

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
For Wednesday, September 18th, 2019

I. Call to Order

Mr. Etheridge called the meeting to order at 5:00pm in the CBJ Assembly Chambers.

II. Roll Call

The following members were present: James Becker, Don Etheridge, Bob Wostmann (by phone), Steven Guignon, David McCasland, Budd Simpson and Annette Smith.

Absent: Christopher Dimond and Mark Ridgway.

Also present: Carl Uchtyl – Port Director, David Borg – Harbormaster, Erich Schaal, Port Engineer and Mary Becker – Assembly Member,

III. Approval of Agenda

MOTION BY MR. ETHERIDGE: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

IV. Public Participation on Non-Agenda Items - None

V. Approval of Wednesday, August 21st, 2019 Operations/Planning Meetings Minutes

MOTION BY MR. BECKER: TO APPROVE THE AUGUST 21st, 2019 OPERATIONS/PLANNING COMMITTEE MEETING MINUTES AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

VI. Consent Agenda - None

VII. Unfinished Business - None

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VIII. New Business

1. ADOT (Alaska Department of Transportation) Harbor Facility Grant Acceptance – Harris Harbor Zinc Anodes

Mr. Uchytel said on page 10 of the agenda packet is a copy of the letter we received from the Alaska Department of Transportation and Public Facilities (ADOT) advising us that we were successful in an application for receiving a Tier II 50/50 matching harbor grant in the amount of \$125,000, for construction of the Harris Harbor Pile Anodes project. These funds are 100% state generated funds. We were the last application granted. The process requires an ordinance to receive grant money. That is why we are in front of the Board today. We will have 2 years to execute this project. Last year we received \$140,000 for Douglas Harbor zinc anodes. That was also a low rated project that received funds. We will need to execute the Douglas Harbor project this year and I have been working with the finance department on how to fund that project. A couple of years ago the Board's highest priority was zinc anodes and we have been very successful on these projects. If you approve to accept this grant, it will then be taken to the Assembly for them to also accept the grant.

Committee Questions

Ms. Smith asked if we would be able to complete the project on time and under budget.

Mr. Uchytel responded with a yes. The estimate that we received for Harris was \$250K. We competitively bid everything. So hopefully someone will bid it at the estimate, but there is no guarantee. We have to ration all of our funds and be diligent on what we elect to fund. We think that putting money towards maintenance is smart strategic decisions.

Mr. Etheridge asked what the match was.

Mr. Uchytel said it is a 50/50 match. ADOT matching grants only funds certain aspects of harbor projects. They fund floats, launch ramps, but not launch ramp parking lots or jetties or breakwaters. There are lots of nuances with the grant. We were ahead of the curve in applying for these zinc anode grants, because now other cities are doing the same thing.

Mr. Becker asked how long the anodes last and are they inspected periodically?

Mr. Schall said the typical life span is about 15 years. We have cathodic protection inspectors come that come by about every 2 years. They drop a sensor in the water and connect to the pile then look at the free current flow. We just had a round of inspections a couple of months ago at Fishermans Terminal and the Intermediate Vessel Float.

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Mr. Uchytel said the Army divers also inspected the drive down float at Auke Bay Loading Facility and noticed that two were missing, but the rest are in good shape.

Public Comment - None

Committee Discussion/Action

MOTION BY MR. SIMPSON: TO ACCEPT THE \$125K ADOT HARBOR FACILITES GRANT FOR HARRIS HARBOR PILE ANODES AND TO REFER TO THE FULL DOCKS AND HARBORS BOARD ON THE CONSENT AGENDA FOR THE SEPTEMBER 23RD REGULAR MEETING AND THEN TO THE ASSEMBLY FOR THEIR FINAL APPROVAL. AND ASKED FOR UNANIMOUS CONSENT.

Motion passed with no objection.

IX. Items for Information/Discussion

1. Clean Vessel Act (CVA) Grant Funding – Cooperative Agreement with Alaksa Department of Fish & Game (ADF&G)

Mr. Uchytel said on page 11, is a cooperative agreement that we initiated with Alaska Department Fish & Game (ADFG) with the sport fish grant. The agreement says that we want enter into an agreement with ADFG to use the Sport Fish grant known as the Dingell-Johnson Act or the Wallop Breaux Amendment which is a federal excise tax on fishing gear and tackle that U. S. Fish and Wildlife sends back to the states for execution. There are various programs that it can be used for under the federal law. We want to use this money to help fund our sewer pump outs at Harris & Statter Harbors. Neither of those two harbors have year round pump outs. The grant is for \$100K with a 25% local match. If we spend \$100K on this project we would come up with \$25K local match. The Sport Fish grant would be \$75K. We would like to have year round use of pump outs for Harris and Statter Harbors, especially for our live aboards. The money would also be used to install a sewage pumpout facility at Statter Phase 3-the for hire float. It's a reimburseable project so I would come back to the board when we are ready to expend money and we have a project ready to start. It's the same cooperative agreement that we had for Amalga Harbor. Once we get ready to execute money that is when the Board and the Assembly get involved.

Committee Discussion

Mr. Simpson said this was a good idea. What is the thinking for longer term for Douglas Harbor getting a permanent pump out? It seems like a permanent pump out would be a better choice than the portable cart. The cart does work well, but it seems like there should be a better option for the longer term.

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Mr. Schaal responded that we would like to have fully connected sewage pump out system like at Aurora Harbor. When Saviko Road was built they did not install a sewer line. The bathrooms at the park are tied into the Treadwell Arena sewer and then gets pumped up to St. Anns. The old pump out that we had at the launch ramp ran through the uplands and dumped into a manhole. We built the sewer barge and the mobile cart and it has been used a lot and is working well. We don't have a cost effective way to pump out from the main harbor to gravity sewer. We have to have a septic company come by and pump out the barge. The old permanent pump out system is beyond repair. It would be a complete rebuild. The only thing salvageable is the sewer line laying on the bottom and since Douglas Harbor ices in over winter and the pump would be exposed to extreme winter weather in Douglas. It would be a \$45,000 project to install a new pump, run new wiring and reoutfit the float. It still would not be useable by any of the live aboards in the winter.

Public Comment – None

2. Design Efforts Archipelago Phase II

Mr. Schaal displayed a slide presentation on the Archipelago project. The first slide shown was a Phase 1 photo where they are building the deck over. The next slide shows the foundation is set. What we are working on at this point is the interior layout for the amenities for the inside of the footprint. The design team (architectural, civil, mechanical, and electrical) are all working towards their sixty five percent design submittal. Included in that is a third party cost estimate. When they have their plans at sixty five percent they will hand it off to a firm whose sole task is cost estimates for the architects etc. So we will have a very well vetted locally calibrated process. We will watch that closely for calibration. We expect the sixty five percent design to be in our hands in early October. We are not sure exactly how long the process will take. The general layout for the structure is a waiting area that is about 1800 square feet that is highly mobile for people who are waiting for their tours. It will have men's, women's and two family restrooms as well as a drinking fountain and a janitor's closet. Upstairs will be a mezzanine for mechanical and electrical. The waiting area can be closed off from the restrooms so they can stay open longer when the waiting area is closed. The general design principal is we want a flexible entry into the building so we can limit the number of open doors depending on the weather. We are very cognizant of how the tour operators work and how their groups gather and the staff moves them. We have the building centrally situated between the wood deck plaza and the concrete parking lots so people can flow in and out of the building easily. The doors can be controlled for weather. We are still deciding on materials. The layout of the building has a bump out. If you look at the plan view, the left side facing the Archipelago, the first floor is larger than the second floor. The balance in the project is about \$3,000,000. We are expecting the estimates to come in under that. If it comes in at \$2,000,000 it will come in at the same cost per square foot as the Security Shelters. We coordinate every Thursday with

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Archipeligo LLC, we know they have their design team on contract. They have not chosen their siding materials yet. We do have an eye for coordination with them. We don't want to clash with their designs.

Ms Smith asked why the restrooms are designed as male and female are not a non-sex design with eight separate rooms?

Mr. Uchytel said that a design like that would not be efficient and very expensive. We meet the unisex requirements with the two family restrooms and this is the most cost effective way of doing this.

Committee Discussion/Public Comment – None

3. Update – New Regulation: Unattended Vessels at Launch Ramp Facilities

Mr. Uchytel said on page 19 is the language of the unattended vessels ordinance at the boat launch. This is the new regulation that we are going to hold a public hearing on September 26th at the Board meeting. We are required by ordinance to hold a public hearing. The process must be followed and over the course of months of meetings, the Board approves the language and once we have approved language for regulation change, on page 20, we advertise the public meeting under a legal notice in the newspaper. The legal notice lets everyone know we are intending to make these changes and if you want to comment you must attend the hearing. This is the language that the Board has selected, it can be changed at the hearing. Mr. Uchytel just wants to be clear on the process.

Committee Discussion/Public Comment – none.

4. Strategic Retreat Planning

Mr. Uchytel said I have the fall 2019 strategic planning retreat topics, labeled sample. I have spoken with Chair Etheridge, Vice-Chair Simpson, and Mila Cosgrove who is going to facilitate the meeting. I just want the Board to know, based on our conversations, that we are going to go up a level. We are not going to delve right into projects. We think it will be more advantageous to the Board to take a 30,000 foot view of what the Board is and what the Board wants to see accomplished. We want to be at a 30,000 foot level before we start talking about launch ramps, safety ladders, zinc anodes etc. Based on the tenure of the Board we believe this will be more productive. Mr. Etheridge, Mr. Simpson have served the longest, and Ms. Smith has been on the Board before, but everyone else has less than two years of service. So we think stepping back a bit and talking about introductions and what the role of the Board is, what the role of staff is and looking at what has been accomplished in the past would be a much better use of time.

Mr. Becker asked if this means we will not discuss some of our future projects.

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Mr. Uchhytil said that we are going to take baby steps. He doesn't know where the strategic planning is going as it is scheduled. Staff always has it's radar out for grants and funding opportunities.

Mr. Etheridge said we will also have an opportunity in Operations/Planning meetings to talk about those projects. This will help the Board build repoire and know what direction we want to take. This will give us the means to get to where we need to be.

Ms. Smith said personally she would rather spend more time looking towards the future and not what has been done in the past. She is more interested in the future and where we are going.

Mr. Etheridge said that we want to figure out as a whole group how far we are and how we can move forward as a group. One of the biggest things that he wants to see is the role that the Board plays vs the role that staff plays and how we intermingle those roles. If we have time, we can also look at projects. We have the Ops/Planning meetings to do the projects. He got on the Board to get projects done, he saw many years pass with nothing happening. He doesn't want to lose momentum on what projects have been done and whats being done.

Mr. Becker understands what Mr. Etheridge is saying but the reason he got on the Board was for a whole list of things that he would like to see done for commercial fishing.

Mr. Uchtyl said we don't have an unanimous date when everyone can attend. Is a date picked by Board availability or staff availability? Are we going to have one planning session day or two? I think the Board is more important in attendance over staff.

Ms. Smith said we have two dates where almost everyone said they are available. She said to pick one of those dates.

Mr. Becker asked for the November 12th or 13th.

Mr. Uchtyl said we would notice both of those dates in case we need longer than one day.

Committee Discussion/Public Comment- None

5. Alaska Association of Harbormasters & Port Administrators (AAHPA)
Conference

Mr. Uchtyl said we have been very busy in getting ready for the conference. The conference dates are September 30th to October 4th. This is the first time we have hosted a conference since 2007. Our Board Chair will be welcoming the group along with our Mayor and President Peterson. He would like to offer any Board members to come and sit through any sessions or the banquet. We are hosting at the Elizabeth Peratrovich Hall

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and they are also doing the catering. I will send out a link on the agenda in case anyone is interested. Everyone is welcome. We anticipate about 100 attendees. We have Commission McKinnon ADOT and Admiral Bell from the Coast Guard speaking at a another lunch. It should be a very good conference.

Committee Discussion/Public Comment

6. Petition to Relocate Statter Harbor No Wake Buoy

Mr. Uchytel said on page 21 of the packet is a petition letter from Rob Warden to move the speed buoy at Auke Bay. The buoy is currently at 1000 feet from the breakwater. Where he is proposing is about 1.3 miles away from the breakwater. I just want to make sure the Board has some visibility that this is happening. No action is required at this time. In the past we have tried to work with the property owners by embracing Tourism Best Management Practices (TBMP) and asking people to stay centered in Auke Bay, not cut the corners. We have not gotten many complaints this year. He is somewhat concerned that with the anti-tourism mantra in town right now could cause issues. Legal says not to engage until the petition is brought forward completed.

Mr. Becker said that line is a long ways out. It would really slow down the transition of the tours getting back to the ships.

Ms. Smith asked if any viable options have been discussed should the petition move forward.

Mr. Borg said we manage harbors not bays.

Mr. Simpson said this has come up before and its his recollection that this isn't a Docks & Harbor Board call. He doesn't think we have any authority to move the buoy.

Mr. Uchytel said we do own the speed buoy. We can move it within reason.

Mr. Etheridge said the Coast Guard worked with us in deciding where it would go years ago. Everyone weighed in on the decision.

Mr. Guignon said that there are Captains meetings. All the companies come together and it was discussed that there is an imaginary channel that operators are suppose to follow. It is straight out. It has been better the last six seasons. Everyone continues to do better. He is not really sure what they are trying to accomplish with the marker being so far out. Would a channel be satisfying to everyone. It's been talked about at three different meetings, most Captains cooperate with the line. People are willing to try and do better. What are the actual goals of moving the marker?

Mr. Etheridge said in his conversation with the group is that they are concerned with the damage done to his personal dock. He wants to reduce the speed to protect his a his

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neighbors docks. His thought the biggest problem is the Allen Marine boats on how they cut off to their spots. He thinks we need to do nothing at this point until something comes of it. Who is really responsible for the buoy. The petitioners aren't even sure who the petition should go to, they decided to start with Docks & Harbors.

Mr. Uchytel said we will have our end of season meetings on Wednesday, September 25th for tour operators, vendor booths and Statter Harbor users. Some of the homeowners we've mentioned tonight attended our pre-season meetings.

Committee Discussion/Public Comment

X. Staff & Member Reports

Mr. Borg said that Army and Coast Guard divers knocked out a lot of projects for us. Mr. Borg, Mr. Creswell, Mr. Osborn and Mr. Hinton are all going through an OSHA training class. We've have a company in town from Arizona certifying the majority of his staff on fork lifts, lock out tag out and boom truck operations. We've dedicated a lot of time to safety which will pay off well for us.

Mr. Uchytel said to let everyone know that he and Erich Schaal will be on action line September 19th. We will be advertising for a new deputy engineer in a couple of weeks. We will leave it open until filled. The requirement for the Statter Phase III project requires us to have Protected Species Observers (PSO). We have hired a Senior PSO. We will be hiring half a dozen more PSO's. They will be observing whales and other mammals during inwater work this winter. They need to be ready to go by October 1st. We won't break 1.3M cruise passengers this year. We are on track for 1.288M so far.

Mr. Schaal said we will have the preconstruction meeting for the Statter Harbor Phase 3A project next week. He took a tsumani forces and design course today. ASCE protocol has come up with standards that will be part of the international building code edition 2018 which CBJ will adopt at some point.

Mr. Becker said that DiPac is wondering about their anchor that broke off of the Lumberman.

Mr. Borg said that the Army/Coast Guard divers saw the anchor when they were diving. We will definately get it back to you.

Ms. Smith said she would like to know when the Harris Harbor showers are going to be repaired.

Mr. Borg said we are working on the leak and the valves for scalding. It has been taking much longer than anticipated. Our term contractor has been working on it. He will get with Ms. Smith by the end of the week. It is definately on our radar.

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XI. Committee Administrative Matters

Next Operations/Planning Committee Meeting- **Wednesday, October 23, 2019.**

XII. Adjournment- The meeting was adjourned at 6:08pm.