CBJ DOCKS & HARBORS BOARD
REGULAR BOARD MEETING MINUTES
For Thursday, June 30, 2011

I. Call to Order.

Mr. Preston called the Regular Board Meeting to order at 7:00 p.m. in the Assembly Chambers.

II. Roll Call.

The following members were present: Tom Donek, Kevin Jardell, Cheryl Jebe, Greg Busch, Eric Kueffner, Michael Williams, Wayne Wilson and Jim Preston. Absent: Don Etheridge

Also present were the following: Mr. Gillette- Port Engineer, Ms. Danner – City & Borough Assembly Liaison, and Budd Simpson and John Bush – new Board Members effective July 1, 2011.

III. Special Order of Business

1. Presentation by Board Member Kevin Jardell.

   Mr. Jardell presented Mr. Preston and Ms. Jebe with Gold Pans on behalf of the Board, and the Docks and Harbors staff, and thanked them for their many years of Harbor Board service.

2. Docks and Harbors Board Officer Selections.

   Mr. Preston opened the nomination process for Board Chair.

   MOTION By MR. DONEK: TO SELECT MR. JARDELL AS CHAIR AND MR. WILLIAMS AS VICE-CHAIR.

   The motion passed without objection.

   Mr. Preston requested the Port Secretary notify the Board members not present tonight of the appointment. He also instructed the new Board members to contact Mr. Jardell on committee preferences.

IV. Approval of Agenda.

Mr. Preston added an Action Item #4 – Letters to our Local Delegates.

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

The motion passed without objection.

V. Approval of Previous Meeting Minutes.

May 17, 2011 Port Director Recruitment Committee Meeting Minutes- No Objection
May 26, 2011 Regular Board Meeting Minutes – Ms. Jebe had two clerical corrections and the minutes were approved as amended.
June 2, 2011 Special Board Meeting Minutes – No Objection

VI. Public Participation on Non-Agenda Items (not to exceed 5 minutes per person, or twenty minutes total time).

Dennis Watson, Juneau, AK, wanted to thank Mr. Preston for all his years on the Harbor Board and commented on some other issues. He said he does not see the Charter Boats will have any concerns with loading passengers during the Auke Bay Harbor construction. The passenger loading facility can be moved to the other side. Mr. Watson said there is a problem at the new commercial loading ramp. He said there needs to be a sign that states it is out of order. Also, he still wants to see the actual costs for the maintenance at DeHart's, including the crane/haul out inspection.

VII. Items for Action

1. Noise Ordinance Letter to Planning Commission

Mr. Williams said CIP Committee wanted staff to draft a letter about the proposed noise ordinance to the Planning Commission stating their concerns on the crane use, ramp use, and certain commercial areas. There are a lot of different sides to the noise issues. This could have a big impact on Juneau's commercial area.

Mr. Gillette said there are three things that could have a major impact on Docks and Harbors facilities.

1. The Auke Bay Commercial Loading facility is already over the 53db that the planning commission is proposing. Under general operating sounds, the facility with traffic going by is at 55db.
2. Getting a clear clarification of what is covered under the Interstate Commerce. Mr. Gillette said he was told, loading and unloading passengers, is the same as, loading and unloading freight from a barge. He is still looking into that. It is also important to find out whether fishing commerce is included in this.
3. Construction - Docks and Harbors has some big projects coming, downtown cruise ship dock, Statter Harbor, and Douglas Harbor. These projects could have some impact on neighboring residential property. Given the short off season window we are able to work in, because of the summer season and in-water work restrictions for Fish & Game reasons, we may have to work late hours in the off season to get the projects finished.

Mr. Gillette said the Noise Ordinance is not finalized yet and the Committee wanted to make sure Docks and Harbors had some input in at this level.

VII. Items for Action (continued)

Board Questions
None
Public Comments
None
Board Comments/Deliberation
None

MOTION by MS. JEBE: TO APPROVE SUBMITTAL OF THE COMMENT LETTER TO THE PLANNING COMMISSION AND ASK UNANIMOUS CONSENT.

Motion passed without objection

2. Small Boat Harbor Transient Moorage Reservations

Mr. Donek said this was an idea that Mr. Benner and Mr. Stone came up with after attending the Seattle Boat show and the Trawler Fest in Anacortes. There was a lot of interest in being able to have a reservation in the Harbor so a visiting boater had a definite place to tie up their boat. The only reservations taken now are on the IVF or the breakwater, and those are for larger vessels. This proposal is to set up a system to be able to take reservations for the smaller boats. There are a lot of people wanting to have a reservation and it could double Docks and Harbors moorage fees.
If a boater comes to Juneau right now and stay somewhere in the Harbor system, they pay $.50 per foot per night. Under the advance reservation plan, a boater will pay $1.00 per foot per night.
Mr. Donek said this is a good way to advertise Juneau and get more people to come here with the comfort of having a reservation to park their boat.
The areas in consideration are the Norway Point float (the float would need some work), some of the side tie area in Aurora Harbor, and open hot berths in the Harbor system.

Board Questions
Mr. Bush asked if someone reserved and paid in advance, would they be given the better rate?
Mr. Donek said no, this is more of a convenience.
Mr. Simpson asked if the Norway Point float has power?
Mr. Donek said no.
Mr. Simpson asked if most of the transient moorage boaters are looking for power.
Mr. Donek said yes.
Mr. Simpson asked if Docks and Harbors has ever looked at the cost of getting power on that float?
Mr. Gillette said he was not aware of that.

Public Comments
None

VII. Items for Action (continued)

Board Comments/Deliberation

Mr. Jardell wanted to make it known that this is not displacing people at Statter Harbor, but using the space already available and unused. Docks and Harbors is looking forward to having this advance reservation system available for next year.

Mr. Donek said the majority of the people are looking at downtown and not Statter Harbor.

MOTION By MR. BUSCH: TO APPROVE THE SMALL BOAT HARBOR TRANSCIENT MOORAGE RESERVATION PLAN FORWARDED FROM THE FINANCE COMMITTEE AND DIRECT STAFF TO DEVELOP REGULATIONS AND RATE PLANS FOR PRESENTATION AND ACTION FOR FUTURE FINANCE MEETING AND ASK **U**NANIMOUS CONSENT.

Motion passed without objection

3. DeHart's Replacement Floats Fee Proposal.

Mr. Williams said the CIP Committee broke this up into two separate motions to send to the Assembly for approval. Motion A is to approve an estimate from PND to do the Geotech work.

Board Questions
None

Public Comments
None

Board Comments/Deliberation
None

MOTION A By MR. WILLIAMS: TO RECOMMEND THAT THE BOARD FORWARD TO THE ASSEMBLY FOR APPROVAL OF $325,045 TO PND ENGINEERING FOR GEOTECH INVESTIGATIONS AT STATTER HARBOR AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

Mr. Williams said Motion B is to move along on the design, development, permitting, final design and bid phase for Statter Harbor floats 1 & 2. This will be bringing DeHart's Marina over into the Statter Harbor Plan and moving along the process to start working at Statter Harbor.

VII. Items for Action (continued)

Ms. Jebe said in the prior motion it should read who is doing the work and who the money is going to be awarded to. She also wanted to know if this was an initial design and bid.

Mr. Gillette said this is for final design, bid documents and services during the bidding process for floats 1 & 2, which is DeHarts replacement. Docks and Harbors already has a contract in place with PND for the repairs to the existing Statter Harbor and this will be added on so it can be done all as one package.

Mr. Preston said this is like an addendum to the existing contract.

Ms. Jebe asked if the bid was already in place.

Mr. Gillette said it was already approved through the Board to go forward with the design and bid package element for the moorage repairs to Statter Harbor, now that Docks and Harbors has the money to move forward with the additional new floats, the entire project can be bid as one project. The RFP that went out for this project was in January 2008 and it identified three phases of work.
Phase I. Preliminary design, budget development, and Environmental Assessment.
Phase II. Work with CBJ on leases and conveyance of land that was needed for the project and start permitting those approvals
Phase III. Detailed design

Ms. Jebe asked if this should have gone out to bid again.

Mr. Gillette said it clearly states in the RFP that the awarded bidder would go through with all phases of the process, and it references the Statter Harbor master plan that was adopted in 2005 which does show the new moorage facility to replace DeHart's.

Ms. Jebe asked if the bid was awarded with a specific dollar amount?

Mr. Gillette said the RFP was awarded based on experience, and when the firm is selected, you then negotiate the fee. A fee has been negotiated for the first two phases, and now we are negotiating a fee for phase three.

MOTION B By MR. WILLIAMS: TO RECOMMEND THAT THE BOARD FORWARD TO THE ASSEMBLY FOR APPROVAL OF $285,900 TO PND ENGINEERING FOR DESIGN DEVELOPMENT, PERMITTING, FINAL DESIGN AND BID PHASE SERVICE FOR STATTER HARBOR FLOATS 1 & 2 AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

4. Letters to our Local Delegates.

Mr. Preston said with the awarding of the funds received for Docks and Harbor projects, he wanted to send thank you letters to our local delegates for their hard work and support. He read a draft letter to the Board for approval.

VII. Items for Action (continued)

Board Questions

Mr. Simpson suggested sending a letter to the Governor also.

Public Comment

Chip Thoma, Juneau, AK, thanked Mr. Preston and Ms. Jebe for there time on the Board. He said he was gratified with the Governors Veto's this week and sees all kinds of opportunity in the future for big projects to be funded. He suggested Docks and Harbors getting more involved and working with our delegates to get similar projects funded, with the exception of more cruise ship money.

Board Comments/Deliberations

Mr. Williams said it would be a good idea to include the Governor in the letters.

MOTION By MS. JEBE: TO SUBMIT LETTERS TO OUR LOCAL LEGISLATORS AND GOVERNOR THANKING THEM FOR ALL THEIR SUPPORT AND BRINGING HOME FUNDING FOR OUR PROJECTS AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

VIII. Items for Information/Discussion.
None

IX. Committee and Board Member Reports.

1. Operations Committee Meeting- June 21, 2011

Mr Busch reported the Committee discussed parking plans for Statter Harbor. This will still need some work.
Mr. Busch said Mr. Benner discussed the USCG Cutter lease. The current lease expired in 2000 and they have not been charged since then. Mr. Benner has contacted the USCG contracting officer to begin paying the standard Statter Harbor moorage rate.
Mr. Busch said Mr. Benner reported the Harbor passed their CG inspections, and the staff is now working on non-moving letters. He has been invited to attend and will be the guest speaker at the Alaska Association of Harbor masters meeting held in Sitka on August 12th. The Docks and Harbors public auction will be held on July 13th.
Mr. Busch said the regulations regarding live-a-boards will be discussed at a future meeting that is currently under review by the law department.
Mr. Busch said that Mr. Benner did say he would have the final DeHart's repair expense calculated and Mr. Busch wanted Mr. Watson to know that this would be available to him when it is finished.

IX. Committee and Board Member Reports (continued)

2. CIP/Planning Committee Meeting – June 23, 2011

Mr. Williams reported that the DeHart's float fee proposals motion A & B at the meeting were discussed here tonight. The committee talked about the noise ordinance issue and recommended to have a letter drafted and brought to the Board for approval. A representative from the Juneau Alliance gave a 1% for Art presentation, and Mr. Gillette gave an update on the Marine Park Seawalk planning.

3. Finance Committee Meeting – June 28, 2011

Mr. Jardell reported the transient moorage was discussed here tonight. The Committee drafted a transition letter to the patrons of DeHarts, but decided to wait on sending this to gather more information from all the user groups. The mailing will go out to all the current DeHart patrons. The Committee discussed the new flood maps and discussed the impacts this will have on Docks and Harbors facilities.

X. PRAC Representative Report
None

XI. Port Engineer's Report.

Mr. Gillette said his written report did not make it in the packet. He highlighted some important items in his report. The Auke Bay Loading facility did receive the conditional use permit amendment allowing Docks and Harbors to do fuel bunkering. Mr. Gillette answered Mr. Watson's question from earlier in the meeting that the reason the Auke Bay Loading Facility ramp is not being used is because it is under construction. At this time the primary user is using the Statter Harbor ramp. Construction is on time and scheduled to be completed in mid August. On the Douglas Harbor project, a full package of requested information will be ready from our consultants to meet with the Corp of Engineers again in mid September, and hopefully that will bring a conclusion to that process. The FONSI (finding of no significant impact) for Statter Harbor launch ramp is due mid July, then we go into the Corp of Engineers permitting process. The Cruise Ship Dock design is in full force. They are preparing documents for the permit application for the Corp of Engineers and conditional use permit application to Community Development and expect that to be ready in the next couple of weeks.

Mr. Preston asked on the status of the Douglas Breakwater?

Mr. Gillette said that is scheduled to begin installation on August 16th.

XII. Harbor Master's Report.
None

XIII. Port Director's Report.
None

XIV. Assembly Liaison Report

Ms. Danner reported the FEMA flood maps are high on her priority list. She spoke with Rod Swope on this issue. This was initially presented at a Community Development meeting in September 2010. This was discussed at the Planning Commission meeting on May 24th 2011. This still needs to be looked into. Ms. Danner thanked Mr. Preston and Ms. Jebe for serving on the Docks and Harbors Board. She congratulated Mr. Jardell and Mr. Williams for their willingness to serve as Chair and Vice-Chair, and welcomed the new Board members.

XV. Committee Administrative Matters.

1. Operations Committee Meeting – July 19, 2011
   5:00 p.m. at the Aurora Harbor Office

2. CIP/Planning Committee Meeting – July 21, 2011
   5:00 p.m. in the CBJ Assembly Chambers

3. Finance Committee Meeting – July 26, 2011
   5:00 p.m. at CBJ Room 224

4. Regular Board Meeting – July 28, 2011
   7.00 p.m. in the CBJ Assembly Chambers

XVI. Adjournment.

The Regular Board Meeting adjourned at 8:13 p.m.