

CBJ DOCKS & HARBORS BOARD
REGULAR BOARD MEETING MINUTES
For Thursday, March 31, 2011
(No Audio)

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: Mr. Donek, Mr. Jardell, Ms. Jebe, Mr. Etheridge, Mr. Busch, Mr. Williams, Mr. Kueffner and Mr. Preston. Mr. Wostmann was absent

Mr. Preston announced Mr. Wostmann's letter of resignation effective tonight.

Also present were the following: Mr. Stone – Port Director, Mr. Benner –Harbormaster, Mr. Gillette-Port Engineer, and Ms. Danner – City & Borough Assembly Member

III. Approval of Agenda.

Mr. Stone wanted to move the #6 action item on the amended agenda to the #1 spot to facilitate staff members that were present.

Mr. Preston wanted to move Items for Information/Discussion #1 DeHart's Marina Condition Report to before the #2 action item spot, and then continue with the action items.

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

The motion passed without objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the minutes of the February 24, 2011 Regular Board Meeting were approved as presented.

V. Public Participation on Non-Agenda Items.

Russell J. Peterson, Juneau, AK, passed out a handout and suggested revisions to the CBJ policy on operational status of vessels. Principles to look at:

1. CBJ has a legitimate interest in removing true derelict vessels from the Harbors.
2. The owners of all vessels have a legitimate interest in not having their boats unfairly branded as derelicts.
3. Many boats – those used only seasonally and that are mothballed the rest of the year; those undergoing lengthy repairs or reconstruction or which have a reasonable need to be covered with tarps – have a legitimate need not to have an “out of slip” demonstration of operational status imposed on them at an unreasonable time.
4. Whatever system is implemented should be done equally to all harbor patrons, subject only to reasonable variations depending on specific factual cases.

He said vessels being forced to move four times a year is unattainable for most people. The boat owners will be forced to buy insurance for the four travel periods required by the Harbor. Mr. Peterson suggested in his handout how the principles should be implemented.

Mr. Preston said to direct this subject to the next operations meeting on April 19th.

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VI. Items for Action

1. FY11 Expense and Revenue Reports

Mr. Kueffner said the adjustments were requested because the budget does not match. Personnel expense was higher than expected, due to a longer work year for seasonal employees. The goal is to get the budget back into balance for bonding requirements. The Finance committee recommends to adjust the budget and send this to the assembly.

Board Questions

None

Public Testimony

Dennis Watson, Juneau, AK, said the expense and revenue report should have all the Harbors separated and not lumped together. That would make it easier for a citizen to read. Docks and Harbors has the highest expense in CBJ, so it is important to break out all the Harbors individually.

Board Deliberations

Mr. Preston said Docks and Harbors has the money, but it can not be spent unless the budget is approved from the Assembly.

Mr. Kueffner said for the bonding requirements, the budget has to have a 20% surplus revenue to debt service ratio.

MOTION by MR.KUEFFNER: TO APPROVE ADJUSTMENTS TO THE FY11 DOCKS AND HARBORS BUDGETS AS RECOMMENDED BY THE FINANCE COMMITTEE AND TO FORWARD TO THE CITY MANAGER FOR PRESENTATION TO THE ASSEMBLY AND ASK UNANIMOUS CONSENT.

Motion passed without objection

VII. Items for Information/Discussion.

1. DeHart's Marina Condition Report.

Mr. Stone said over the past few months DeHart's Marina has had several facility inspections. Docks and Harbors is looking at mitigation measures to reduce liability and increase safety. There was a fairly good inspection done on the electrical system and the codes have changed since this was installed. A lot of what was done originally is not allowed today. It is recommended for a complete replacement. Mr. Stone said to get by for another summer, it is estimated to spend \$1,000 on the electrical, however, this system would not be around much longer.

The chain anchoring system on the last float is very old and very worn the float could break away and damage vessels. A system of cables could be used to hold the float in place for the summer. This would require under water work and it would alleviate liability for the extremely poor anchor system. Pipes are getting holes in them and filling with water, and the floats are sinking. Using Styrofoam under the fuel float is estimated to cost \$5,000.00.

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VII. Items for Information/Discussion(continued).

The gangway boards are rotted out and the cross members are rusted out. Timbers can fall through. The decking needs to be replaced and tie in with the side timbers. This repair is estimated to cost \$3,000.00. The uneven surfaces on the floats could be covered with another layer of carpeting with a cost estimated at \$10,000.00. The finger floats that are very low in the water that could throw people out of balance would need to be taken out of service.

Mr. Stone said \$34,000.00 is estimated to do all the improvements. The estimates can change and this needs to be looked at as an ongoing project.

The travel lift dock is toward the end of its life. A licensed structural engineer needs to look at this and give Docks and Harbors a load rating and recommend temporary improvements to increase safety.

Mr. Stone recommended to the Board that DeHart's could last through this summer and possibly another summer with the improvements, but the boats that stay at DeHart's in the winter, would have to move to Statter, and then move back to DeHart's for the final summer.

Board Questions

Mr. Kueffner wanted Mr. Stone to describe the float structure.

Mr. Stone said the structure is foam flotation and pipes. The foam is waterlogged and the pipes are corroded. The pipes were used from the Alyeska pipe line. Where the pipes were welded together is where the pipes are corroding. There has been bladders put under the main floats and filled with air to help lift the floats out of the water again.

Mr. Williams said he has concerns with giving the floats more floatation it could cause more stress from beneath and he is curious if it can handle that.

Mr. Stone said the intent for lifting the floats is to limit the liability and extend the life of the Marina.

Public Testimony

None

Board Deliberations

Mr. Preston said to set up a special meeting on DeHart's next week and have this as an action item to be able to get the repairs started.

VI. Items for Action(continued)

2. Statter Harbor Float Addition Layout.

Mr. Williams said the CIP Committee looked at the layout and chose design #1, with the consideration of other patrons and looking toward the future.

Mr. Stone said each plan provided enough moorage to provide space for DeHart's patrons. There is a mixture of sizes. Longer stalls would be more beneficial over time. Accommodations would need to be made for smaller boats.

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VI. Items for Action(continued)

Board Questions

Mr. Kueffner wanted to know if it was possible for two boats to fit in a 42' boat spot.

Mr. Stone said two boats would fit, but it would be difficult getting in and out.

Mr. Preston said DeHart's patrons would be grandfathered in as long as they owned their boat.

Public Testimony

Andrew Maples, Juneau, AK, said the money set aside for the parking lot should be used on the deteriorating DeHart's. The parking lot is not a high priority.

Mr. Williams said the alternative plan is to move the vessels to one of the other Harbors, not have a parking lot and redo DeHart's.

Mr. Maples said moving to another Harbor would not make sense.

Bruce White, Juneau, AK, said he thought about slip sizes. Docks and Harbors is making good strides looking into fuel float, good shore power and water, getting congestion down, and he wants a secure access to these floats. DeHart's is not used as a transient moorage, they are permanent stalls. Why not have a locked gate in the evening. Fire or emergency personnel would just have to cut the lock to get in.

Mr. Williams asked if Mr. White knows of anywhere in Juneau that has a gated community or gated dock.

Dennis Watson, Juneau, AK, said the Allen Marine boats that transport the Green's Creek personnel are coming in too fast and will cause damage to anything new that is installed. They need to slow down. He said he disagrees with not locking the gate. It is an opportunity for vandals to go down and damage boats and equipment because DeHart's is not lighted.

He said the Statter harbor float plan is a good plan and he hopes funding comes through.

Chris White, Juneau, AK, said he has concerns about where the launch ramp is and how narrow it is. Boats are coming from two different directions. He suggests moving the fuel dock to Statter Harbor.

Mr. Williams said Douglas Harbor launch ramp has narrower spaces then proposed in this plan and there is not a problem.

Board Deliberations

Mr. Kueffner said addressing the grandfather in status has not been totally figured out yet. Who it would apply to, and how long it would be for.

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VI. Items for Action(continued)

MOTION by MR. WILLILAMS: TO APPROVE THE STATTER HARBOR FLOAT ADDITION LAYOUT AS PRESENTED BY THE CIP/PLANNING COMMITTEE AND ASK UNANIMOUS CONSENT.

Motion passed without objection

3. Cruise Dock Improvements-Selection of Final Design.

Mr. Williams said overall this plan will give and take a little of foresight. Docks and Harbors only wants to do this once. There is a lot of thought in process.

Mr. Stone said Docks and Harbors would put this out to bid. In order to move forward, the Board needs to approve a final design concept and approve a contract with PND so they can complete the design and compile the bid documents. Both of these items will go to the Assembly for final approval after the Board action. This project will have two contracts. No local firms are capable of doing the concrete berths and berth installation construction. The berths are larger and able to take bigger ships. This design will have a drive down access for emergencies. Cost increase was due to the following: adding the uplands staging area reconfiguration into this work; including hook-ups for sanitary sewer; installing enabling infrastructure for shore power in the event it can be provided in the future; increasing the size of the floating berths and provided drive-down capability at the Steamship berth; adding dolphins, tie up structures, and catwalks to increase safety and flexibility for mooring a variety of vessel sizes and types; and using concrete floating berths instead of steel.

Mr. Stone said it was recommended to move the Fisherman's Memorial to the floating berth, but the Fisherman's Memorial members do not like this. There is still an open access for the blessing. He said he met with them yesterday and there is a way to still meet the needs, it just has not been decided yet. Mr. Stone recommends to not have this hold up moving forward on this project.

Board Questions

Mr. Kueffner said once the Storis is in along the dock, you can never get it out again. What if it needs maintenance?

Mr. Stone said maintenance could be done at that location.

Mr. Williams wanted to know the other alternatives for Fisherman's Memorial locations.

Mr. Stone said Bridge Park, Yacht Club area, and Douglas FAA weather station. He said one of the important elements of the ceremony was having the pot luck afterward and the current site is near a restaurant. Some sites have better long term easements.

Mr. Etheridge said he likes the improvements to the ramp and heavier floats. Laying conduit for the electrical and not having to dig it up again is a good idea.

Mr. Busch said the Storis being built inside the dock area and not being able to get out should be reconsidered. Maybe build in ground.

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VI. Items for Action(continued)

Maybe have the Storis Committee come to the next Board meeting.

Mr. Kueffner said if the Memorial Committee's final decision does not affect the final design of the cruise ship dock improvements so the two should be separated.

Mr. Preston said the Assembly has made it clear that the two are to be kept together.

Mr. Williams said he thinks the Fisherman's Memorial Committee will be receptive to moving.

Mr. Preston said the meeting with the Committee yesterday was very cordial.

Public Comments

None

Board Deliberations

None

MOTION By MR.WILLIAMS: TO RECOMMEND THE ASSEMBLY APPROVE THE FINAL DESIGN FOR CRUISE SHIP DOCK IMPROVEMENTS AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

4. Contract Amendment with PND Engineers, Inc., for the Final Design of the Cruise Ship Dock Improvement.

Mr. Williams said this was looked at by the CIP Committee.

Mr. Gillette said this is a contract amendment that needs to be approved to move forward with the design proposed.

Board Questions

Ms. Danner asked Mr. Gillette if this cost covered the preliminary design. For this cost, is this in the realm of percentages seen in this size of a project?

Mr. Gillette indicated that the preliminary design was contained in the previous work and not part of this contract. He indicated the fee proposed is consistent with this size of a project.

Mr. Etheridge asked if this contract could be amended without going out to bid again.

Mr. Gillette said yes it could. He indicated an RFP would be issued for inspection services during construction.

Public Testimony

None

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VI. Items for Action(continued)

Board Deliberations

None

MOTION By MR. WILLIAMS: TO RECOMMEND THE ASSEMBLY APPROVE A CONTRACT AMENDMENT WITH PND ENGINEERS INC., TO PREPARE FINAL DESIGN AND BID DOCUMENTS FOR THE CRUISE SHIP DOCK IMPROVEMENTS IN THE LUMP SUM AMOUNT OF \$2,747,500 FOR DESIGN SERVICES AND TIME AND MATERIALS NOT TO EXCEED \$100,000 FOR PERMITTING SERVICES AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

5. Utilidor Design Fee Proposal – PND Engineers

Mr. Williams said this was looked at by the CIP Committee.

Mr. Gillette said the utilidor will be crossing South Franklin Street to a location near the new dock improvements. The utilidor will consist of approximately ten each six inch ducts encased in concrete to service future shore power to the new cruise ship docks.

Mr. Williams said it is more critical with making sure we do not tear up what was just put down.

Board Questions

None

Public Testimony

None

Board Deliberation

None

MOTION by WILLIAMS: TO APPROVE A CONTRACT AMENDMENT WITH PND ENGINEERS, INC. TO DESIGN THE ELECTRICAL UTILIDOR TO THE NEW CRUISE SHIP BERTHS IN THE AMOUNT OF \$87,390 AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

6. Account Close Out – Amalga Harbor Launch Ramp Upgrade

Mr. Williams said this is a former grant that has been open for a long time and Fish and Game wants to close.

Mr. Gillette said this project is officially complete and the CIP account may now be closed. The total overall CBJ administrative/management costs from 2003 to date are more than the CBJ portion of the account balance resulting in a funding shortfall of approximately \$28,000.00. A funding transfer ordinance is required in order to close the CIP account. This will go to the Assembly upon approval.

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VI. Items for Action(continued)

Mr. Williams said that Docks and Harbors got a lot of funding for this project, so \$28,000 is a small amount.

Board Questions

None

Public Testimony

None

Board Deliberations

None

MOTION by MR. WILLIAMS: TO RECOMMEND THE ASSEMBLY APPROVE AN APPROPRIATING ORDINANCE TO TRANSFER APPROXIMATELY \$28,000 FROM THE HARBORS FUND BALANCE TO CIP #H354-79 AND A DE-APPROPRIATION RESOLUTION TO CLOSE OUT THE AMALGA HARBOR LAUNCH RAMP UPGRADE PROJECT AND ASK UNANIMOUS CONSENT.

Motion passed without objections.

7. Direct Market Sales Facility Report.

Mr. Gillette said he received comments from the granting agencies and they accepted the report as written. Harris Harbor is a prime spot to look at in the future for a fish market sales facility.

Board Questions

Ms. Danner wanted to know who awarded the Grant for the report.

Mr. Gillette said it was the Alaska Fisheries Development Foundation, that is a fisheries promotional organization. Grant funds come from the State. He said this is a great idea and meeting the needs of the industry. There was a survey done and the people are interested. This could help promote more Alaska fisheries.

Mr. Williams said there were 75 permits issued to Juneau residents out of the 107 applicants from southeast.

Public Testimony

None

Board Deliberations

None

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VI. Items for Action(continued)

MOTION by MR. WILLIAMS: TO APPROVE THE DIRECT MARKET SALES FACILITY REPORT FOR SUBMISSION TO THE ALASKA FISHERIES DEVELOPMENT FOUNDATION AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

VIII. Committee and Board Member Reports.

1. Operations Committee Meeting- March 22, 2011

Ms Jebe reported Statter Harbor parking lot management that was on the agenda was tabled. Mr. Benner talked about the possibility of toilet servicing by staff, and the Committee requested more information. He talked about the patrons using the Harbors commercially by renting out their boats. A regulation or ordinance needs to be amended. Mr. Benner talked about the non-moving vessels. The Committee will talk more about this at their April meeting. Mr. Benner also gave an extensive report of DeHart's conditions.

2. CIP/Planning Committee Meeting – March 24, 2011

Mr. Williams said everything discussed at the meeting was talked about here.

3. Finance Committee Meeting – March 29, 2011

Mr. Kueffner said the adjustment of the FY11 budget was talked about here tonight.

IX. PRAC Representative Report

None

X. Port Engineer's Report.

Mr. Gillette's report was included in the packet.

XI. Harbor Master's Report.

Mr. Benner reported DeHart's fuel float broke away. It cost \$8,000.00 for divers and moving chains to stabilize again. There is a lot of debris in the Harbors. There were 6 floating logs out there today. Thawing and recent rains have made the floats very slippery. There were complaints about dog feces on the docks. The Harbor personnel are trying to keep up with catching unleashed dogs. There has been one warning ticket and 1 ticket issued so far for unleashed dogs.

Pete Frank's retirement is April 20th at noon at the Aurora Harbor Office.

Mr. Kueffner asked Mr. Benner if DeHart's was the worse shape of any Harbor he has been in charge of. Mr. Benner said it is the worse still in use Harbor he has been in charge of.

Mr. Williams said when DeHart's was purchased the appraiser gave it a negative value.

Mr. Preston said it was given five years of useful life at the time of purchase and it has been over five years.

Mr. Benner said the non-maintenance happened a long time ago, DeHart's has not just fallen apart in the last five years.

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XII. Port Director's Report.

Mr. Stone reported the revenue report is put together like it is to align with the fee provisions. He said the Statter Harbor parking fees enforcement costs are much less than the revenues.

XIII. Assembly Liaison Report

Ms. Danner said she had nothing to report.

XIV. Committee Administrative Matters.

1. **Operations Committee Meeting – April 19, 2011**
5:00 p.m. at the Aurora Harbor Office
2. **CIP/Planning Committee Meeting – April 21, 2011**
5:00 p.m. in the CBJ Assembly Chambers
3. **Finance Committee Meeting – April 26, 2011**
5:00 p.m. in CBJ Room 224
4. **Regular Board Meeting –April 28, 2011**
7.00 p.m. in the CBJ Assembly Chambers

XV. Executive Session (started at 9:10 p.m.)

1. Personnel Issues

The Board returned to regular session.

MOTION TO ACCEPT THE RESIGNATION OF MR. STONE AND TO APPOINT A PORT DIRECTOR RECRUITMENT COMMITTEE CONSISTING OF MR. BENNER, MR. WILLIAMS, MR. DONEK, MR. JARDELL, AND MR. PRESTON.

Motion passed without objection.

XVI. Adjournment.

The Regular Board Meeting adjourned at 9:40 pm.