CBJ DOCKS & HARBORS BOARD

**<u>REGULAR BOARD MEETING MINUTES</u>**

**For Thursday, June 24, 2010**

## I. Call to Order.

Mr. Preston called the Regular Board Meeting to order at 6:58 p.m. in the CBJ Assembly Chambers.

## II. Roll Call.

The following members were present: Mr. Donek, Ms. Jebe, Mr. Kueffner, Mr. Williams and Mr. Preston.

The following members were absent: Mr. Jardell, Mr. Etheridge and Mr. Wostmann.

Also present were the following: Mr. Stone – Port Director, Mr. McLeod – Administrative Officer, Mr. Benner –Harbormaster and Mr. Gillette- Port Engineer.

## III. Approval of Agenda.

**MOTION by Mr. Williams: TO ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS PRESENTED.**

**The motion passed without objection.**

## IV. Approval of Previous Meeting Minutes.

Ms. Jebe noted some grammatical changes to the May 27, 2010 for the Committee Secretary.

**Hearing no objection, the minutes of the May 27, 2010 Regular Board Meeting were approved as amended.**

## V. Public Participation on Non-Agenda Items.

There was no public participation on Non-Agenda Items.

## VI. Items for Action.

1. Public Hearing for Changes to the Waterfront Sales Permit Regulations

Mr. Kueffner went over the history of this item. He stated one of the concerns that has been addressed is the permits may be horded and also that a Vendor may have more than one permit and not utilize them. He stated that it appears over the years those concerns have not been addressed. The recommended action is not to remove the requirement to actively sell, but to remove the requirement to provide proof of selling to the Port office. He went over the reasoning behind the active selling portion of the regulation with the Board Members.

**VI. Items for Action(continued).**

**Public Comment**

Jeff Fanning-Liquid Alaska Tours, 634 6th Street, Juneau AK 99801

Mr. Fanning questioned how the actively sell requirement will be controlled if vendors are no longer required to provide the proof.

Mr. Kueffner said he understood we would just rely on compliance and Vendors would be still be required to man their Vendor Booths while Cruise ships are in port. We could still ask for proof from a Vendor if we suspect they are not using their permit to sell tours.

**MOTION by Mr. Kueffner: TO ADOPT AN AMENDMENT TO THE WATERFRONT SALES PERMIT REGULATIONS AND FORWARD TO THE CITY ATTORNEY AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

2. Port Customs and Visitors Center Bid Award.

Mr. Gillette said on June 22, 2010 we had a bid opening for the Port Customs and Visitors Center project. The low bidder was North Pacific Erectors, Inc. for the amount of $8,039,689.00. This bid is 3% over our engineers estimate for this project but still within our total project funds. He included a bid award memo in the packet and recommended award of this project to North Pacific Erectors, Inc.

Mr. Donek said there was quite a spread in the bids and asked if Mr. Gillette looked into the difference in bid amounts.

Mr. Gillette said he spoke with North Pacific Erectors, Inc. and they were very comfortable with their bid amount.

**MOTION by Mr. Kueffner: TO RECOMMEND THE ASSEMBLY AWARD THE BID TO NORTH PACIFIC ERECTORS, INC. IN THE AMOUNT OF $8,039,689.00 AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

3. Cold Storage Feasibility Study.

**Mr. Preston called for a brief recess at 7:15p.m. to deal with a disruptive member of the public, Ms. Janice Cook-Carter.**

**At 7:18p.m. the Harbor Board re-convened.**

## VI. Items for Action(continued).

Mr. Kueffner said the FDC brought a proposal to the Board about a month ago regarding an update to the Cold Storage Feasibility study. We asked for the FDC to come back with a new proposal demonstrating support and possibly a financial commitment from local fishermen and processors. The FDC has come to the Board with a new proposal demonstrating more support from local organizations and they are now asking for $14,000 to update the Feasibility Study. The Docks and Harbors Finance Committee has asked to put one limitation on the proposal that in order to expend the $14,000, the FDC would not utilize Docks and Harbors staff time.

**Public Comment**

Chris Knight, 63 W. 10th Street, Juneau AK 99801

Mr. Knight is a direct marketer and fisherman and he was asked to speak on behalf of the FDC. He said fish taxes should be up significantly this year and $14,000 is a small amount to contribute towards the study. The cold storage could play an important part in diversifying Juneau’s economic base and he asked the Board to forward an approval for funding to the full Assembly.

He included a handout with some basic information relating to the fisheries business tax generated in and for the community of Juneau.

Mr. Williams asked how the Feasibility Study would benefit individual fishermen as well as the fisheries groups.

Mr. Knight said there is a huge needs list within the commercial fishing industry and the Cold Storage Facility would satisfy one of the many needs. The facility would also provide more opportunities to do additional marketing of their products which could increase the product value.

There was further discussion between Mr. Knight and Board Members.

Although most Board Members were in favor of funding the Feasibility Study, they were in disagreement about whether the funding should come from Docks and Harbors, from the Assembly directly or jointly between Docks and Harbors and the Assembly.

**MOTION by Mr. Donek: TO TABLE ITEM #3, COLD STORAGE FEASIBILITY STUDY UNTIL THE NEXT REGULAR BOARD MEETING ON JULY 29, 2010.**

**The motion passed without objection.**

**VI. Items for Action(continued).**

4. Douglas Harbor GO Bond Request.

Mr. Preston said the EPA and the Corps of Engineers may not approve of the plan we have for disposal of the dredge spoils from Douglas Harbor. If that is the case, we do not have enough money to dispose of the spoils in a manner that would be acceptable to them. Assembly Member Doll has suggested the Assembly consider placing a GO (General Obligation) bond question on the fall ballot to provide additional money for disposing of the dredge materials.

Ms. Jebe objected to the GO bond because she did not think that Juneau property owners should have to pay for this project

Mr. Williams said he would like to move forward with the GO bond and let the public decide.

Mr. Donek said the Douglas Harbor is a community asset and he did not feel it was too much to ask Juneau residents to help support the harbors.

**MOTION by Mr. Kueffner: TO RECOMMEND THAT HE ASSEMBLY CONSIDER A GO BOND QUESTION ON THE FALL 2010 BALLOT TO PROVIDE ADDITIONAL FUNDS FOR DREDGING DOUGLAS HARBOR TO MEET REQUIREMENTS OF FEDERAL PERMIT AGENCIES.**

**The motion passed without objection.**

Mr. Stone outlined another process to do more soil testing through the Core of Engineers in hopes of getting the permits needed to complete the dredging in Douglas Harbor. The estimated the cost for various testing, sampling, cores and labor at $64,000.

**MOTION by Mr. Jardell: TO AUTHORIZE THE PORT DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE CORPS FOR ADDITIONAL TESTING AT DOUGLAS HARBOR IN AN AMOUNT UP TO $64,000 AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

5. Downtown Cruise ship Dock Improvements

Mr. Stone provided a proposal from PND for preliminary engineering services on the Downtown Cruise Ship docks project. The request asks the Assembly for approval to begin the design of Cruise ship Dock improvements so we can get started on this project and hopefully get new docks built before the 2013 season. The reason we are moving forward with this project at this time is we are receiving $6 million from the State of Alaska on July 1, 2010 and there were changes to the State Cruise ship passenger fee statute that gives Juneau $5 per passenger starting in FY12. We are in a better financial position to start this. The project cost estimate is $40 million and as of July 1, we will have about $19.2 million.

There was further discussion of design elements.

**VI. Items for Action(continued).**

**MOTION by Mr. Donek: TO RECOMMEND THE ASSEMBLY APPROVE A CONTRACT WITH PND FOR PRELIMINARY DESIGN OF CRUISE SHIP DOCK IMPROVEMENTS IN AN AMOUNT NOT TO EXCEED $250,000 AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

6. Downtown Parking Plan MOA

Mr. Stone said the City is looking at doing a new parking management plan downtown and as part of that they are considering putting in parking meters similar to what we have at Statter Harbor. We have some areas that are used for year round public parking such as the Columbia Lot and the Steamship Wharf parking area. They did not want the Harbor Department doing anything that would undermine their paid parking management plan. They have suggested some ordinance changes which are included in the Memorandum of Agreement between CBJ and Docks and Harbors.

**MOTION by Ms Jebe: TO APPROVE THE MEMORANDUM AGREEMENT WITH THE CITY MANAGER FOR COORDINATION OF PARKING MANAGEMENT AT THE DOWNTOWN DOCKS AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

7. Statter Harbor Launch Ramp EA Contract Amendment.

Mr. Stone said at a joint meeting held on June 24$^{th}$ between consultants, staff, CBJ and ADF&G, it was recommended that several additional tasks be performed to address important environmental issues and impacts derived from public and Agency comments. These additional tasks are outlined in the PND fee proposal dated June 24, 2010 and the estimated additional cost is $365,000.

There was further discussion about the permit process and excessive requirements.

**MOTION by Mr. Donek: TO REQUEST THE ASSEMBLY APROVE A TIME AND MATERIALS CONTRACT AMENDMENT WITH PND, INC. IN AN AMOUNT NOT TO EXCEED $365,000 FOR PRELIMINARY ENGINEERING AND ADDITIONAL WORK ON THE ENVIRONMENTAL ASSESSMENT TO MEET REQUIREMENTS OF FEDERAL PERMIT AGENCIES AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

**VII. Items for Information/Action.**

There were none.

**VIII. PRAC Representative Report.**

There was none.

**IX. Committee and Board Member Reports.**

1. Operations Committee Meeting- CANCELLED

2. CIP/Planning Committee Meeting – CANCELLED

3. Finance Committee Meeting – June 22, 2010.

Mr. Kueffner said most items discussed at the meeting where on the Board Agenda. The additional item not in the agenda was Statter Harbor Parking Lot ROW Easement.

**X. Assembly Liaison Report**

There was none.

**XI. Administrative Officer's Report.**

There was none.

**XII. Port Engineer's Report.**

Mr. Gillette's Report was included in the packet. He said we have finally received the Tiger Grant and we will be taking that to the Assembly Monday night.

**XIII. Harbor Master's Report.**

Mr. Benner said the new North Douglas Launch Ramp Float is in and will be installed on June 30th and the ramp will be closed all day. We have put out public notice.
The Harbor offices will be open over the July 4th holiday. The Statter harbor office will be open July 4th and the Aurora Harbor office will be open on July 5th.

**XIV. Port Director's Report.**

Mr. Stone said Monday nights Assembly Meeting has several Docks and Harbors items on the agenda and he encouraged Board Members and the public to attend.

**XV. Committee Administrative Matters.**

A. Meeting Calendar for July 2010.

**Operations Committee Meeting – July 21, 2010**
5:00 p.m. at the Aurora Harbor Office

**CIP/Planning Committee Meeting – July 21, 2010**
5:00 p.m. in the CBJ Assembly Chambers

**Finance Committee Meeting – July 27, 2010**
5:00 p.m. at the CBJ Meeting Room #224

**Regular Board Meeting – July 29, 2010**
7.00 p.m. at the CBJ Assembly Chambers

**XVI. Adjournment.**

**MOTION by Mr. Williams: TO ASK UNANIMOUS CONSENT TO ADJOURN THE REGULAR BOARD MEETING.**

**The motion passed without objection.**

The Regular Board Meeting adjourned at 9:04 p.m.