CBJ DOCKS & HARBORS BOARD
<u>SPECIAL MEETING</u>
Saturday, May 10th, 2014

I. Call to Order

Mr. Busch called the meeting to order at 8:10 a.m. in the Port-Customs Building Conference Room.

II. Roll

The following members were in attendance: Budd Simpson, Kevin Jardell, Robert Janes, David Logan, Michael Peterson, Scott Spickler, and Greg Busch. (John Bush, and Tom Donek were absent.) Also present were Carl Uchytil (Port Director), Gary Gillette (Port Engineer), Dave Borg (Harbormaster) and community member Paul Swanson. CBJ HR/RM Director Mila Cosgrove (facilitator).

III. Approval of Agenda

The motion passed with unanimous consent.

IV. Public Participation on Non-Agenda Items

None.

V. Items for Action
1. Docks & Harbors Strategic Planning Meeting

Mr. Busch commenced by providing the purpose of today's meeting and the desire to increase effectiveness of the Board. Ms. Cosgrove queried each of the Board Members to summarize, in their opinion, the <u>purpose of the Board</u>, responses included:

- Delegation of responsibility/relationship from/with the Assembly
- Less operational direction; and, to provide leadership as more strategic organization
- Provide policy in the best interest of CBJ
- Adjudicate appeals and buffer complaints
- Conduit for users groups
- To assume a greater role in the management of leases
- Oversight of management & budget
- Trust committee work
- Plan for execution of current projects
- Provide a Docks & Harbors vision for 2020/2030 and beyond

After a short respite, Mr. Uchytil presented a power point which included the Docks & Harbors financials which was presented to the Assembly as well as a summary of current projects. This power point will be available on the www.juneau.org/harbors website.

After another respite, Mr. Jardell provided a cursory overview of funding opportunities available to the enterprises. For planning purposes, Docks & Harbors should not anticipate State of Alaska funding for the next decade. Most likely, the State Harbor Grant matching program will remain but funded only at the Tier I level. It was suggested that there may be an opportunity to leverage the proposed CBJ Revenue Bonds required for the new cruise ship berth/seawalk projects to include financing the final phases of the Statter Harbor master plan. Additional options for funding Docks & Harbors projects include:

- User fees
- Federal Funds (i.e. TIGER grant)
- Marine Passenger Fees
- Port Development Fees
- State Passenger Vessel Excise Tax
- 1% Sales Tax
- Revenue Bonds

Mr. Gillette summarized potential projects which were not yet presented in the overview of ongoing initiatives, these included:

- Aurora/Harris Harbor Master Plan
- Auke Bay Master Plan (including harbor expansion)
- Douglas Harbor Master Plan
- Explore North Douglas Island Plan
- Downtown Juneau Master Plan
- Opportunities Juneau Access Road provides Out-the-Road locations
- Tideland Lease Holdings

A discussion on how to proceed with prioritization of future projects ensued. It was suggested that an action item at future Operations-Planning Committee meeting should include a project list which considers:

- Funding Source/likelihood of funding
- Scope & duration of project
- Practical considerations
- Staff thoughts on prioritization
- Impact of deferral

Chair Busch summarized the meeting and provided a list of action items which included:

- At each Operations-Planning Committee meeting including a “Strategic Visioning” item for member discussion.
- By October 2014 have begun a User Fee Review of Docks & Harbors rates.
- Develop a Position Description (PD) to manage leases.
- By the July Finance Committee Meeting provide update on lease properties and GIS opportunities.
- Charter for Committee responsibilities.
- For Finance Committee, consider opportunities to leverage state Passenger Vessel Excise Tax for projects in lieu of Marine Passenger Fees.
- For the May/June 2014 Operations-Planning Committee meetings continue the future planning ideas and prioritization of projects.
- By September 2014, develop consultant RFP for review to determine harbor patron user’s needs.

The Special Meeting adjourned at 12:02 p.m.