

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING MINUTES
For Thursday, June 29th, 2023

- A. **Call to Order** – Mr. Etheridge called the meeting to order at 5:00 p.m. in City Hall Room 224 & Zoom.
- B. **Roll** - The following members were in attendance in CBJ Room 224 or via zoom, James Becker, Debbie Hart, David Larkin, Mark Ridgway, Annette Smith, and Don Etheridge.

Absent – Paul Grant, and Matthew Leither.

Also in Attendance – Matthew Creswell – Harbormaster, Matthew Sill – Port Engineer, and Teena Larson – Administrative Officer.

C. **Approval of Agenda**

MOTION By MR. RIDGWAY: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

D. **Public Participation on Non-Agenda Items** - None

E. **Approval of Minutes**

1. Approval of May 25th, 2023 Board minutes

Hearing no objection the May 25th meeting minutes were approved as presented.

F. **New Business**

2. Transfer of \$1.5M from Aurora CIP to Statter Harbor CIP - Corrected

Mr. Sill said this is a routine money transfer. The money to pay for Aurora Harbor Phase III becomes available at the beginning of the fiscal year (next week), but we needed to award the bid about two months ago now. In order to make the award, we borrowed the \$1.5M from the Statter CIP. This transfer will return the money to the Statter Harbor CIP after we receive the money from the 1% sales tax special election.

Board Questions - None

Public Comment - None

Board Discussion & Action

MOTION By MR. RIDGWAY: TO TRANSFER \$1,500,000 FROM CIP H51-125 AURORA HARBOR IMPROVEMENTS TO CIP H51-108 STATTER HARBOR IMPROVEMENTS PHASE III AND ASK UNANIMOUS CONSENT.

Motion was approved with no objection.

G. **Items for Information/Discussion**

3. DIPAC Property Line – Nonconformance

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Mr. Sill said staff has been trying to acquire the tideland adjacent to DIPAC since 2008. The process with the State took a long time and then in 2020 we hired a surveyor to complete the survey and complete the process of transferring the property to the City. Staff has been going back and forth with CDD because they were under the impression that DIPAC owns the property and our creation of the leased parcel seaward of DIPAC would create an illegal lot because the buildings are partially on City property and partially on private property. CDD was telling staff that D & H needed to sell the property to the adjacent land owner. However, we are the adjacent land owner and that simplified everything. We are moving forward and hopefully will have the property transferred in about a month. At that time we will consolidate the three parcels and make one large parcel.

Board Discussion

Mr. Ridgway asked if the lease is consolidated, is it an amendment to the existing lease or a new lease?

Mr. Sill said he will work with CBJ Law about that.

Public Comment - None

4. Downtown Safety Rail - Correspondence

Mr. Creswell said this has been an ongoing discussion. The downtown seawalk does not have safety rails on it. Up until 2016 and 2017 this was a working waterfront and a safety rail would have been impractical with the ships tying up. Now that the ships are moved out, from the CT dock to Marine Park is not longer a working waterfront. D & H has seen with the increased congestion there is a definite safety need for a safety rail. He said he has watched on camera footage two people fall to their death off the seawalk. This could have been prevented if there was a safety rail. The letter in the packet was drafted at the request of the Board to the Assembly to help the process along. The letter is requesting marine passenger fees but D & H is considering using \$500,000 of our own funds to start the railing. The railing will be just like the one recently installed for the deckover project.

Board Discussion

Mr. Ridgway said the only thing that is missing from the letter is how many deaths have occurred due to no safety rail. He commented it may be more impactful to the Assembly to have that information in the letter.

Ms. Smith asked if the safety rail was going to be installed on the entire length of the seawalk?

Mr. Creswell said starting at the north end of the seawalk at Marine Park, we currently have 90' of safety railing at the new deckover, and then there is no safety rail until the approach dock at the AS and then no railing again until you get to the CT approach dock.

Ms. Smith commented that she knows several people that love to dive off the docks and swim in that area. That is a big reason why she wanted the lightering dock put back in. It seems like this is trying to block off any access to the water to anybody. She is not sure

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this is the right thing to do. She is unaware of the deaths and if they were intentional. She is not sure to block that area so people can no longer fish there or swim there. Right now, the canoes and small boats can't come in to the place they used to dock and go shopping. She is not comfortable with that. She understands the risk and there is always a risk.

Mr. Ridgway said he is a huge supporter of the lightering dock, the height of the seawalk to the water is the issue here. He asked how high the railing is going to be?

Mr. Creswell said he believes it is 36" to the top of the bull rail. All the emergency ladders still remain in place and ability to get out of the water. This is just to protect people from tripping and falling over the seawalk.

Ms. Smith asked if all the deaths were from trip and falls?

Mr. Creswell said he has been here for seven and a half years and the two deaths he witnessed on camera was from trip and falls. The two were in the night and possibly not in there right mind.

Mr. Larkin commented that these safety rails was his number one thing coming on the Board. These are not security fences but safety rails. This will prevent deaths. He supports having in the first paragraph of the letter, "due to the deaths because there is no railing," and have the Assembly say no now. He believes this is very important.

Mr. Becker commented that he knew of three deaths but that was over many years. Intalling a safety rail here will stop a person who trips from falling off the Seawalk.

Mr. Etheridge said the Board's mission tonight is whether to accept the drafted letter or make changes to the letter.

Mr. Ridgway said he would like to see the changes and recommended to put this on the next full Board meeting as an agenda action item. He does not want to limit access to the water but provide safety.

Mr. Etheridge asked if the Board wanted to include information about the deaths in the letter?

Ms. Smith asked if this needs to be an action item. She said she believes it is clear that the letter needs to address the deaths.

Mr. Etheridge said the Board can direct staff to add the information about the deaths.

Ms. Hart said this is very important and she is supportive of the letter. She would like the information on the deaths included.

Mr. Ridgway commented that when adding the information on the deaths, lead in with that we do not keep track but we do know of x amount of deaths.

Mr. Larkin said he would encourage all members of the Board sign the letter to be more impactful.

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Ms. Smith commented that when she has been diving in this area, she has found four human skulls that she turned into the police.

Mr. Ridgway left the meeting at 5:26pm.

Mr. Creswell said he will contact the Chief of Police to see what data they have for the deaths off the seawalk.

Public Comment - None

5. Annual July Board Meeting - Preparation

Mr. Etheridge said at next month's meeting we will have the election of officers again. At that meeting, the Board will elect a Board Chair, Board Vice-Chair, Operations Chair, and Operations Vice-Chair. The liaisons will be appointed to attend the different Committees that we are part of. This will be for the Assembly Lands Committee, and the South Douglas/West Juneau Committee. He wanted the Board members to think about this and come with nominations for these seats. The next Operations meeting will stay the same but at the next Board meeting is when the changes will take affect.

Board Discussion

Ms. Smith asked if all the current Chairs and Vice-Chairs are still on the Board?

Mr. Etheridge said all except our Operations Vice-Chair Mr. Larkin.

Public Comment – None

H. Committee and Member Reports

Mr. Etheridge said one of our fellow Board members will be leaving us and presented a D & H hat to Mr. Larkin for his service.

1. Operations Committee Meeting Report - None
2. Assembly Lands Committee Liaison Report - None
3. South Douglas/West Juneau Liaison Report - None
4. Member Reports - None

I. Port Engineer's Report –

Mr. Sill reported –

- Aurora Harbor Phase III - Next week will be our pre-construction meeting and that is when we will find out when our float fabricator can complete our floats. This will tell us if we can start the project in early winter or early spring.
- Harris Harbor Security Gate – He is working with our Term Contractor, he is making a list of the dimensions and the features that are needed in the gate. After he has a good sense of the size and what is needed he will solicit quotes and we are hoping to get something constructed through our term contractor.
- Douglas Harbor Lights – Staff recently had a new light installed at the top of the launch ramp at Douglas Harbor. This has been a safety concern that has been brought to us for years for deer hunters in the winter. Our term contractor was able to use a street light that was left over from another project to help keep the cost down.

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Ms. Smith asked if this was motion activated.

Mr. Sill said it has a light sensor.

- Douglas parking lot area lights – We have Morris Engineering putting together a small bid construction package that will allow us to put two light poles to illuminate the two gangways at Douglas Harbor. This will be completed as cheaply as possible to get some lights due to safety concerns.
- Douglas Lighting Conceptual Design – Morris Engineering is in the early planning stages for a conceptual design for lights in the uplands of Douglas Harbor. Staff hopes to get a general cost for this project.
- Wayside Park – Staff is moving forward with the dredging for this site. This was made possible from the 1% Sales tax funds. He has requested a cost proposal from PND Engineers to perform a condition assessment and recommendation for repairs needed on the float itself. After we receive the condition assessment we will go out with a dredging plan for the project. Staff is also working with DIPAC to see when their dredging will occur and possibly have them done the same time.
- Aurora Harbor Phase IV Grant Application – This will be due in about a month. Because we have not finished the last grant, we have requested a waiver to be able to apply for this grant. We have not been granted a waiver but staff will apply and hope for the best. Our term contractor, DOWL will help with this grant application.
- He and Mr. Uchytel was on action line yesterday and they talked about Aurora Harbor, Douglas lights, new Board members, and the meetings he and Mr. Uchytel have been having with AELP and various industry personnel regarding cruise ship dock electrification. The purpose of the meetings is so we are able to put out a RFB package with the correct knowledge of what we need, and what the industry looks like.
- Marine Park Deckover Capstan remodification – With the new capstan, the Longshoreman have identified a safety concern and Trucano Construction will be starting next week to reconfigure how things are laid out on the dolphin to make their job a little safer and easier.

J. Harbormaster's Report

Mr. Creswell reported –

- Rate Study Fee Increase - Ms. Larson worked to get all the rate study pertinent information on one page on our website. This includes the trifold and all information so we can be clear and transparent.

Ms. Smith asked if the trifolds will be put on the boats in the harbor?

Mr. Creswell said that has not been discussed .

- The Port is absolutely crazy busy right now - Last Tuesday was the busiest cruise ship day in the history of Juneau. There was upwards of 22,000 passenger in town not including crew. All Tuesdays will be close to the same. The Port staff

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is working very hard to keep the visitor experience high at the same time embark with the security requirements. We are still not fully staffed and still hiring Harbor Technicians. We are already starting to lose some of the PTL's but we knew that and are continuing to hire. There is a bit of a management issue and he and Mr. Hinton had a meeting and they are looking at ways to make changes to how we are staffed and provide support to Mr. Hinton. At the end of this season staff will be coming to the Board for asks.

Mr. Becker commented that there was a study done that showed about 30% of the cruise passengers do not leave the ship. He did not notice the crazy amount of people on South Franklin and was wondering if the majority of the passengers are all getting on busses and heading out of downtown or are they staying on the ship?

Mr. Etheridge said there is a constant stream of buses on loop road.

Ms. Smith asked if there was an agreement to eliminate the hot berthing?

Mr. Creswell said there is a cooperative agreements between the cruise ships and CBJ. It is primarily at a five ship limit but it really starts next year.

- The new Statter Harbor restrooms – This has been quickly identified as a cleaning challenge. These are cleaned four to five times a day. We have relocated a Port PTL person to Statter full time cleaning the bathrooms and being an ambassador on the docks. He is helping boaters find space and also tie tight when rafting out. It is still early for him to be there full time but we are seeing positive results.
- July 4th festivities – The prep is in operation. The night of the 3rd both floats will be open to the public so people can go down and enjoy the fireworks. There is a few more staff on to keep an extra eye on things for safety. On the 4th is the parade that shuts downtown down for about three to four hours.
- Impounds – There are two vessels up for sale currently. He has a list of vessels that could go into impound status over the next couple of weeks.
- Safety Ladders – The Downtown Harbors are all installed. Statter Harbor is two thirds complete. When they are all installed it will be every stall. We have put in 168 safety ladders to date throughout the harbors.

Mr. Larkin asked if they have been used?

Mr. Creswell said staff has heard they have been used. We will try to keep track on the use and see if this has saved anyone's life.

K. Assembly Liaison Report – No Report

L. Board Administrative Matters

- a. Ops/Planning Committee Meeting – Wednesday July 19th, 2023
- b. Board Meeting – Thursday July 27th, 2023

M. Adjournment – The Meeting Adjourned at 5:45pm.