

# DOCKS AND HARBORS BOARD MEETING MINUTES

August 29, 2024 at 5:00 PM

Port Director's Conference Room/Zoom Webinar



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- A. **CALL TO ORDER:** by Mr. Etheridge at 5:00pm in Port Director's Conference Room & via Zoom
- B. **ROLL CALL:** James Becker, Clayton Hamilton, Debbie Hart, Matthew Leither, Nick Orr, Annette Smith, Shem Sooter, and Don Etheridge.

**Absent:** Tyler Emerson.

**Also in attendance:** Carl Uchtyl – Port Director, Matthew Sill – Port Engineer, Matthew Creswell – Harbormaster, Ella Adkison- Assembly Liaison, and Melody Musick—Administrative Officer.

- C. **PORT DIRECTOR REQUESTS FOR AGENDA CHANGES-** none.

MOTION BY MR. SOOTER TO APPROVE THE AGENDA AS PRESENTED OR AMENDED

- D. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS-** none.

- E. **APPROVAL OF MINUTES**

1. July 25th, 2024 Board Minutes

The minutes were approved unanimously.

- F. **PUBLIC HEARING**

2. **DOCKAGE CHARGE WAIVER FOR US COAST GUARD CUTTER**

Mr. Uchtyl referenced the agenda packet, on page 15 there is a letter from Mr. Uchtyl to the Docks and Harbors Board. A ship agent from Cruise Line Agencies of Alaska (CLAA) contacted Mr. Uchtyl to inform him of the potential for a Coast Guard cutter port call in October. Due to the fiscal year change-over there is a concern that the cutter would not have enough funds to make a port call in Juneau. Mr. Uchtyl recommended that the cost of moorage for the Coast Guard cutter be waived. The waiver would only cover dockage and exclude any additional fees. The loss in revenue to Docks and Harbors would be approximately \$1,000 for the four-day port call. Mr. Uchtyl said that this offer of goodwill would help build rapport with the Coast Guard. This was not brought to the Docks and Harbors Operations and Planning Committee. If the Board chooses to support waiving moorage fees Mr. Uchtyl will contact the ship agent at CLAA.

## Board Questions

Ms. Smith asked if there would be a timing conflict with the cruise ships.

Mr. Uchtyl said that CLAA coordinates the schedule for cruise ships as well as the cutter and therefore would be responsible for navigating any conflicts in the schedule.

Public Comment- none.

Board Discussion/Action- none.

**MOTION BY MS. SMITH TO WAIVE USCG CUTTER DOCKAGE CHARGES DURING ANTICIPATED OCTOBER 2024 VISIT.**

**Motion passed unanimously.**

- G. **UNFINISHED BUSINESS**

3. Taku Harbor Repair Options

Mr. Sill referenced page 14 of the agenda packet. PND Engineers have created design options for the repair of the Taku Harbor float. The Taku Harbor float is connected to the beach by floats that were originally at Amalga Harbor and then repurposed for Taku Harbor. The floats have been in service for the last 30 years and need replacement or repair. The first design concept from PND calls for replacement of the boarding floats that typically sit on the beach with a series of three gangways. The first concept would require the least number of pilings and be most environmentally friendly. The second concept is a conventional approach dock that would entail building a wharf. The second concept would entail more pilings, timber, and steel. The third concept would replace in-kind the current design, with the floats still sitting on the beach. The first and third options are the most cost-effective. The first option would have the benefit of being easiest to install based on an environmental perspective and be the easiest to maintain. At the Operations and Planning Committee meeting there was interest expressed in moving forward with the first design concept.

Board Questions

Mr. Becker asked if individuals who have property near Taku Harbor have expressed any opinion on the potential float repair designs.

Mr. Sill said that he has not received any feedback from the public and that the design concepts have not been advertised.

Public Comment- none.

Board Discussion/Action

Mr. Sooter asked if PND had considered batters when considering constructability.

Mr. Sill said that it has been talked about and Mr. Sill has made inquiries about the ability to reduce pile count further.

**MOTION BY MS. SMITH TO SELECT OPTION 1 (ELEVATED ALUMINUM GANGWAY) AS THE PREFERRED ENGINEERING DESIGN SOLUTION TO MAKE REPAIRS TO THE TAKU HARBOR APPROACH DOCK.**

**Motion passed unanimously.**

**H. NEW BUSINESS**

4. Aurora Harbor Boat Shelter AF-21 For Sale

Mr. Uchytel said that Mr. Pusich, in following proper procedure, has approached the Board with the right of first refusal to sell his boat shelter. In the past the Board has not had an interest in purchasing a boat shelter. Typically boat shelters are sold for \$70,000 for the entire shelter.

Board Questions-none.

Public Comment-none.

Board Discussion/Action-none.

**MOTION BY MS. SMITH TO WAIVE THE DOCKS & HARBORS BOARD RIGHT OF FIRST REFUSAL TO PURCHASE BOAT SHELTER AF-21 ALLOWING MR. HENRY PUSICH TO PROCEED WITH A SALE OF SAID BOAT SHELTER.**

**Motion passed unanimously.**

**I. ITEMS FOR INFORMATION/DISCUSSION**

5. Regulations Change - Update

Mr. Creswell referenced page 21 of the agenda packet that contains the proposed regulation changes.

The proposed regulation changes are part of the annual regulation clean up that is conducted to ensure that Docks and Harbors can improve and provide clear policies. The first regulation change is to 05 CBJAC 10.040 which pertains to the permit rate of the waterfront vendor booths. During the previous recent rate increases the waterfront vendor booth permit rates have not increased. Mr. Uchytel has notified waterfront vendors of the proposed regulation change. The next proposed regulation change is for 05 CBJAC 20.010 which is to address issues with patrons who have been consistently in bad standing with Docks and Harbors. The first change under 05 CBJAC 20.010 applies to collections accounts, wherein if a patron has had a previous account sent to collections, they shall not be able to moor the same or new vessel within CBJ harbors until they have settled the collections account. Enforcement for the regulation would be to declare the boat abandoned and subject to the impoundment process. The second change under 05 CBJAC 20.010 applies to habitual offenders. If the patron has been subjected to impoundment hearing or sent to collections within the prior 24 months, they will be required to pre-pay for moorage. The third change is to the former Vessel Disposal Surcharge which has been renamed to the Uninsured Vessel Surcharge, the regulation shows up in two places 05 CBJAC 35.060 and 05 CBJAC 40.010. The new changes to the Uninsured Vessel Surcharge will allow for the rate to be lowered as per the request made by the Operations and Planning Committee. The existing proposed language also allows for the rate to be increased by the Docks and Harbors Board. The changes in the rate for the Uninsured Vessel Surcharge would occur at the beginning of the fiscal year, on July 1<sup>st</sup>. Mr. Creswell said that he anticipates the rate of the Uninsured Vessel Surcharge to change with the year-to-year costs of vessel disposal. The final regulation change is to 05 CBJAC 45.050 which pertains to the Auke Bay Loading Facility which seeks to codify the existing policy of the facility. Two hours of free moorage is available at the Auke Bay Loading Facility with a reservation, moorage without a reservation regardless of time spent at the dock, will result in a charge of a full day of moorage.

#### Board Discussion/Public Comment

Mr. Becker asked if there is enough signage at the Auke Bay Loading Facility for boaters who are unfamiliar with the facility to understand the reservation policy?

Mr. Creswell said that there is very large signage at the facility.

Ms. Smith asked if there is an auto increase for the rate of the waterfront vendor booth permits and if it is tied to the consumer price index?

Mr. Creswell said that the regulation for waterfront vendor booth permits is not set up to be adjusted with the consumer price index.

Mr. Hamilton asked if the regulation changes will be voted on together or separately.

Mr. Uchytel said that the regulation changes will be voted on separately. Once approved by the Board then there will be a public hearing.

#### 6. Use of Little Rock Dump by Juneau Eagles (Paraglider Club)

Mr. Uchytel referenced the last page of the agenda packet that shows an aerial overview of the Little Rock Dump. The Juneau Eagles is a local paragliding club who has agreements with CBJ to have landing sights throughout the city. The Juneau Eagles are requesting the ability from Docks and Harbors to use the top of the Little Rock Dump as a landing location. CBJ Lands and Resources maintains a list of locations used by the Eagles for landing. The Eagles have provided proof of ample insurance. If paragliders land in unauthorized locations JPD can ticket. Docks and Harbors do not have any conflicts with the Eagles' use of the site. Currently there are 40 members of the Eagles and 10 very active members. One request from the Eagles was permission to clear the alders to improve landing, according to Lands, a permit must be obtained before cutting any tree on CBJ property. Docks and Harbors may offer a half-acre of commercial storage in the southeast corner of Little Rock Dump; however, there are not official plans for the storage project. Clean up of the lot from Dr. Eichman and the bone yard from

Docks and Harbors will need to occur for surveying to be conducted on the property. Once surveying and clean-up of the property is complete then Docks and Harbors can plan construction for the commercial fishing storage. The storage project would not have any conflicts with the Juneau Eagles.

Board Discussion/Public Comment

Mr. Etheridge said that Little Rock Dump would be an ideal location for commercial fishermen to have container storage.

Ms. Smith asked if the Eagles require the area requested for landing to be blocked off? Would public access be blocked?

Mr. Uchytel said that paragliders oftentimes are unable to plan where they land, this would give paragliders approval to land and not require any land to be blocked off. No access to the public waterfront would be blocked off.

Mr. Leither asked if Docks and Harbors would have any liability with the Juneau Eagles use of the property?

Mr. Uchytel said that when meeting with the Eagles they said that there would not be any liability for Docks and Harbors.

Mr. Becker said that the offering storage for commercial fishermen could provide a large opportunity for Docks and Harbors.

Mr. Leither asked if commercial fishermen would be providing the storage or Docks and Harbors.

Mr. Etheridge said that the commercial fishermen would provide Connex storage containers.

Public Comment

Nate Gary, Juneau AK

Mr. Gary said The Eagles carries 1 to 2 million-dollar insurance policy that has been held for the last 40 years.

7. FY25 Board Goals/Potential Retreat

Mr. Uchytel said that at the last Board meeting a retreat for Board members was discussed. In the past the Board has done two-day retreats or broken the retreat apart into multiple weekends. The last retreat was led by Lacy Derr who discussed navigating rate increases. Last year there was no Board member retreat. Mr. Uchytel said that three of the current Board members have not participated in the retreat. The retreat topic will be determined by the Board. Mr. Uchytel asked the Board to determine what appropriate action should be taken going forward.

Board Discussion/Public Comment

Ms. Smith said that in the past retreats have helped to bring new Board members up to date with current Docks and Harbors projects, topics, and plans.

Mr. Becker said that it is time to review projects and create a priority list.

Mr. Leither said that he would be appreciative of a retreat to review the financial responsibilities of the Board and regrouping relating to projects. Mr. Leither said that he does not see the need for a large-scale retreat.

Ms. Hart asked if Mr. Uchytel had any recommendations that would work well with staff to conduct the Board retreat.

Mr. Uchytel said that in the past the retreat has occurred in the October-November time frame. Mr. Uchytel said the fall would work better than spring of 2025 due to other anticipated conflicts. Current Docks and Harbors projects are as follows: Auora Phase IV, Wayside Park dredging, Taku Harbor float

project and Statter Harbor Phase IIID. Other projects that are waiting for grant funding include: Aurora Harbor Drive Down Float (PIPD and ADOT Harbor Facilities Grant), EPA Cruise Ship Dock Electrification, DOT Harbor Facilities Grants, and Sport Fish Grant for Taku Harbor.

Mr. Leither asked Mr. Uchytel about hunter access in Echo Cove.

Mr. Uchytel said that in Echo Cove Docks and Harbors is a ramp without floats. Territorial Sportsmen made a recommendation to Docks and Harbors to install a float.

Mr. Uchytel said that at the next Board meeting he will present ideas, subjects, and locations for the Board retreat.

Ms. Smith asked for the retreat to be more informal.

**J. COMMITTEE AND MEMBER REPORTS**

**1. Operations Committee Meeting Report**

Mr. Sooter reported that his first meeting as chair of the Operations and Planning Committee went well and that he does not have any further information to report.

**2. Assembly Lands Committee Liaison Report**

Mr. Becker reported that seven new parcels have been designated for development in a report given by the Lands Director.

**3. South Douglas/West Juneau Liaison Report- none.**

**4. Member Reports-none.**

**K. PORT ENGINEER'S REPORT**

**Mr. Sill reported-**

- Wayside Park dredging- Permits have been submitted for the project and are expected to be returned in early October. Bidding for the project is anticipated to occur in mid-October. A special meeting from the Docks and Harbors Board will be required for bid approval to have all the required documents for the Assembly's October meeting for final approval. Dredging will be performed in November-December with the final project day being January 15<sup>th</sup>, 2025. The project schedule is dependent on DIPAC's fish pen schedule. The earliest DIPAC has put fish in the fish pens is January 15<sup>th</sup>. If something goes wrong with the timing, dredging will be moved to the fall of 2025. The consultants for the project have said to anticipate a small exclusion zone for marine mammals. Sunflower Sea Stars are scheduled to be added to the endangered species act soon, most of the existing population is in Alaska. Docks and Harbors will be performing dive surveys of the dredge and disposal sights for the Sunflower Sea Stars. The agencies have informed Docks and Harbors that if Sunflower Sea Stars are not found in the initial survey that additional surveys during the dredging will not be necessary.
- Taku Harbor- Consultants are working on permitting and field survey concepts. Cost estimates are being prepared for the design selected. Docks and Harbors has \$750,000 from the Assembly through the 1% sales tax which will be used a match funds for a 25%-75% grant from the State of Alaska. Docks and Harbors is waiting to pay for the design until the grant is signed.
- Aurora Phase IV- The permit application has been under review for the last month. PND has performed a survey of the north side of the basin in Auora Harbor. Mr. Sill has started working on the design package for bidding, project bidding is anticipated to occur in the December-January timeframe. Morris Engineering is under contract for electrical design. Mr. Sill is doing the site plans and float designs. PND has done a survey of the gangway at the north end of Auora Harbor, the condition assessment indicated that it will need to be demolished. PND will design a new approach dock, the fire suppression system and water system. Construction is anticipated to begin in late summer of 2025 and be

completed by the end of 2025. Existing waitlists will consume the new fingers that are part of the design.

- Visitor Center Kiosk- The large windows in the Visitor Center Kiosk are single hung vertical sliders. The windows stick and are difficult to use by volunteers. The windows are going to be replaced with horizontal sliders.
- Expansion Joint Brickyard- The expansion joint is getting worn out under the Brickyard and needs to be replaced. Mr. Sill will be meeting with term contractors to discuss replacement next week. As soon as cruise ship season has ended the project will begin.
- Statter Harbor Phase IIID- The project will finish the parking tour lot via paving and landscaping. This project will also complete the Sea Walk plans for the path from the launch ramp to the old parking lot. Staff are experimenting with different layouts for the paving of the lot.

**L. HARBORMASTER'S REPORT**

**Mr. Creswell reported-**

- Salmon Derby- Successful with the Auke Bay weigh-in station at the Auke Bay Loading Facility for the third year in a row.
- King Crab Opener- Busy at the launch ramp with one side of the launch ramp designated going out and one side for putting vessels in. No negative complaints from patrons.
- Crane at Auke Bay- The crane closest to the AGS side is inoperable due to a break issue. The parts are difficult to obtain, and the staff is looking for solutions.
- Douglas Launch Ramp- A couple of potholes at the top of Douglas Launch Ramp are scheduled to be filled this week.
- Harbor Vehicles- Two new Docks and Harbors vehicles are going to be picked up by Mr. Creswell and Mr. Norbryhn next week.
- End of Season- Cruise ship docks are steady with an anticipated two more weeks of full season before a noticeable slow down. Harbors are beginning to slow down with the end of the season.
- Christmas Party- The annual Christmas party is being planned for the 7<sup>th</sup> of December at DIPAC.

**M. PORT DIRECTOR'S REPORT**

**Mr. Uchtyl reported-**

- Harris Harbor Gate- The project is still in progress due to technical issues that will be resolved soon. When the gate slams shut the door lock makes it difficult to unlock with the key fob. Mr. Sill will be working to make sure the gate door doesn't slam.
- Army Corps of Engineers Charette- The planning charette with the Army Corps of Engineers for the new Statter Harbor floating breakwater will occur the week of September 23<sup>rd</sup>. Mr. Uchtyl is waiting on the agenda for the planning meeting and then will send it out via the Tide Line and Harbor Board. The Waterfront Collaboration Group will be invited to participate in the charette.
- Hosting the Maritime Administration Staffers and Congressional Delegates from DC to show freight facilities in Juneau.
- Boat Shelter Replacement- The Request for Information (RFI) period is open until October 1<sup>st</sup>. There have already been responses to the RFI to build a new boat shelter in the vacant location at Aurora Harbor.
- End of Season Meeting- September 26<sup>th</sup> will be the end of season meeting for tourism group operators. This meeting will be for the waterfront vendors, loading zone permit operators, and Statter Harbor operators. This meeting will provide the opportunity to receive feedback on what went well during the season and what can be done to improve for next season.

**N. ASSEMBLY LIAISON REPORT**

**Ms. Adkison reported-**

- Emily Wright has been selected as the new City Attorney.
- Flood recovery is the primary focus of the Assembly currently.

**O. BOARD ADMINISTRATIVE MATTERS**

- a. Ops/Planning Committee Meeting - Wednesday September 18th, 2024
- b. Board Meeting - Thursday September 26th, 2024

**P. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.gov](mailto:city.clerk@juneau.gov).