CBJ DOCKS & HARBORS BOARD
CIP/PLANNING COMMITTEE MEETING MINUTES
For December 08, 2011

I. Call to Order.

Committee member Mr. Williams called the meeting to order at 5:00 p.m.

II. Roll.

The following members were present: Mr. Williams, Mr. Kueffner, Mr. Jardell, and Mr. Etheridge.

The following members were absent: Mr. Simpson, and Mr. Busch.

Also in attendance was: Mr. Uchytil – Port Director and Mr. Gillette – Port Engineer.

III. Approval of Agenda.

MOTION by Mr. Jardell: ASK UNANIMOUS CONSENT TO APROVE THE AGENDA AS PRESENTED. The motion passed without objection.

IV. Public Participation.

There was none at this time.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Jardell: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM November 17, 2011. The motion passed without objection.

VI. Items for Action.

There were none at this time.

VII. Items for Information.

1. Marine Park and other PRAC projects updates.

Mr. Jardelll briefed the committee on what exactly what will be done with some of the 1% tax and some of the parks we have an interest in such as Marine Park. They were instructed by the Assembly to work together on is.

Mr. Wilson who is the Chairman of PRAC spoke of suggestions on how the user groups could coordinate and plan Juneau's waterfront.

He state that the advisory committee is requesting 5.8 million dollars from the 1% sales tax of which they are looking at sixteen parks that they will be doing maintenance on. Basically what he is looking for is support from Docks and Harbors. He went over the projects that are listed on the handout given to the committee members (See attached). The main project is the sea walk in front of the Merchants Wharf.

Mr. Wilson went over a possible location for a cultural gateway and stated that the Marine Park area would be probably the best location as they are planning on refurbishing this area. He went over what all will be done with this area this spring.

Another topic that has come up is a location for the USS Storis.

He went over the preferred concept of the sea walk area north of the Subport Building to the under bridge park (See concept C).

Further discussion among Mr. Wilson and the committee members took place at this time.

2. List of projects for 1% sales tax.

Mr. Gillette stated that there is a draft document in the committee member's packets which has been put together by the Port Director and himself of some of the things that are needed to be done within our Dock and Harbors system. He said that this is a working document that he would like the committee to consider and he is open to suggestions if there are any other projects that we may have.

He stated that they are scheduled to go to the Public Works and Facilities committee meeting in February to present the list that Docks and Harbors would like to propose for the 1% sales tax initiative.

Mr. Gillette stated that we have been asked by the Manager to present a passenger fee monies project list. This list needs to be submitted by December 31, 2011.

The committee went over these lists with Mr. Gillette at this time.

Mr. Jardell stated that he would like to see a more detailed description of just exactly what we will be doing to Aurora Harbor when we go forward asking for funding to do repairs.

The committee members and Mr. Gillette went over the lists and they have asked Mr. Gillette to next present this to the Full Board at their next meeting.

The committee members have agreed that the condition of Aurora Harbor is most priority and should be at the top of this list for funding.

Further discussion among the committee members and Mr. Gillette took place at this time. The meeting is scheduled for early January.

2. To support the Port Director, as purchasing officer for Docks and Harbors, the authority to make contract modifications for engineering services up to $25k and execute contracts or purchases up to $100k without the approval of the Docks and Harbors Board.

Mr. Uchytil stated that he is the purchasing officer for Dock and Harbors and stated that his authorities are unlimited other than the exception of anything over $100k, which requires Assembly approval. This is in the general powers of the Docks and Harbors which makes this a requirement and is the interpretation that Mr. Uchytil and Mr. Gillette have regarding any modification over $100k. He stated that this is for the enterprise board of Docks and Harbors for engineering director with no restrictions of construction. Mr. Kueffner verified with the Port Director just exactly what is the differences between the services contracts and the construction contracts. Mr. Gillette went on to explain this to the committee members at this time.

Further discussion among the committee members and the Port Director took place at this time.

Mr. Uchytil requested at this time since they were discussing procurement that we move forward to item #7.

7. Design services per Mayor's request.

Mr. Uchytil stated at the Assembly meeting where we had to get approval for the modification for the addition Statter uplands work for the mitigation of which $172,000.00 and was approved at that time. The Mayor had as that Mr. Uchytil put together a list of on going design services that Docks and Harbors has (See attached list).

Mr. Uchytil sent a copy of this list to the Mayor and stated he has fulfilled the request of him at this time. He just wanted the committee members to know he has done his part.

Further discussion among the committee members and the Port Director took place at this time.

3. Potential Docks and Harbors Projects competing for 1% Sales Tax initiative.

Mr. Uchytil as we all know that in the October election the citizens voted to extend the1% sales tax, which will go for the next 5 years. He stated starting sometime in January or February there will be a call for different directors and the enterprise boards to give a list of projects that CIP would like to compete for funds. At this time he is just planting a bug in the committee member's ear as to be thinking about what our priorities are as we move forward and what our higher priorities would be. He has asked the Harbormasters and Operations Managers to collect whatever pictures and documents of broken equipment or invoices to boaster our opportunity to compete. Any input from the Board would be appreciated.

Further discussion among the committee members took place at this time.

4. AAHPA Resolution and whether to recommend Assembly action to support.

Mr. Uchytil stated that at the AAHPA there were two resolutions that came out at the conference. What he is asking is that this committee as well as the Full Board whether we should go forward to the assembly and request that they make a resolution to the Legislature at their upcoming session.

The resolution is on the raw fish tax, which is a 1-5% of the raw fish takes. He went on to explain this to the committee members. The committee recommended Mr. Uchytil bring this to the Full Board before approaching the Assembly.

Further discussion took place at this time.

5. Letter from JAHC to the Assembly recommending CBJ initiate the 1% for arts selection process as soon as possible.

Mr. Uchytil stated that a letter in the committee member's packet that was written by the Mayor asking for concurrence (See attached) under staff reports to move forward with this letter. There were some objections from Ms. Danner and Ms. Becker to moving forward as soon as possible. At the end at the Mayors request he has asked the Docks and Harbors to work with JAHC of which we will be doing.

Further discussion took place among the committee members and Mr. Uchytil took place at this time.

VIII. Member & Staff Reports.

Mr. Uchytil stated that it was brought to his attention by one of the board members that there is within our CBJ ordinance that there is a requirement for the Board to provide to the Assembly by November 30th every year a financial review of Dock and Harbors activities from the previous fiscal year. He has gone to Mr. Duncan and is collection up the financial portion so that he can move forward on this.

IX. Committee Administrative Matters.

The next meeting is scheduled for December 8, 2011 at 5:00 pm in the City Chambers.

X. Adjournment.

MOTION by Mr. Busch: THE MEETING ADJOURNED BY UNANIMOUS CONSENT. The motion passed without objection.

The meeting was adjourned at 6:30 pm.