

CBJ DOCKS & HARBORS BOARD
REGULAR MEETING MINUTES
For Thursday, August 31, 2006

I. Call to Order.

Mr. Simpson called the meeting to order at 7:00 p.m.

II. Roll

The following members were present: Mr. Dore, Mr. Etheridge, Mr. Fisk, Ms. Jebe, Mr. Kueffner, Mr. Preston, Mr. White, and Mr. Simpson.

The following member was absent: Mr. Knapp.

Also in attendance were: Mr. Stone - Port Director and Mr. McCall – Harbormaster.

III. Approval of Agenda.

Mr. Stone handed out a modified agenda. Two items for action were moved to the consent agenda. They were: 1) Franklin Dock Tideland Lease Rent, and 2) ATS 1503 Tidelands Lease Rent. Action items # 1-3 are the same, # 4 was moved to the consent agenda, # 5 Yankee Cove Tidelands Lease Rent was removed, # 6. was moved to consent agenda, #7 remained, # 8 Seadrome Lease Lightering Prohibition was removed, items # 9-11 are the same, # 12 Intermediate Vessel Float and Steamship Wharf Repairs was removed, and # 13 is the same.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE AMENDED AGENDA. The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

There was no public participation.

V. Approval of Previous meeting Minutes.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE JULY 27, 2006 REGULAR BOARD MEETING. The motion passed without objection.

VI. Items for Action.

Consent Agenda.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO MOVE THE CONSENT AGENDA. The motion passed without objection.

VI. Items for Action (continued).

1. Inactive Vessel Management Regulations.

Mr. Etheridge said the Operations Committee held a public hearing on August 22nd. They recommended the Board adopt the proposed amendments. They also discussed changes to the inactive zone in Douglas.

Mr. Brian Daugherty said he was representing his son Atlin Daughtery. He is asking to be grandfathered in and to leave his vessel where it is moored. This is a good use of that particular waterway – especially at a minus tide. You are getting money for a space that has little use. His son's vessel has AK numbers and can take a motor.

Mr. Chip Thoma said he was speaking on behalf of Dan Fernandez. The amendment should grandfather him in. The location in Douglas is a tight space. He can move closer to the ramp to free up some space. It does take a motor and can maneuver.

Mr. Curt Terrall said he and his wife have two of the houseboats. He went to sell one and found a glitch that said it could not stay in the harbor. One has been in the harbor since 1996 and the other since 2002. Allow us to transfer ownership. It benefits the harbor if the owner is the tenant.

MOTION by Mr. Kueffner: MOVE TO ADOPT THE AMENDMENTS TO THE INACTIVE VESSEL MANAGEMENT REGULATIONS AS RECOMMENDED BY THE OPERATIONS COMMITTEE AND TO FORWARD THE REGULATIONS TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY. Mr. Preston seconded the motion.

The motion passed 7 to 1 with Mr. Dore voting against the motion.

Mr. Stone said the Operations Committee discussed changing the inactive zone area in Douglas. Mr. Simpson said the area was designated by mistake on the old drawing because of where it showed the gangway. The Committee discussed extending it 60 feet on the other side of the gangway. There are two houseboats there that probably cannot get under the gangway.

MOTION by Mr. Preston: MOVE TO AMEND THE DOUGLAS DESIGNATION TO INCLUDE THE 60 FEET NORTH OF THE GANGWAY. Ms. Jebe seconded the motion.

Mr. McCall said there are two other vessels north of the 60 feet that have declared themselves inactive and were assigned moorage. They may have to move to an inactive area or get on the waitlist for a stall.

The motion passed 7 to 1 with Mr. Kueffner voting against the motion.

VI. Items for Action (continued).

2. Vessel Insurance Regulations.

Mr. Etheridge said the Operations Committee held a public hearing on August 22nd. They changed the document submission requirement from a “broker’s certificate of insurance” to “proof of current marine insurance”.

Mr. Stone said he changed it from “Vessel Insurance Requirements” to “Vessel Salvage and Disposal” and added clarifications regarding what the funds collected would be used for and that the regulation does not relieve an owner from the responsibility to pay fees as set out in Title 85.

Mr. Kueffner asked to change the last phrase where it says “or to obtain and maintain marine insurance” to “and does not constitute marine insurance”. **There was no objection.**

The Board discussed the insurance proposal.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO FORWARD THE AMENDED REGULATION TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY. The motion passed without objection.

3. Objectionable Emissions and Vessel Repair.

Mr. Etheridge said the Operations Committee held a public hearing at their August 22nd meeting and recommended the Board adopt the regulation.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO ADOPT REGULATIONS FOR OBJECTIONABLE EMISSIONS AND VESSEL REPAIR AS RECOMMENDED BY THE OPERATIONS COMMITTEE AND TO FORWARD THE REGULATIONS TO THE CITY ATTORNEY FOR PRESENTATION TO THE ASSEMBLY. The motion passed without objection.

4. Proposed Amendments to Small Boat Harbor Fees and Charges Regulation.

Mr. Preston said the Finance Committee discussed this at the meeting on August 24th. There will be public hearings at the Finance Committee’s September and October meetings and at the Board’s September and October meetings with final action at the October meeting (which is scheduled for November 2nd). The Committee made the following changes to the draft: 1) The IVF and Statter reservation moorage rate was changed from \$1.50 per foot per day to \$2.50 per foot per day for vessels 65 feet and over. 2) The downtown monthly rate was reduced from \$3.75 per foot per month to \$3.60 per foot per month. 3) A prepay discount of 5% was added for patrons that pay 12 months of moorage in advance in downtown or at Auke Bay.

VI. Items for Action (continued).

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO PROPOSE THE AMENDMENTS TO THE SMALL BOAT HARBOR FEES AND CHARGES REGULATIONS AS RECOMMENDED BY THE FINANCE COMMITTEE AND TO HOLD PUBLIC HEARINGS AT THE SEPTEMBER AND OCTOBER FINANCE AND BOARD MEETINGS AND TO TAKE FINAL ACTION AT THE OCTOBER (NOVEMBER 2ND) BOARD MEETING. The motion passed without objection.

5. Proposed Lease for Fractions of Lots 9B and 13B, Block 83, ATS 3.

Mr. Etheridge said the Operations Committee reviewed the lease at their last meeting and recommend the Board approve the lease.

Mr. Simpson said the property is known as People's Wharf.

MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE CITY ATTORNEY PREPARE AN ORDINANCE FOR ASSEMBLY ACTION AUTHORIZING A TIDELANDS LEASE FOR FRACTIONS OF LOT 9B AND 13B, BLOCK 83 OF ATS 3. The motion passed without objection.

6. Harbor Maintenance and Repair Term Contract.

Mr. Fisk said the CIP recommended at their last meeting that the Board approve the contract.

Mr. Stone said there were a lot of questions regarding how the contract works. He provided a sample contract, which was for time and materials. We will provide for that but also provide the ability to give someone a set of plans and specifications, obtain a price based upon estimated hours, agree to that price and pay that for the work. The Board needs to approve awarding the bid. The next step would be to execute a contract.

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO APPROVE AWARDING THE BID FOR \$85 PER HOUR TO SOUTHEAST REMODEL.

The Board discussed the contract with Mr. Stone. He explained the contract would be issued as a result of awarding the bid. Each specific project will be subject to a project agreement. It is for one year, NTE \$100,000, with the ability for three one year extensions.

The motion passed without objection.

VI. Items for Action (continued).

7. CBJ Comprehensive Plan Update Comments.

Mr. Fisk said this was discussed at the CIP Meeting. They passed the draft comments to the full Board for consideration. They recommend Mr. Stone sign the draft as send it to Mr. Pernula as written.

The Board members commented on the draft.

MOTION by Mr. Fisk: ASK UNANIMOUS CONSENT TO DIRECT THE PORT DIRECTOR TO FORWARD THE COMPREHENSIVE PLAN UPDATE REVIEW OF PLAN POLICIES AND IMPLEMENTATIONS COMMENTS AS DRAFTED. The motion passed without objection.

8. Port Engineer Reclassification and Recruitment.

Mr. Simpson said the Personnel Department proposed reclassifying the Port Engineer position from a range 23 to a range 22. We have had some difficulty getting qualified applicants for the job at the range 23 salary. He wrote a draft memo to the Personnel Department and City Manager objecting to the reclassification.

The Board discussed the issue of reclassification.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO RECOMMEND SENDING THE CHAIR'S MEMO TO KEEP THE CLASSIFICATION AT THE EXEMPT STATUS. The motion passed without objection.

VII. Items for Information/Discussion.

There were none.

VIII. Committee & Board Member Reports.

1. Operations Committee – August 22, 2006.

Mr. Etheridge said the Seadrome lease lightering prohibition would be discussed at the next meeting. At the last meeting, they discussed public notice to harbor patrons. It was decided to put a separate bulletin board at each harbor for harbor operations and notices. They discussed abandoned vessels at Taku Harbor.

The Board discussed the issue of abandoned vessels at Taku Harbor and discussed regulations for time restraints. This item was put on the Operations Committee agenda.

VIII. Committee & Board Member Reports (continued).

2. Finance Committee – August 24, 2006.

Mr. Preston said they discussed having the Parks and Recreation Department take over maintenance at Wayside Park. Mr. Stone gave a utilization report of the cruise ship areas. They discussed use of the brickyard area for public parking during the off-season. One concern raised was regarding oil on the bricks. If the public uses it, how will it be maintained? An individual sent in a letter regarding selling his boathouse. Mr. Stone sent him a letter stating that we are interested in exercising our right of first refusal

3. CIP/Planning Committee – August 29, 2006.

Mr. Fisk said he attended the Assembly Lands Committee on Monday. One item they discussed was putting a launch ramp at Auke Lake. He also mentioned to the Lands Committee about the article in the paper regarding tearing down the Support Building. We had conceptual work done on cruiseship dock configurations. He thought the question of what our role should be in prompting the return of mainline ferry service back downtown be put on the CIP Committee agenda.

Mr. White asked about the plastic docks. Mr. Fisk said the CIP Committee discussed anchoring them to use for work floats.

The Board took a short recess from 9:15 to 9:21 p.m.

IX. Port Engineer's Report.

The Board will go into Executive Session at the end of the meeting to discuss the applicants for the Port Engineer's position.

X. Harbormaster's Report.

Mr. McCall said he would be going on vacation next week. He will be back to work a week from Tuesday.

XI. Port Director's Report.

Mr. Stone said September 26th is the Planning Commission Meeting. They will be discussing the Auke Bay Loading Facility. The CBJ Parks Director has suggested that a Parks and Recreation Advisory Committee member attend the Board Meeting and have someone from the Board go to their meetings. Mr. Simpson suggested we notify them regarding our CIP/Planning Meetings and give them copies of our agendas so they can come to the meeting if there are items of interest. Mr. Stone said DOT is awarding us \$800,000 for the Douglas Breakwater construction. The new computer system change over will be on October 1st.

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XII. Committee Administrative Matters.

1. Meeting Calendar for September 2006.

Operations Committee – September 19, 2006 at 5:00 p.m. at the Aurora Office.

Finance Committee – September 14, 2006 at 5:00 p.m. at Assembly Chambers.

CIP/Planning Committee – September 26, 2006 at 5:00 p.m. at Assembly Chambers.

Board Meeting – September 28, 2006 at 7:00 p.m. at Assembly Chambers.

2. Executive Session.

MOTION by Mr. Etheridge: ASK UNANAMOUS CONSENT TO GO INTO EXECUTIVE SESSION TO DISCUSS HIRING FOR THE PORT ENGINEER POSITION. The motion passed without objection.

The Board went into executive session at 9:35 p.m.

The Board came out of executive session at 10:02 p.m.

XIII. Adjournment.

MOTION by Mr. Dore: ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING. The motion passed without objection.

The meeting was adjourned at 10:03 p.m.