Port-Customs-Visitors Buildings				
Phase I - Port-Customs Bldg	Complete		NPE	Awaiting two replacement light fixtures
As-Built Drawings	In Progress	Sept 1, 2013	JYL	
Cathodic Protection				
Final Engineering and Design	In Progress	Spring 2013	Tinnea	Awaiting 95% design drawings/cost estimate
Bid	Hold			Awaiting drawings
Construction	Hold	Fall 2013		Awaiting bid
Aurora Harbor Re-Build				
Final Engineering and Design	In Progress		PND	Public meeting July 24, 2013
65% Design Submittal			PND	
95% Design Submittal			PND	
Bid Ready Documents			PND	
Bid			PND	
Replace Sundial	Hold			Potential 1% for Art project
Bridge Area - SeaWalk Planning	Hold			Coordination with Engineering
Marine Park - SeaWalk Planning	Hold			Coordination with Engineering
Juneau Maritime Center	Design			Awaiting TIGER Grant decision
Shore Rep Booth for Cruise Docks	Planning			Awaiting Design and Cost Estimate
ADA Parking Spaces at Aurora Harbor	Complete			Awaiting approval from DOJ
Statter Harbor Passenger For Hire Float	Hold			Awaiting Funding
Juneau Fisheries Dock Replacement				
Construction	In Progress	Summer 2013	Trucano	Awaiting materials
Corrosion Inspection - 2013	In Progress		Norton	
North Douglas Boat Launch Planning	Complete		Moser	
ADA Survey of Statter Harbor	In Progress			Contact Northwind
Power Capstans at Cruise Dock				
Order Capstans	In Progress		Staff	Confirm quote
Design Pedestal and Electric	In Progress		PND	Awaiting account set up
Weather Monitoring System				
				Awaiting account set up

[illegible]



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: July 9, 2013
Re: Harris sewer pump update

Staff met with Richard Behrends of Behrends mechanical (term contractor) and looked over the Harris sewer pit for replacement of the lift station pumps.

After some questioning on the history of the lift station and the old restrooms, Mr. Behrends suggested to not install new pumps due to cost of pumping out the lift station twice a year at \$800.00 vs. 13k about every two to three years.

No further action will be taken at this time and the Harris pit will be treated as a septic tank. Staff will put this pit on a regular schedule for pumping to prevent overflow.