



DOCKS AND HARBORS OPERATIONS MEETING MINUTES

March 20, 2024 at 5:00 PM

City Hall Conf. Room 224/Zoom Meeting

- A. CALL TO ORDER:** Mr. Grant called the meeting to order at 5:00pm in CBJ Room 224 and via Zoom.
- B. ROLL CALL:** The following members attended in person or via zoom meeting; James Becker, Don Etheridge, Paul Grant, Matther Leither, Shem Sooter.
- Also in attendance: Carl Uchtyl – Port Director, Matthew Sill – Port Engineer, Matthew Creswell – Harbormaster, and Teena Larson – Administrative Officer.
- Absent: Annette Smith, Mark Ridgway, and Debbie Hart.
- C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES – No Changes**
- MOTION By MR. ETHERIDGE: 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**
- February 21st, 2024 Operations Meeting Minutes
- Hearing no objection, the February 21st meeting minutes were approved as presented.
- F. NEW BUSINESS**
- CIP Transfer (T-1074)
- Mr. Uchtyl said on page 11 in the packet is an administrative action led by the Finance Department. They take this time of year to clean up old CIP's. This will be closing out our Docks Security Stations CIP that was completed in 2020 and transfer the approximately \$15,000 to the open CIP called Weather Monitoring & Communications which is real time sensors and weather station in the Port. We have a contract with the Marine Exchange of Alaska for the weather station to install, maintain, and replace, as well as post the information on their website. We pay them for that service. This action will move the remaining funds from the Dock Security Station CIP to the Weather monitoring & communications CIP. We would then have \$30,000 in the weather monitoring CIP which we pay out approximately \$50,000 per year.
- Committee Questions - None
- Public Comment - None
- Committee Discussion/Action
- MOTION By MR. ETHERIDGE: TO RECOMMEND TO THE FULL BOARD THE ASSEMBLY TRANSFER AND CLOSE OUT \$15,536.85 FROM CIP H51-122 (DOCK SECURITY STATIONS) TO CIP H51-123 (WEATHER MONITORING & COMMUNICATIONS) AND ASK UNANIMOUS CONSENT.**
- Motion passed with no objection.
- PIDP Grant - Aurora Harbor Drivedown Float – Match Amount
- Mr. Uchtyl said on page 13 in the packet is the application for the drive down float in Aurora Harbor that we applied for last year. The grant was to remove the existing fuel float at Aurora Harbor and add a

drive down float. On page 14 is a conceptual design of what it could look like. It would be similar to what is currently at the Auke Bay Loading Facility (ABLF). The proposed drive down float for Aurora Harbor is 120' in length and the one at the ABLF is 180'. Staff did have a debrief in January, and even though we were unsuccessful with this grant, the reviewers encouraged us to reapply. This grant application is due May 10th and Mr. Uchytal said he will need to know what amount of match the Board wants to commit. We are not obligated to commit any, but last year the Board committed \$500,000 which was the amount the Board thought we could afford. The reviewers suggested maybe a larger match would help our grant application. On page 20 in the packet shows a MARAD grant opportunity worth \$450M, that is due May 10th. Page 23 in the packet explains what they are looking for in the PIDP grant. Staff has been looking through various grants. We were looking for grants pertaining to commercial fisheries, but recently pivoted to ones pertaining to movement of goods and freight. This is the angle based on the notice of funding opportunity (NOFO). PND is writing the grant for us. On page 24 in the packet talks about a small project at a small port and this is the one suggested for us to apply for. This will give us the ability to apply for \$11.25M for a small project at a small port and we believe this will be the direction we will go. On page 25 in the packet talks about the requirement regarding the obligation of funds. Docks & Harbors meets the requirements being a local government for this grant, as well as a us working with a tribal government. It also talks about joint applications. He said last year staff reached out to Douglas Indian Association and they wrote a very strong letter of support. Tlingit and Haida is willing to write a strong letter of support for this application. He said he is not against the joint application, but it gets challenging with who controls what. Page 27 in the packet talks about cost sharing and matching and the federal share may not exceed 80 percent. The Secretary may waive the requirement for a match. We only had a limited amount of match last year and that was not 20%. He said Docks & Harbors would be eligible for a DOT Municipal Grant for a portion of the match. One option would be to commit the 20% and we will be also applying for a state grant. If we are unsuccessful with the state grant, we would still need to use the committed 20% match funds from our fund balance. On page 28 shows all the various projects that are included in a PIDP grant. Page 30 talks about what an ineligible project would be and Page 31 shows the evaluation criteria for the application. The things we struggle with in our grant application is, climate change and sustainability, equity and Justice 40 which is an administrations policy that 40% of all federal grant should go to underserved communities, workforce development, job quality, and wealth creation. On page 32 is the Harbors overview budget. He said at the end of FY24 our projected actual of the available fund balance is \$4.214M. In the FY25 proposed budget, we will be taking out \$2M, which is \$1.5M for the Aurora Harbor Phase IV, and \$500,000 for the Statter Harbor Breakwater feasibility study local match. The question tonight is how much should we commit to a match knowing we have other needs in the future? He will need direction from the Board in April at the latest.

Committee Questions

Mr. Etheridge asked what the total cost of the project is?

Mr. Uchytal said we would use the entire amount of \$11.25M. That will include construction, design, and construction administration.

Mr. Becker asked what was the Auke Bay Loading Facility drive down cost?

Mr. Uchytal and Mr. Sill could not remember exact but thought it was between \$6M and \$7M.

Mr. Grant asked if the reviewers commented on our application being submitted for the movement of goods?

Mr. Uchytal said we are being innovative. They liked what we said in our application. We are a regional hub, we currently have a drive-down float at Auke Bay that serves northern Lynn Canal, other

communities such as Angoon, Kake, and Southeast. There is Lucky Me that needs to move freight and construction material. We will get Southeast Conference that has a \$50M Maricultural Grant and it can be used for mariculture development in this portion of CBJ. For fisheries, there is Taku River Reds that use our crane dock and their ice machine is located on the crane dock. It would be easier to load from a drive down float. Regarding the safety, it is safer for commercial fisherman to drive down to your vessel to load or work on your vessel. It would save time and reduce injury from elderly fisherman pushing carts around.

Mr. Becker asked if there would be privately leased space on this drive down float?

Mr. Uchytel said no.

Mr. Becker asked if the ABLF offered that?

Mr. Creswell said, on the float there is no commercially leased space. We do have a graduated rate structure for transient vessels to encourage movement. In the uplands, we do have space available for commercial parties to use for storage.

Mr. Becker asked if we would have the same situation like in Auke Bay with the M/V Lite Weight moored there permanently?

Mr. Creswell said it works well for M/V Lite Weight in Auke Bay because of the large landing ramp. He loads from the float but primarily from the landing ramp.

Mr. Leither asked if we are at a disadvantage for not putting up 20% match? Putting up 20% is \$2.25M.

Mr. Uchytel said yes. In the debrief, they would encourage the 20% match because all the grants are oversubscribed.

Mr. Leither asked for a suggestion from Mr. Uchytel on what to do regarding the match?

Mr. Uchytel said he thought it was a good idea to leverage the DOT grant and use that for half of the match. However, the DOT grant is unpredictable so you need to go in thinking you will need to come up with the full amount committed. To be competitive, you need to have the 20% match. Staff is planning a Juneau Harbors Infrastructure fair for April 3rd. The intent for this fair is for community outreach so we can check that box on our application. This is also good to show people in the community what we would like to do for support, or they could tell us this is a terrible idea.

Mr. Grant asked Mr. Uchytel what his suggestion for a match is?

Mr. Uchytel said if the Board believes this is a valuable piece of infrastructure that will serve the community well, it is wise to put in 20%. He briefed Representative Peltola on this project when he was in DC, there is a possibility she will put in an earmark for this project in the current year budget. He does not know how much the earmark will be.

Mr. Grant commented with the 20% match being \$2.25M, if we later succeed with any of the other grants we are applying for, is there a method to substitute our other grants?

Mr. Uchytel said the Representative earmark is on the federal side and you can't use federal money for a match for a federal grant. The earmark signals the reviewers that this is a project that has the support from Representative Peltola. That is not part of the match but helps our case. The state DOT grant can be used for part of the match.

Mr. Sooter asked how accurate the \$11.25M drive-down project estimate is?

Mr. Uchytel said PND will do another estimate.

Mr. Sill said the last time PND did an estimate for the drive down float was close to COVID but they did recently do a cost for steel and the majority of the drive down float project is steel. Their numbers should be close.

Mr. Grant asked if we were to go all in with the \$2.25M, what effect will it have on other budgetary considerations?

Mr. Uchytel said looking at our Harbors budget overview. It is possible we do get the ADOT grant, and it is possible Aurora Harbor phase IV will only be \$10M now. The Statter Harbor Breakwater feasibility study with inflation is going to be closer to \$4M and we will need \$2M of local match. There is an opportunity to get Tlingit and Haida to partner with the breakwater and we would be able to forgo about \$500,000 of local match. He wants to bring them in during the infrastructure fair and make them a part of the team.

Public Comment – None

Committee Discussion/Action

MOTION By MR. ETHERIDGE: TO COMMIT 20% OF HARBOR FUND BALANCE TO THE PIDP GRANT APPLICATION FOR LOCAL MATCH AND SEND TO THE FULL BOARD FOR DISCUSSION AT THE NEXT MEETING AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

Mr. Becker had to leave the meeting at 5:36pm.

Mr. Creswell called Ms. Hart to see if she was able to attend via zoom and she did not answer.

The meeting ended due to no quorum. The following items were not discussed.

4. ~~Auke Bay Loading Facility—Boatyard Trailer Procurement Presentation~~

~~Committee Questions~~

~~Public Comment~~

~~Committee Discussion/Action~~

~~MOTION: TO DIRECT STAFF TO COMMENCE A PROCUREMENT PROCESS TO ACQUIRE BOATYARD TRAILER FOR USE AT AUKE BAY LOADING FACILITY WHICH WILL INCLUDE EXPENDITURES FROM FUND BALANCE.~~

G. ITEMS FOR INFORMATION/DISCUSSION

5. ~~Budget Presentation to AFC Presentation by Harbormaster~~

~~Committee Discussion/Public Comment~~

6. ~~Vessel Disposal Surcharge (VDS) Presentation by Harbormaster~~

~~Committee Questions~~

~~Public Comment~~

~~Committee Discussion/Action~~

~~MOTION: TBD~~

- ~~7. Statter Harbor Breakwater Condition & Future Plans
Presentation by Port Engineer & Port Director~~

~~Committee Discussion/Public Comment~~

- ~~8. Juneau Harbors Infrastructure Fair
Presentation by Port Director~~

~~Committee Discussion/Public Comment~~

- ~~9. Title 85 Update
Presentation by Port Director~~

~~Committee Discussion/Public Comment~~

H. ~~STAFF, COMMITTEE AND MEMBER REPORTS~~

I. COMMITTEE ADMINISTRATIVE MATTERS

Next Operations/Planning Committee Meeting - Wednesday, April 17th, 2024

- J. ADJOURNMENT – The meeting adjourned at 5:38pm due to not having a quorum.**