

**CBJ DOCKS AND HARBORS BOARD  
SPECIAL BOARD MEETING MINUTES**

**For Wednesday, November 9<sup>th</sup>, 2022**

CBJ Room 224 and via Zoom Meeting

**A. Call to Order** – Mr. Etheridge called the meeting to order at 5:00 p.m. in room 224 and via Zoom.

**B. Roll** – The following members attended in CBJ room 224 or via Zoom; Paul Grant (arrived at 5:11 p.m.), Debbie Hart, David Larkin, Mark Ridgway, Lacey Derr and Don Etheridge.

**Absent** – James Becker, Matthew Leither and Annette Smith.

Staff Present – Carl Uchtyl – Port Director, Matthew Creswell – Harbormaster, Jeremy Norbryhn – Deputy Harbormaster, Teena Larson – Administrative Officer, Kevin Dugan – Port Operations Supervisor and Nichole Benedict – Administrative Assistant.

**C. Port Director Request for agenda changes** – Mr. Uchtyl had no changes.

**MOTION By MS. DERR: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

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

**E. New Business**

1. Omnibus Regulation Changes

a. Regulation Change - 05 CBJAC 07.010 (Inactive Vessel Management)  
*(Mr. Etheridge gave the gavel to Ms. Derr and recused himself from voting on this regulation change.)*

Mr. Uchtyl spoke about the Inactive Vessel Management summary on page four in the packet. This regulation change would add the National Guard Dock to the list of CBJ Inactive Vessel Management facilities.

Board Questions – None

Public Comment – None

Board Discussion/Action

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**MOTION By MR. RIDGEWAY: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 07.010 (Inactive Vessel Management) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

b. Regulation Change - 05 CBJAC 15.035 (Reservation Charge Policy)

Mr. Uchytel said this regulation change is to require vessels making a moorage reservation for more than seven days to pay the entire stay up front. The payment would be non-refundable.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 15.035 (Reservation Charge Policy) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

c. Regulation Change – 05 CBJAC 20.050 (Residence Surcharge)

Mr. Uchytel said the intent of this regulation change is to dissuade short-term rental or leasing of a vessel. All leasing must be in excess of six months.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.050 (Residence Surcharge) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

d. Regulation Change - 05 CBJAC 20.060 (Recreational Boat Launch Fees)

Mr. Uchytel said the intent of this regulation change is allow kayak launchers to use Statter Harbor at no cost.

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Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.060 (Recreational Boat Launch Fees) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

e. Regulation Change - 05 CBJAC 20.090 (Statter Boat Harbor Bus Lower Parking Lot Permit fee)

Mr. Uchytel said this regulation change is to amend the name of the bus parking lot at Statter Harbor.

Board Questions

Public Comment

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.090 (Statter Boat Harbor Lower Parking Lot Permit Fee) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

f. Regulation Change - 05 CBJAC 20.110 (Crane Use Fees)

Mr. Uchytel said this changes previous language requiring crane usage to be paid in advance. We now use a key fob system.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.110 (Crane Use Fees) AND ASK UNANIMOUS CONSENT.**

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Motion passed with no objection.

g. Regulation Change - 05 CBJAC 20.130 (Storage Fees)

Mr. Uchtyl said this regulation change removes a lesser storage rate for patrons with reserved moorage. He said there is currently twelve patrons taking advantage of this lesser storage fee. This will increase revenue from \$250 to \$500 per month.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.130 (Storage Fees) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

h. Regulation Change - 05 CBJAC 20.160 (Parking Lot Fees)

Mr. Uchtyl said this regulation change is for Statter Harbor only. Previous language allowed for a reduced monthly parking fee in the summer. This will remove the discounted rate and make Statter Harbor parking free in the winter months.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.160 (Parking Lot Fees) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

i. Regulation Change - 05 CBJAC 20.190 (Auke Bay Loading Facility – Drive Down Float Fee)

Mr. Uchtyl said this regulation change removes the fee.

Board Questions – None

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Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 20.190 (Auke Bay Loading Facility – Drive Down Float Fee) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

j. Regulation Change - 05 CBJAC 25.060 (Summer Management)

Mr. Uchytel said this is the only regulation change that he received public comment on and the comment is on page nineteen in the packet. This change would require vessels in Statter Harbor to move every ten days for six consecutive hours. If they do not move, they will be required to pay the daily moorage rate instead of the discounted monthly rate.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 25.060 (Summer Management) AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

k. Regulation Change - 05 CBJAC 25.080 (Winter Management)

Mr. Uchytel said this regulation change is for Statter Harbor only. This would change the lottery-style winter hot birth selection process. It will give more flexibility to the Deputy Harbormaster while assigning stalls.

Board Questions – None

Public Comment – None

Board Discussion/Action

**MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY ADOPT PROPOSED CHANGES TO 05 CBJAC 25.080 (Winter Management) AND ASK UNANIMOUS CONSENT.**

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Motion passed with no objection.

**F. BOARD ADMINISTRATIVE MATTERS**

Immediately following this meeting will be the Operations/Planning Committee meeting.

**G. ADJOURNMENT** – The meeting adjourned at 5:20 p.m.