CBJ DOCKS & HARBORS BOARD
CIP/PLANNING COMMITTEE MEETING MINUTES
For Thursday, February 17, 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. Donek, Mr. Kueffner, Mr. Jardell, and Mr. Preston.

The Following member was absent: Mr. Wostmann.

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

III. Approval of Agenda.

Mr. Preston asked that we move item #1 information/discussion before we go to items for action.

Mr. Gillette also added #2 under items for action the CBJ Engineering –Docks and Harbors Memorandum of Agreement.

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

IV. Public Participation.

There was none at this time.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Kueffner: ASK UNANIMOUS CONSENT TO APPROVE THE PREVIOUS MINUTES OF January 20, 2011. The motion passed without objection.

VII. Items for Information/Discussion.

1. Fisherman's Memorial.

Mr. Gillette stated that the Assembly approved resolution 25.41 in October 2010 as authorizing construction of the new floating birth concept known as 16B. There was an amendment added that the Harbor Board work with the Commercial Fisherman's Memorial regarding relocation. The Harbor Board sent a letter to the fisherman's memorial stating that the department would assist in the planning of blessing of the fleet ceremony when the floating birth project was complete and if it were determined that a respectable and meaningful ceremony could not be accommodated utilizing the reconfiguration that we would work with them to move to an alternative sight.

Mr. Gillette spoke of the four alternative sights that were presented to the fisherman's memorial folks.

Mr. Weyhrauch stated that the memorial would be affected by 16B and it would be relocated to a location along the shore south of the Intermediate Vessel Float (See attached). He went on to explain the reasons for moving the memorial to the new location.

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

Mr. Stone stated that the next step in the process would be to present this to the Assembly at the same time they present the designing of the dock improvements and also the financing plan and it would be logical to do this at that time.

VI. Items for Action.

1. Marine Service Building Programming.

Mr. Gillette stated that he asking that the committee members approve a contract with NorthWind Architects, LLC, who are currently under contract for the downtown harbor area and the area north of the bridge. He stated what this would do is set up a small contract of $7,900.00 for them to do a building programming study.

He said that he has talked to Mr. Watt at the Engineering Department and they felt that is better to do this under term contract with architect that we have on board and just get the programming done. He explained the process and explained to the committee what they would do is come up with a concept for a building.

Public Comments:

Mr. Thoma stated that he would like to see the building in the second drawing be built (See attached) and leave as much green space open as possible.

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

MOTION by Mr. Donek: ASK UNANIMOUS CONSENT TO REQUEST THE BOARD APPROVE A CONTRACT AMMENDMENT FOR NORTHWIND ARCHITECTS TO PERFORM KPROGRAMMING FOR THE PROPOSED MARINE SERVICES CENTER IN THE AMOUNT OF $7,900.0. The motion passed without objection.

2. Memorandum of Agreement between CBJ Engineering Department and Docks and Harbors.

Mr. Gillette stated that this is a result of a meeting that we had with staff. He presented a document that appears to be supported by all those involved and just wanted to bring it to the members for final review and approval.

Public Participation:

There was none at this time.

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

Ms. Danner stated that this is a much better document than the one that was earlier presented.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE COMMITTEE APPROVE THE MEMORANDUM OF AGREEMENT BETWEEN DOCKS AND HARBORS AND THE CBJ ENGINEERING DEPARTMENT FOR COORDINATION OF CAPITAL IMPROVEMENT PROJECTS ALONG THE DOWNTOWN WATERFRONT AND ASK THAT THE PORT DIRECTOR SIGN OFF ON BEHALF OF DOCKS AND HARBORS. The motion passed without objection.

VII. Items for Information/Discussion.

2. Direct Market Fish Sales Study Updates.

Mr. Gillette stated that tonight they want to update the committee on the direct market fish sales study. This study was funded by a small grant from the Alaska Fisheries Development Foundation and our schedule is fairly tight on it. A draft needs to be in by the middle of March and final at the end of March. He stated they have brought in staff from the Fisheries Development Council and JEDC to attend the presentation that is going to be done by NorthWind Engineering this evening.

At this time the consultants went over their presentation with the committee members. They went over the finding of a survey that they are doing, as well some of the criteria for what it would take for a location of a facility. They went over the pros and cons of the different sights that they looked at.

The three areas that were looked at were the north of the bridge, the area just below the Harbormasters office, and Norway Point.

After the completion of the presentation further discussion among the committee members and the staff from NorthWind Engineering took place.

Ms. Danner commented on the locations and stated she is more leaning towards the old floatplane dock which is located just north of the bridge. She stated that whatever we do the goal should be to connect supply with demand.

Mr. Preston asked the staff of NorthWind Engineering to come back with a preliminary report at the next CIP meeting and then the following week do a presentation to the Full Board.

VIII. Member & Staff Reports.

Mr. Gillette let the committee members know that in their packets is his monthly project status report and also included in there is the CIP account summary.

There was some discussion regarding the second phase of the ABLF. Construction should start in March.

Mr. Stone address the letter that he passed out that was from the Alaska Cruise Association.

IX. Committee Administrative Matters.

The next meeting is scheduled for March 24, 2011 at 5:00 pm in the City Chambers.

X. Adjournment.

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

The meeting was adjourned at 6:31 p.m.

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