

CBJ DOCKS & HARBORS BOARD
CIP / PLANNING COMMITTEE MEETING REVISED AGENDA
For Thursday, November 17, 2011

I. Call to Order (5:00 pm in the Assembly Chambers)

II. Roll Call (Greg Busch, Don Etheridge, Kevin Jardell, Eric Kueffner, Budd Simpson, and Michael Williams).

III. Approval of Agenda.

MOTION: TO APPROVE THE AGENDA AS PRESENTED OR AMENDED.

IV. Public Participation on Non-Agenda Items.

(Not to exceed five minutes per person or twenty minutes total time).

V. Approval of October 20, 2011 CIP/Planning Meetings Minutes.

VI. Items for Action.

1. Facility Naming Policy
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO ADOPT THE PROCESS OUTLINED IN THE CITY AND BOROUGH OF JUNEAU PARKS & RECREATION ADVISORY COMMITTEE POLICY DATED SEPTEMBER 5, 2006 ON “NAMING OF JUNEAU CITY & BOROUGH PARKS & FACILITIES” FOR DOCKS AND HARBORS PROPERTIES.

MOTION: TO CONDUCT A PUBLIC HEARING AT THE DECEMBER 1, 2011 DOCKS AND HARBORS REGULAR BOARD MEETING FOR THE PURPOSE OF PUBLIC COMMENT ON THE PROPOSED RE-NAMING OF THE DOUGLAS HARBOR.

VII. Items for Information/Discussion.

1. Cruise Terminal Staging Area Update
Presentation by Port Engineer
2. PND Contract Amendment for Douglas.
Presentation by Port Engineer

3. 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.
Presentation by Port Director
4. Potential Docks and Harbors Projects competing for 1% Sales Tax initiative.
Presentation by Port Director
5. AAHPA Resolutions and whether to recommend Assembly action to support.
Presentation by Port Director
6. Letter from JAHC to Assembly recommending CBJ initiate the 1% for arts selection process as soon as possible.
Presentation by Port Director
7. Design services contract per Mayor's request
Presentation by Port Director

VIII. Member & Staff Reports.

IX. Committee Administrative Matters.

Next Meeting: December 8th, 2011 at 5:00 pm at the Assembly Chambers.

X. Adjournment.

CBJ DOCKS & HARBORS BOARD
CIP/PLANNING COMMITTEE MEETING MINUTES
For October 20, 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. Simpson, Mr. Kueffner, Mr. Busch, Mr. Jardell, Mr. Etheridge, and Mr. Donek.

There were no members absent.

Also in attendance was: Mr. Uchytel – Port Director.

III. Approval of Agenda.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE 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. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM September 22, 2011. The motion passed without objection.

VI. Items for Action.

There were none at this time.

VII. Items for Information/Discussion.

1. PRAC Letter Regarding Sea Walk Easement on Docks and Harbors Managed Tidelands.

Mr. Uchytel explained to the committee that there is a letter from CBJ Parks and Recreation Advisory Committee to the Mayor and Assembly recommending that the Assembly set aside an easement on Docks and Harbors Board managed tidelands in front of the Goldbelt property (between Merchant's Wharf and NOAA). Mr. Uchytel explained that this is primarily to establish the seawalk. He stated that our interpretation is that we already have a 16' easement already established. It may be a disincentive for new development along the water front.

Mr. Kueffner just wanted clarification that we don't really need this easement.

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

2. Process for Naming Docks and Harbors Facilities.

Mr. Williams stated that the Port Director looked into this and stated that we really do not have any sort of process for doing such. He stated that in the near future we should be looking at naming Douglas Harbor after final completion.

We aren't going to make any decisions at this time, but look at a process or adopted processes by other groups with CBJ. There is a letter in the committee member's packet coming from the Douglas Advisory Board (See Attached).

Mr. Uchytel stated that we should be working on getting the process nailed down sometime within the next year so that we can have a dedication ceremony for the new Douglas Harbor and at that time roll out an appropriate name for this harbor. He stated that we should have a standard process of doing such so that the community sees that we have an open process for this naming procedure. He stated that there are three things that we could possibly do, one would be to go forward with the naming of Mr. Michael Pusich. The second would be to direct staff to come up with a process to include appropriate input from local historians and historical organizations to come up with a pool of names. Then finally, the third recommendation would be for a committee from the board to establish a working committee and work as appropriate to make contacts with the community outreach to come up with a list of names. Then bring it to the Full Board and then forward it on to the Assembly for a resolution to name the harbor in an appropriate manner.

Mr. Uchytel has recommended number three.

Ms. Pusich-Gill introduced herself and stated that any one that knows the Pusichs would know that they were very involved with businesses, government and the community. She pointed out the different areas and facilities around Juneau that have been named by former citizens of Juneau. She went over some of her grandfathers' history with the committee members at this time.

Further discussion among the committee members took place regarding the procedure in doing this and suggested that the Port Director look at some of the other ways that have been done in naming facilities. Mr. Kueffner suggested keeping this procedure as simple as possible.

Mr. Simpson stated that we want to be thorough with the naming process and Mr. Jardell suggested trying to just have a single committee hearing and then a single Board hearing process and then be done with it.

3. Review of Condition Report for Dehart's Haulout Structure.

Mr. Uchytel stated that earlier this summer we entered into a contract with PND to do an evaluation of the Deharts boat haul out structure and got the report back last week. The investigation suggests that it is totally inadequate for hauling out vessels. The recommendation suggested that the repairs that are required will cost around \$40,000.00 to do, which would restore the travel lift to 25, 000 lbs. The action that was taken by Mr. Uchytel today is to try and make

contact with JMS to discuss with them what this condition report means. At this time he has been unable to get in touch with Mr. Duvernay but was able to speak with the manager of the boat yard and he stated that they had plans for one more boat haul out this season. Mr. Uchtyl asked that they not do this haul out until he has a chance to speak with Mr. Duvernay.

The structural engineer who did the report is unavailable and Mr. Summerville has taken the same stance as Mr. Uchtyl as far as no use of this facility until we have more information.

Further discussion among the committee members and Mr. Uchtyl took place regarding the new hydraulic lift and current lift and lease status of these two facilities.

Mr. Uchtyl will report back to staff once he meets with JMS to discussion future plans. The general consensus of committee is to do the repairs and keep this facility operational.

VIII. Member & Staff Reports.

Mr. Uchtyl reported that Ms. Becker is now the liaison to Docks and Harbors. At the Monday Assembly meeting he was directed by the Mayor to provide a matrix of our consultants and wanted to know what task orders we have and how much they are for. He reported that he attended the AAHPA last week with other staff members. During the conference Mr. Benner – past Harbormaster was awarded the AAHPA Harbormaster of the year for the Alaska, Mr. Tajon was recognized as the CBJ Docks and Harbors employee of the year, and Mr. Uchtyl was elected as the Vice President of the association for the next year.

There was brief discussion regarding the Douglas breakwater. At this time they are awaiting modifications.

Mr. Uchtyl stated that there may possibly be additional funding through the Corp of Engineers which is essentially monies available for smaller harbors that are uncompetitive for larger Corp of Engineers grants for dredging projects. He stated that we may have up to possibly \$200,000.00 available to us to continue with the design and cost estimates to do the dredging project at Douglas Harbor.

Mr. Uchtyl went over the process for the municipal harbor grant program with the committee members at this time.

IX. Committee Administrative Matters.

The next meeting is scheduled for November 17, 2011 at 5:00 pm in the City Chambers.

X. Adjournment.

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

The meeting was adjourned at 6:03 pm.

CITY AND BOROUGH OF JUNEAU PARKS & RECREATION ADVISORY COMMITTEE POLICY	POLICY #	PAGE 1 of 2
	EFFECTIVE DATE: September 5, 2006	
SUBJECT: NAMING OF JUNEAU CITY & BOROUGH PARKS & FACILITIES	SUPERSEDES POLICY: DATE: 11/14/86	
REVIEWED AND ADOPTED BY PARKS & RECREATION ADVISORY COMMITTEE ON: SEPTEMBER 5, 2006	CHAIR SIGNATURE: 	

NAMING OF CITY & BOROUGH PARKS OF JUNEAU

- I. A sound park naming policy can add meaning, significance, and uniformity to the park properties of the City & Borough of Juneau by developing park names that embody the value and heritage of the local community.
- II. The selection of a name that is purposeful, suitable, and symbolic should be approached in a systematic and creative way. This process can generate opportunities to (1) induce a dynamic community impact, (2) express appreciation, (3) create sensitivity and lasting public relations, and (4) educate.
- III. An attempt should be made to name parks in such a manner that the public can easily locate them.

The following general classification may be used.

1. Places and features – streets, schools, natural features.
 2. Historic sites.
 3. Descriptive names.
 4. Living People.
 5. Organizations.
 6. Deceased People.
- IV. The policy for naming parks after people or organizations will be as follows:
 - A. Living People or Organizations
 1. When 50 percent of the value of the park land is donated by the person or organization, or
 2. When “substantially all” of the development is donated by the person or organization, or
 3. When a major contribution has been made by the person or organization to the community and/or when instrumental in acquiring or developing the park area.

B. Deceased People

When it is appropriate to name a park in honor of a deceased person, it should be a person who has made a major contribution to the community and/or who has been instrumental in acquiring or developing the park area. The name of a deceased person for a municipal park cannot be considered until 36 months after the date of death of that person.

V. Naming New Parks:

1. The name conforms to the above policies.
2. A public hearing is held.
3. It is approved by two-thirds majority of the Parks & Recreation Advisory Committee (PRAC), and
4. It is approved by the City & Borough of Juneau Assembly.

VI. Renaming memorial parks, or adding names to memorial parks will be prohibited.

VII. Renaming Parks, Landmarks, Trails or Facilities:

1. Renaming of parks, landmarks, trails and facilities or adding names to parks, landmarks, trails or facilities will be prohibited, with the following exceptions:

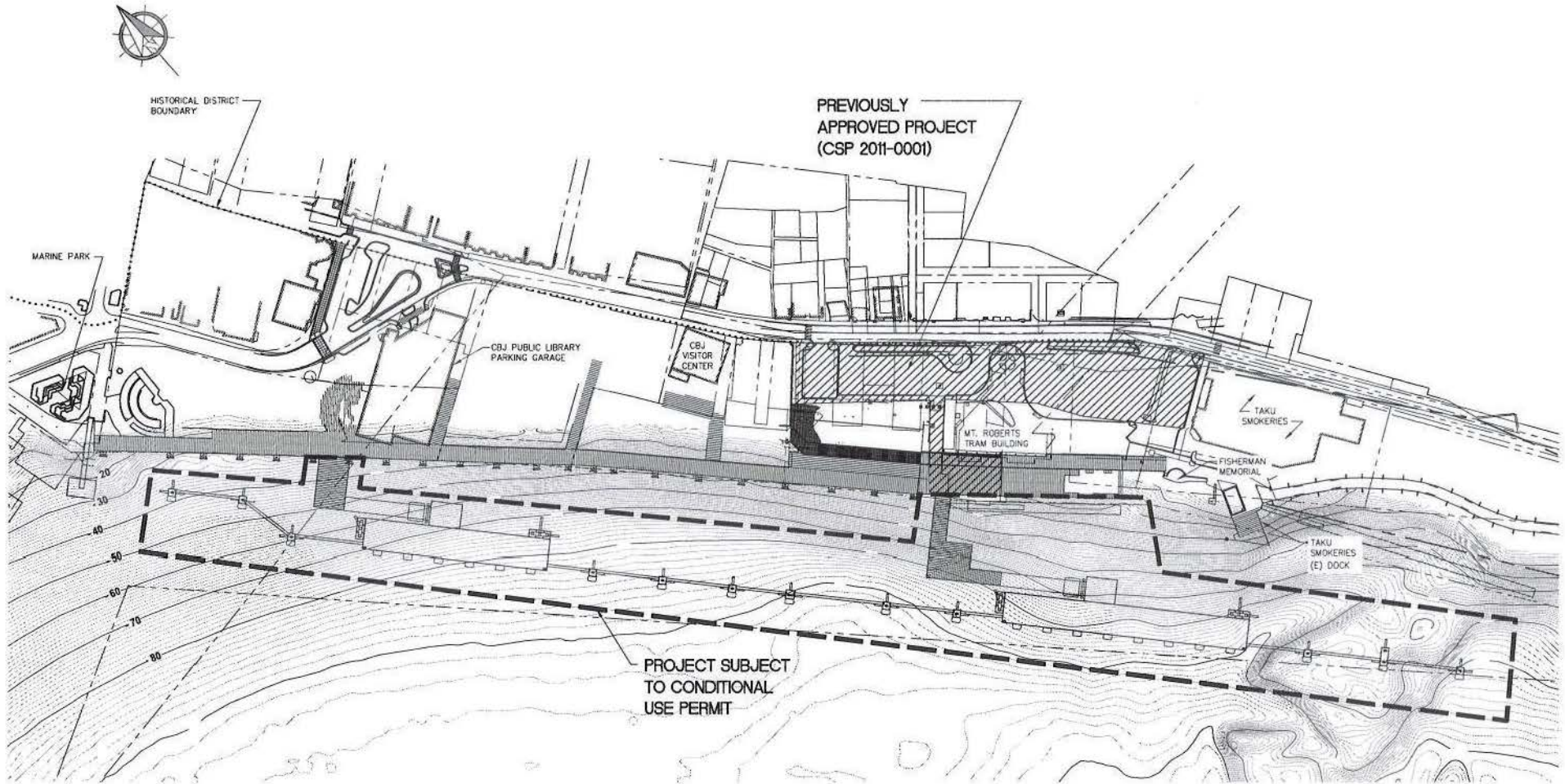
. When a facility that has been named in recognition of a gift or an individual, and has reached the end of its useful life and will be replaced or substantially renovated (at least 50% of the value of the facility) may be renamed in recognition of another gift providing:

- a. The name conforms to the above policies.
- b. A public hearing is held.
- c. It is approved by a two-thirds majority of the Parks & Recreation Advisory Committee (PRAC), and
- d. It is approved by the City and Borough of Juneau Assembly.

VIII. New structures (ie: picnic shelters), new recreational facilities (ie: aquatic centers), new landmarks or new trails may be named provided that:

1. The name conforms to the above policies.
2. A public hearing is held.
3. It is approved by a two-thirds majority of the Parks & Recreation Advisory Committee, and
4. It is approved by the City & Borough of Juneau Assembly.

IX. The Park Naming Policy is subject to review of the Parks & Recreation Advisory Committee, and approved by the City & Borough of Juneau Assembly should there be a need for updating.



**DOCKS AND HARBORS DEPARTMENT
CURRENT ARCHITECTURE / ENGINEERING CONTRACTS**

Project	A-E Prime / A-E Subs	Contract Amount	Contract Date	Selection Process	Scope of Work
Statter Harbor Launch Ramp	PND Engineering	\$951,039	Feb-08	RFP	Planning, preliminary design, estimating, and permitting.
	HDR - Alaska				
	JYL Architects				
	Carson/Dorn				
	USKH				
	Haight & Associates				
	Shimamoto				
CBJ Marine Facilities Study	URS Alaska	\$28,600	Jun-11		Evaluation of marine lift needs at Auke Bay, planning, and cost estimating.
Port Customs and Visitor Center	JYL Architects	\$1,027,122	Sep-08	RFP	Programming, planning, conceptual design, schematic design, final design, bid documents, permitting, cost estimating, bid assistance, construction administration, and observation.
	PND Engineering				
	Morris Engineering				
	Wilson Engineering				
	Murray & Associates				
Statter Harbor Float Repairs and DeHart's Replacement	PND Engineering	\$959,290	Oct-10	RFP	Evaluation, condition assessment and engineering design to repair existing Statter Harbor and to install new floats supporting de-commissioning of DeHart's Marina.
	Haight & Associates				
	JYL Architects				
	Corvus Alaska				
	Haight & Associates				
Cruise Terminal Staging Area	PND Engineering	\$322,895	Nov-10	RFP	Planning, design, permitting, bid documents, and bid assistance.
	Haight & Associates				
	JYL Architects				
	Corvus Alaska				



ENGINEERS, INC.

November 3, 2011

PND 062065.02

Gary H. Gillette, Architect
Port Engineer
CBJ Docks & Harbors Department
155 South Seward Street
Juneau, Alaska 99801

Subject: Old Douglas Harbor Replacement, DH 06-350
Amendment No. 14 Fee Proposal – Newfields & PND Environmental Services

Dear Mr. Gillette:

PND and Newfields have estimated the fees required to complete the final agency review meeting in early December and complete the 404(b)(1) evaluation. A summary of these anticipated costs is given below. Attached please find correspondence describing the work. Additionally, we understand that the necessary environmental work to be performed by USACE - ERDC will continue to be contracted separately with the CBJ D&H.

Amendment to PND Contract

PND proposes to perform this work on a T&M basis in accordance with the standard PND and Newfields billing rates previously submitted.

Item Description	Estimated Cost
1. Newfields Estimated Expenditures – Preparation & Agency Meeting In Juneau	\$ 13,400
2. PND Estimated Expenditures – Agency Meeting & 404(b)(1) Evaluation	\$ 5,000
Total Estimated T&M Amendment Amount	\$ 18,400

PND appreciates this opportunity to continue to assist CBJ D&H with the Douglas Harbor project. Feel free to call me at any time if you have any questions regarding this matter.

Sincerely,

PND Engineers, Inc. | Juneau Office

Dick Somerville, P.E.
Vice President

Enclosures

Per Rasmussen

Subject: FW: fee proposal**From:** Meg Pinza [<mailto:mpinza@newfields.com>]**Sent:** Wednesday, November 02, 2011 2:54 PM**To:** Per Rasmussen; Dick Somerville**Cc:** 'Jack Word'**Subject:** FW: fee proposal

Prepared annotated list per request from Anchor – delivered 7/18/2011	SW	9	1800	Out of scope
Preparation of meeting materials for agency discussion	MRP	16	2400	Presentation of data
Collaboration with ERDC, PND and or Anchor prior to meeting	MRP/JQW	12	2400	teleconferences
Attend final meeting in Juneau in December	JQW	24	4800	
Travel expenses			2000	Airfare, hotel, per diem
Total cost			13400	

Per,

If we remove costs associated with my travel to Juneau here is the new budget. You are correct, the costs for attending the meeting were included in the previous amendment. However, per the email to PND dated September 8th we provided a status of the budget and explained that the in-depth review of the document provided by NewFields expended all of the funds necessary to attend the agency meeting. Based on my intimate involvement with the preparation and content of the document and the project from its inception, NewFields will cover the cost of my attendance at the meeting. I hope this compromise meets your satisfaction.

Meg

Meg Pinza

Program Manager

NewFields

360.297.6066 direct

360.930.4510 cell

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Alaska Association of Harbormasters and Port Administrators



RESOLUTION NO. 2011-02

A RESOLUTION OF THE ALASKA ASSOCIATION OF HARBORMASTERS AND PORT ADMINISTRATORS IN SUPPORT OF HOUSE BILL NO. 184 RELATING TO THE SHARING OF TAX REVENUES FROM THE FISHERIES BUSINESS TAX AND FISHERY RESOURCE LANDING TAX WITH MUNICIPALITIES.

Whereas, the Alaska Association of Harbormasters and Port Administrators recognizes the majority of the public boat harbors in Alaska were constructed by the State during the 1960s and 1970s; and

Whereas, the State of Alaska during the past 10 years has transferred ownership of most of these State owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

Whereas, local municipalities are in need of additional funding to repair and in many cases replace the components in these former State owned harbors; and

Whereas, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities, especially for those directly supporting the commercial fishing industry; and

Whereas, under the current tax system, the State shares revenues generated from the fisheries business tax and the fishery resource landing tax with the local municipalities where the fish are first landed and/or processed with 50% of the funds provided to the local municipalities; and

Whereas, under the provisions of House Bill No. 184, the local municipalities' share of the revenues generated from the fisheries business tax and the fishery resource landing tax would increase to 75%, with the intent that the additional revenue would help maintain and improve the harbor facilities.

Now therefore be it resolved that the Membership of the Alaska Association of Harbormasters and Port Administrators supports House Bill No. 184 and urges passage by the Alaska Legislature and signature by the Governor.

Passed and approved by a duly constituted quorum of the Alaska Association of Harbormasters and Port Administrators on this 12 day of October, 2011.

Steven R. Corporon, President

ATTEST:

Kim Elliot

Kim Elliot, Executive Secretary

Alaska Association of Harbormasters and Port Administrators



RESOLUTION NO. 2011-03

A RESOLUTION OF THE ALASKA ASSOCIATION OF HARBORMASTERS AND PORT ADMINISTRATORS IN SUPPORT OF FULL FUNDING FOR THE STATE OF ALASKA MUNICIPAL HARBOR FACILITY GRANT PROGRAM IN THE FY 2013 STATE CAPITAL BUDGET.

Whereas, the Alaska Association of Harbormasters and Port Administrators recognizes the majority of the public boat harbors in Alaska where constructed by the State during the 1960s and 1970s; and

Whereas, these harbor facilities represent critical transportation links and are the transportation hubs for waterfront commerce and economic development in Alaskan coastal communities; and

Whereas, these harbor facilities are ports of refuge and areas for protection for ocean-going vessels and fishermen throughout the State of Alaska, especially in coastal Alaskan communities; and

Whereas, the State of Alaska during the past 10 years has transferred ownership of most of these State owned harbors, many of which were at or near the end of their service life at the time of transfer, to local municipalities; and

Whereas, the municipalities took over this important responsibility even though they knew that these same harbor facilities were in poor condition at the time of transfer due to the state's failure to keep up with deferred maintenance; and

Whereas, consequently, when local municipal harbormasters formulated their annual harbor facility budgets, they inherited a major financial burden that their local municipal governments could not afford; and

Whereas, in response to this financial burden, the Governor and the Alaska Legislature passed legislation, supported by the Alaska Association of Harbormasters and Port Administrators, to create the Municipal Harbor Facility Grant program, AS 29.60.800; and

Whereas, the Alaska Association of Harbormasters and Port Administrators, is pleased with the Department of Transportation and Public Facilities administrative process to review, score and rank applicants to the Municipal Harbor Facility Grant Program, since state funds may be limited; and

Whereas, for each harbor facility grant application, these municipalities have committed to invest 100% of the design and permitting costs and 50% of the construction cost; and

Whereas, completion of these harbor facility projects is all dependent on the 50% match from the State of Alaska's Municipal Harbor Facility Grant Program; and

Whereas, during the last 5 years the Municipal Harbor Facility Grant Program has been fully funded only once; and

Whereas, during the last 5 years the backlog of projects necessary to repair and replace these former State owned harbors has increased to over \$90,000,000.

Now therefore be it resolved that the Membership of the Alaska Association of Harbormasters and Port Administrators urges full funding by the Governor and the Alaska Legislature for the State of Alaska's Municipal Harbor Facility Grant Program in the FY 2013 State Capital Budget in order to ensure enhanced safety and economic prosperity among Alaskan coastal communities.

Passed and approved by a duly constituted quorum of the Alaska Association of Harbormasters and Port Administrators on this 12 day of October, 2011.

Steven R. Corporon, President

ATTEST:

Kim Elliot

Kim Elliot, Executive Secretary

COMMUNITY • EDUCATION • ENRICHMENT • CREATIVITY

October 26, 11



Bruce Botelho, Mayor
Members of the City and Borough of Juneau Assembly
155 S Seward St.
Juneau, AK 99801

Dear Mayor Botelho and Assembly Members,

It is our understanding that the port development project known as 16(B) is subject to the 1% for Art requirement for art in public places. We believe that the project creates an unparalleled opportunity to enhance Juneau's waterfront with one or more significant works of art.

Because of the scope of this project, we request that the CBJ initiate the selection process as soon as possible. Allowing artists to be engaged at the beginning of the project allows for more creative input. Therefore we ask that you schedule the request for proposals at your first opportunity.

The Juneau Arts and Humanities Council once again looks forward to being a partner in the process. If we can be of assistance in the decision to move forward in a timely manner, please don't hesitate to call us.

Sincerely,

A handwritten signature in cursive script, appearing to read "Annie Calkins".

Annie Calkins
Board of Trustees President

A handwritten signature in cursive script, appearing to read "Nancy DeCherney".

Nancy DeCherney
Executive Director

