

SPECIAL ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA

July 1, 2020 5:30 PM

Zoom Webinar

webinar: <https://juneau.zoom.us/j/96316681320> or call: 1-346-248-7799 Webinar ID:
963 1668 1320 Immediately followed by Special Assembly Meeting for Board
Appointments

I. ROLL CALL

II. APPROVAL OF AGENDA

III. AGENDA TOPICS

A. Board Matters

1. Docks and Harbors Board Applicant Interviews

The Docks and Harbors Board consists of nine members appointed by the assembly to serve without compensation for staggered three-year terms. Terms shall commence on July 1. No board member, or member of a board member's immediate family or household, may be employed by the Harbors Department. To the extent possible, appointments to the City and Borough docks and harbors board shall include persons having marine, engineering, financial, or other skills relevant to port and harbor matters. No member of the docks and harbors board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened

There are currently three seats up for appointment with terms beginning July 1, 2020 and ending June 30, 2023. Two of the incumbents have applied for reappointment, the third member, E. Budd Simpson, has termed out.

Applicants/Interview Times are as follows:

5:35pm: David Larkin

5:45pm: Don Etheridge

5:55pm: Mark Ridgway

B. Other Business

1. Title 85 Authorization to Allow Reservation Management for Downtown Private Docks

IV. EXECUTIVE SESSION

A. Executive Session - Committee Deliberation

Suggested Motion:

"I move we recess into executive session to discuss matters which may tend to prejudice the reputation or character of any person, specifically to deliberate on the qualifications of applicants and ask for unanimous consent"

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org

V. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org



City and Borough of Juneau, AK
Docks & Harbors Board

Board Roster



Mark Ridgway

1st Term Jul 01, 2017 - Jun 30, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 7



Don Etheridge

1st Term Jul 01, 2017 - Jun 30, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 3



E. Budd Simpson

3rd Term Jul 01, 2011 - Jun 30, 2020

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 9



Alicia Hughes-skandijs

1st Term Oct 15, 2019 - Oct 20, 2020

No Recruitment

Appointing Authority Assembly

Position Ex-Officio

Office/Role Assemblymember

Category Assembly Liaison

Dais Seat 10



James P Houck

1st Term Jan 01, 2020 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 6



James (jim) Becker

1st Term Jul 01, 2018 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Commercial Fisherman

Dais Seat 1



Christopher S Dimond

1st Term Mar 06, 2019 - Jun 30, 2021

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 5



Bernard (bob) Wostmann

2nd Term Jul 01, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 8



Steven Guignon

1st Term Jul 17, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 4



Annette Smith

1st Term Jul 17, 2019 - Jun 30, 2022

Appointing Authority Assembly

Position Voting Member

Category Public

Dais Seat 2

Chapter 85.02 - DOCKS AND HARBORS BOARD⁽¹⁾

Footnotes:

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Charter reference— Docks and harbors board, § 3.21.

State Law reference— Port facilities grants, § 30.15.010 et seq.; boat harbor, dike, jetty, and breakwater facilities, AS 35.10.090 et seq.

85.02.010 - Board of directors.

There is established the board of directors of the City and Borough docks and harbors which shall be known as the City and Borough docks and harbors board and shall consist of nine members appointed by the assembly to serve without compensation for staggered three-year terms. City and Borough docks and harbors board members shall serve at the pleasure of the assembly. Terms shall commence on July 1. No board member, or member of a board member's immediate family or household, may be employed by the Harbors Department. To the extent possible, appointments to the City and Borough docks and harbors board shall include persons having marine, engineering, financial, or other skills relevant to port and harbor matters. Appointments to fill vacancies shall be for the unexpired term. In the event a seat has six months or less remaining to the unexpired term, the assembly, at its discretion, may choose to appoint the member to the remainder of the current term as well as to the full term immediately following the expiration date of the unexpired term. No member of the docks and harbors board who has served for three consecutive terms or nine years shall again be eligible for appointment until one full year has intervened, provided, however, that this restriction shall not apply:

- (1) If there are no other qualified applicants at the time reappointment is considered by the assembly human resources committee, or
- (2) To qualified board members serving in board seats for which a specific occupation or expertise is set forth by ordinance.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2004-08, § 10, 3-22-2004; Serial No. 2005-03(d), § 9, 6-13-2005)

85.02.020 - Organization.

The City and Borough Docks and Harbors Board shall elect annually from its members a chair and vice chair and such other officers as it deems necessary. The board may appoint such committees as it deems necessary.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.030 - Vacancies.

- (a) A vacancy in the City and Borough Docks and Harbors Board shall exist under the following conditions:
 - (1) If a person appointed to membership fails to qualify and take office within 30 days of appointment;
 - (2) If a member departs from the City and Borough with the intent to remain away for a period of 90 or more days;

- (3) If a member submits his or her resignation to the board or assembly;
 - (4) If a member fails to attend three consecutive regular board meetings, unless excused by the board;
 - (5) If a member misses more than 40 percent of the regular board meetings in a 12-month period; or
 - (6) If a member is removed by the assembly, in its sole discretion, for the convenience of the City and Borough.
- (b) For the purposes of counting attendance, a member participating telephonically in accordance with the Assembly Rules of Procedure shall be counted as present.
 - (c) The chair of the City and Borough Docks and Harbors Board shall notify the clerk's office of any vacancy on the board. Upon notification, the assembly shall appoint a new member for the unexpired term.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2005-03(d), § 10, 6-13-2005; Serial No. 2010-36, § 2, 1-10-2011)

85.02.040 - Meetings.

The City and Borough Docks and Harbors Board shall meet at least once each month at a place and time to be designated by the chair.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.045 - Coordination.

- (a) The City and Borough Docks and Harbors Board shall, no later than November 30 each year, provide the assembly with a written review of docks and harbors department operations during the preceding fiscal year. The review shall include fee schedules, revenues by source, operating expenditures, customers served, and any recommended amendments to the Downtown Waterfront Development Plan. The manager shall review and comment on the recommendations.
- (b) The board shall submit to the assembly committee of the whole at least semi-annually a report on port and harbor operations and pending issues.
- (c) The assembly shall appoint a member to serve as liaison to the board.
- (d) The board shall adopt safety policies acceptable to the City and Borough risk manager or such other officer as the manager may designate.
- (e) In emergencies, the harbor shall, to the extent necessary to resolve the emergency, be under the control of the fire chief or such other officer as the manager may designate.
- (f) Reserved.

(Serial No. 2004-03b, § 2, 3-9-2004; [Serial No. 2017-13, § 2, 6-26-2017, eff. 7-27-2017](#).)

85.02.050 - Membership in associations.

The City and Borough Docks and Harbors Board may maintain membership in any local, state or national group or association organized and operated for the promotion, improvement or assistance in the administration of port and harbor facilities and, in connection therewith, pay dues and fees thereto.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.060 - General powers.

- (a) Subject to state laws and City and Borough ordinances, the City and Borough Docks and Harbors Board shall generally exercise all powers necessary and incidental to operation of all port and harbor facilities in the public interest and in a sound business manner. In particular, and without limitation on the foregoing, the board shall:
- (1) Be responsible for the operation, development and marketing of municipally owned and operated port and harbors, including such facilities as boat harbors, docks, ferry terminals, boat launching ramps, and related facilities except as designated by the assembly by resolution.
 - (2) Adopt pursuant to CBJ 01.60 and enforce regulations necessary for the administration of the facilities under its management.
 - (3) Prescribe the terms under which persons and vessels may use the facilities and shall establish and enforce standards of operation.
 - (4)
 - (A) Within the docks and harbors appropriation and in conformity with the rates of pay established for municipal positions of similar responsibility, establish, and may amend, the pay plan for harbor employees.
 - (B) The Docks and Harbors Department shall conform to the City and Borough Personnel Management Code, the City and Borough Personnel Rules, Personnel Classification Plan, and the manager's policies relating to personnel. The Docks and Harbors Department shall utilize the services of the Human Resources and Risk Management Department when hiring or terminating any employee, when responding to grievances, in labor agreement negotiation, and in substantial disciplinary matters. The City and Borough Human Resources and Risk Management Director shall annually certify that the Harbor Department Classification Plan conforms to that utilized for employees of the manager.
 - (5) Administer and dispose of City and Borough tideland, submerged land, and other land as provided by the assembly by resolution as subject to docks and harbors board administration, subject to the following limitations:
 - (A) No sale, purchase, or trade of land shall be made without prior review by the assembly lands committee and approval by the assembly by resolution.
 - (B) Unless otherwise designated in advance by the assembly by resolution, any lease of land shall be limited to marine-related uses, and those uses accessory to tenancy on the boat harbor or use of the port.
 - (C) All land transactions by the board in accordance with this section shall be consistent with the land management plan developed under CBJ 85.02.063.
 - (i) Land shall be leased as provided in title 53, provided that the provisions of section 53.20.020 relating to a declaration of availability and identification in the land management plan shall not apply.
 - (ii) For purposes of applying title 53 pursuant to this subsection (C), any action required by title 53 of the manager may be performed by the port director.
 - (6) Shall administer the design and construction of all capital improvements on lands managed by the docks and harbors board unless otherwise specified by the assembly by resolution. The board may propose capital improvement projects to and apply for funding from state and federal agencies; provided, that such requests shall be subject to prioritization by the assembly with other municipal capital improvement funding requests prior to application for funds. The board shall, no later than November 30 each year advise the assembly of its recommendations for capital improvements to be included in the six-year capital improvement plan prepared by the manager.

- (7) (A) Shall enter into memoranda of understanding and similar agreements with public agencies for port or harbor purposes. Notwithstanding chapter 53.50, the City and Borough Docks and Harbors Board may negotiate and enter into contracts for goods and services; provided, that all legal services shall be provided by, or under the supervision of, the City and Borough Attorney, and further provided that all purchases shall be consistent with the requirements set forth in CBJ 53.50. All services provided by a City and Borough agency other than the City and Borough Attorney shall be pursuant to a memorandum of understanding or other instrument providing for payment or such other settlement as the manager and the board may approve.
- (B) Contracts for public improvements and, whenever practicable, other purchase of supplies, materials, equipment, and services, except professional services and services of officers and employees of the municipality, shall be subject to the competitive bidding and property standards and procedures established in chapter 53.50, provided that the board may, for all contracts, a class of contracts, or a particular contract, specify prior to issuance of a public solicitation that for purposes of applying chapter 53.50, all actions required thereby of the manager or the purchasing officer shall be performed by the port director, and provided further that any appeal of any protest of a contract so administered shall be from the bidding review board to the docks and harbors board and thereafter to the superior court.
- (C) All contracts and purchases exceeding \$100,000.00 shall require prior assembly approval.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2006-06, § 4, 4-3-2006; [Serial No. 2013-29, § 5, 1-6-2014, eff. 2-5-2014](#); [Serial No. 2019-19, § 5, 7-22-2019, eff. 8-22-2019](#).)

85.02.063 - Land management plan.

- (a) After public hearing and deliberation, the docks and harbors board shall draft and forward to the planning commission and assembly a land management plan. The plan shall address the retention, use, disposal, and development of City and Borough land under the jurisdiction of the docks and harbors board. After public hearing and deliberation, the planning commission shall forward its recommendation to the assembly. Recommended changes to the land management plan shall be developed using the same procedure.
- (b) Development of the land management plan, or a change to the plan, shall be guided by the following principles:
- (1) Multiple use should be encouraged;
 - (2) A sound local economy will be promoted;
 - (3) Adequate lands for public development and public use, including recreational beaches with appropriate uplands, should be reserved;
 - (4) Tidelands should be leased only for specific water-dependent and water-related uses and not sold;
- (c) In developing the land management plan to implement the policies outlined in this section, the following issues, without limitation, shall be considered:
- (1) The supply of publicly owned lands to meet public needs;
 - (2) The supply of privately owned lands to meet the private-sector needs of the community;
 - (3) The comprehensive plan, the long-term capital improvements program, and other plans adopted by the assembly;
 - (4) Restrictions created by written instruments, zoning, and state and federal regulations;

- (5) Physical, economic, resource, population and social factors affecting the area under consideration;
 - (6) Comments of the general public, affected landowners, state and federal agencies and local advisory groups;
 - (7) Ownership patterns and waterfront development plans of private landowners and state and federal agencies;
 - (8) The development and growth patterns and potentials of different areas of the City and Borough and waterfront services that may be needed as a result of that development and growth;
 - (9) The requirements of public access to and along public and navigable bodies of water;
 - (10) The protection of other public values including recreational, scenic, wildlife, and other environmental qualities; and
 - (11) Other matters which are relevant to a land use management plan.
- (d) The plan shall contain the following elements:
- (1) Proposed land acquisitions;
 - (2) A listing of those lands to be retained for public use;
- (e) The plan shall be reviewed by the Docks and Harbors Board and the Planning Commission if a major unanticipated development affecting basic assumptions occurs, and in any case at least every five years.
- (f) Any lease, disposal, or use of land shall conform to the Long Range Waterfront Plan, the land management plan adopted above, Juneau Coastal Management Plan, and all other adopted City and Borough land use plans.
- (g) Upon receipt of a land management plan or a change recommended by the Docks and Harbors Board and Planning Commission, the assembly shall consider the plan, or change, and may adopt the plan or change only after it conducts a public hearing on the matter.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.065 - Limitation on authority.

The Board of Directors of the City and Borough Docks and Harbors Board may commit the City and Borough to long-range port development or capital improvement plans or projects only as authorized in advance by the assembly by ordinance or resolution.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.070 - Reserved.

85.02.080 - Port director designated; appointment.

The chief executive officer of the municipal port and harbors shall be the port director appointed by the City and Borough Docks and Harbors Board only upon the affirmative vote of a majority of the entire board. The port director serves at the pleasure of the board. For purposes of Chapter 44.05, the port director shall have the status of a department director. The board shall establish the compensation and benefits to be provided to the port director. Personnel actions regarding the port director, including hiring, evaluation, discipline, and termination, shall be after consultation with the city manager.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2005-32(b), § 5, 10-10-2005)

85.02.090 - Duties and responsibilities of port director.

- (a) The port director is responsible for the overall supervision and direction of the operation of the municipal port and harbors. The authority and duties of the port director shall include the following:
 - (1) To be responsible for carrying out all applicable laws, ordinances, rules and regulations.
 - (2) To be responsible for carrying out policies established by the board of directors.
 - (3) In consultation with the City and Borough Personnel Director and consistent with that utilized by other City and Borough departments, to prepare and submit a plan of organization and a job classification plan for the personnel employed in the docks and harbors department to the docks and harbors board for approval.
 - (4) To prepare an annual budget as required by City and Borough ordinance.
 - (5) To select, employ, control and discharge all port and harbor employees and such other employees as the assembly by ordinance hereafter places under the supervision of the port director subject to the provisions of the City and Borough personnel ordinance.
 - (6) To prepare such reports as may be required on any phase of harbor activity.
 - (7) To attend all meetings of the board of directors and of standing committees except where otherwise authorized by the board.
 - (8) To perform any other duty that may be necessary in the interest of the port and harbor area.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.100 - Schedule of fees and charges.

- (a) The board shall, by regulations adopted pursuant to CBJ 01.60, impose a schedule of fees and charges for use of ports and harbors, and facilities designated by the assembly by resolution.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.105 - Port dues.

- (a) Every vessel carrying passengers for compensation and utilizing the port facilities, and not otherwise exempted by subsection (d) of this section, shall be assessed and pay port dues for each port visit. The port dues shall be in addition to other port facility fees and charges, provided, however, that port dues paid to the CBJ Docks and Harbors Department may be taken as a credit against port dues owed under this chapter. Port dues shall be calculated on the basis of registered net tonnage of the vessel as follows:

$$[\text{Base rate per registered net ton}] \times [\text{Registered net tonnage}]$$

= Port dues per vessel per use of port facilities

- (b) Rate schedule. The base rate per registered net ton shall be established by the city manager by regulation pursuant to CBJ 01.60 utilizing the services of an independent appraiser. The rate shall be the market rate for facilities with like amenities and services. The manager shall determine the market rate every five years, or from time to time as he or she shall determine. The market rate shall then be adjusted annually by the manager based on the Anchorage Cost of Living Index.
- (c) Port dues collected pursuant to this chapter shall be deposited in the port development fund.
- (d) Exemptions. The port dues shall not apply to:
 - (1) vessels having accommodations for 12 or fewer passengers;

- (2) vessels traveling only between the City and Borough and points within 100 miles of the City and Borough port facilities; and
 - (3) noncommercial vessels, or vessels owned and operated by the state, the United States government, or a foreign government.
- (e) Administration and disposition of port dues. The proceeds of the port dues shall be placed in the port development fund. The port development fund shall be used for projects that benefit the cruise industry as outlined in the long-range waterfront development plan as it may be amended from time to time.

(Serial No. 2005-02, § 2, 3-14-2005)

85.02.108 - Reserved.

85.02.110 - Preparation and submission of budget.

The port director shall prepare the budget in accordance with approved City and Borough procedure and format and shall submit it to the City and Borough Docks and Harbors Board for approval. The board shall modify the budget as it deems necessary and forward it to the City and Borough Manager for transmittal to the assembly. The operating portion of the budget submitted by board shall be for a self-sustaining operation without a general fund subsidy and with all harbor revenues and all interest earned thereon, and shall include reasonable additional revenues to fund harbor facilities replacements; such additional revenues shall be computed using accepted accounting principles and the estimated remaining useful life of harbor facilities owned by the City and Borough. The board may include in its operating budget projections for additional revenues to provide funds for the expansion or construction of new harbor facilities in future years as well as replacement of harbor facilities leased to the City and Borough.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.120 - Other fiscal matters.

All other fiscal matters, including custody of and expenditure of funds, accounting and collection, shall be governed by general City and Borough ordinance.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.130 - Employee relations.

Employees of the harbors shall be subject to Chapter 44.10 of this Code. For purposes of that chapter, the port director is a management employee who formulates, determines or effectuates management policies. Wherever in chapter 44.10 a duty, responsibility, or authority falls to the City and Borough Manager, such duty, authority, or responsibility shall fall to the port director. The City and Borough Docks and Harbors Board must ratify any collective bargaining agreement; provided, no such ratification may occur unless there are, or will be, adequate funds available to fund the initial fiscal year or portion thereof affected by the contract. The contract ratified by the board and the employees shall be immediately submitted to the assembly for assembly ratification under section 44.10.120.

(Serial No. 2004-03b, § 2, 3-9-2004)

85.02.140 - Reserved.

Enterprise Board Appointment Process
Docks and Harbors Board Comments
May 2020

Duties and Responsibilities of the Docks and Harbors Board Defined

The duties and responsibilities of the Docks and Harbors (D&H) Board are defined in the D&H Board Bylaws and Title 85. The Board undertook the task of reviewing and updating its Bylaws. The revised Bylaws were approved by the Assembly in June 2014.

The Board has take on the task of reviewing Title 85 and related regulations as issues arise. This is an effort to clean up language that is obsolete, redundant or ambiguous. Some issues that relate to the duties and responsibilities of the Board may be found. All suggested revisions will be forwarded to the Assembly for approval.

Overall, the duties and responsibilities of the Docks and Harbors Board are well defined.

Skills and Knowledge Sets Required

An effective Docks and Harbor Board member must have the following attributes:

Cares about what is going on with Juneau's D&H with a balanced, non-biased perspective.

Wants to be involved and is committed to helping make a difference for all D&H users and the community.

Committed to an open public process.

A good listener and active participant in Board discussions.

Capable of critical thinking.

Analytical and forward focused.

Good communication skills - both written and spoken.

Active in some aspect of maritime activity – such as boating in general, sport fishing, commercial fishing, diving, tourism, marine service and supply, marine engineering and construction, etc.

The Board is **not** well served by an individual with a personal agenda regardless of their level of knowledge or experience.

Current Docks and Harbors Board Membership (2019 – 2020)

The current members of the Docks and Harbors Board are a diverse group of long time Juneau residents. All have experience in boating and individual members have the following professional experience:

Lawyer (will be termed out in June 2020)

Retired marine construction and maintenance journeyman and tour boat captain

Downtown merchant with a day job

Government relations specialist and Legislative aid

Commercial fisherman

Owner of a tour guide company

Owner of summer seasonal operation

CFO of information technology company

Captain of whale watching charter

These Board members represent a well-rounded group that possesses the skills and knowledge needed to be an effective board. In addition to what is apparent from their resumes, each board member has gained through Board work, varying degrees of knowledge about all aspects of Juneau's docks and harbors.

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

David _____ K _____ Larkin _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

Bartlett Regional Hospital _____ Registered Nurse _____
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Residence State

Residence Postal Code

Comments

Secondary Email Address (if any)

[Redacted]

Which Boards would you like to apply for?

Docks & Harbors Board: Submitted

Are you applying for reappointment to this board?

Yes No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

N/A

Question applies to multiple boards

How many hours per month are you able to serve?

40

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

Lifelong mariner. Retired USCG, current USCG Auxiliary. Currently licensed merchant marine staff officer, former cruise line staff officer, recreational boat owner. Deep interest in having a dynamic waterfront for commercial and recreational users, including healthy and sustainable use for the cruise industry.

Please select the type of board seat for which you are applying *

General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

US Coast Guard Auxiliary, Juneau Flotilla Commander. Member, Juneau Yacht Club.

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

No board experience. 26 years military (USAF, USCG). 22 years as RN. Prior firefighter/law enforcement officer.

Education/Training: Please list both formal and informal education & training experiences:

Bachelor of Science, Nursing. Currently graduate student pursuing double masters in Disaster and Emergency Management/Homeland Security.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

US Merchant Marine staff officer.

[Upload a Resume](#)

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

Caucasian/Non-Hispanic

Gender

Male


Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Don _____ Etheridge _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

City

State

Postal Code

Primary Phone

Alternate Phone

self _____
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

Operations/Planning Committee, Dock Fee Review Comm.; [Replacing John Bush for term beginning 7/1/17. Previous Assemblymember and D&H Board Member.]

Secondary Email Address (if any)



Which Boards would you like to apply for?

Docks & Harbors Board: Submitted

Are you applying for reappointment to this board?

Yes No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Question applies to multiple boards

How many hours per month are you able to serve?

20

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

I have been very involved up grading docks and harbors infrastructure and helping with maintenance programs and funding to prolong the life of facilities because of the high cost of replacement. I have been involved with the completion of the Aurora Harbor Float replacement looking at design and funding and would like to be able to see that through. I believe that it is going to take a lot of time and effort for Docks and Harbors to recover from the long term effects from missing most or all of this up coming season do to the COVID-19 Virus. As having spent most of my life living and working out of Juneau Harbors and spent many years working on and with the board I have a lot of pride in our operation and facilities. I would like to continue working on the board to do my part to keep our docks and harbor a source of pride.

Please select the type of board seat for which you are applying *

General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

none

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

10 years on SAGA, 11 Years Docks & Harbors, 3 years CBJ personal Board.

Education/Training: Please list both formal and informal education & training experiences:

I worked 25 years for the Alaska Marine Highway doing shore maintenance. I have spent my life working on docks and boats of all kinds.

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

200 ton Captains Licenses

[Upload a Resume](#)

Demographics

The following *optional* information is requested so appointments to boards and commissions reflect the diversity of individuals within the community. If you are applying for a board with age criteria such as the Juneau Commission on Aging or the Youth Activities Board, please include your D.O.B. in the field below.

Ethnicity

Caucasian/Non-Hispanic

Gender

Male


Date of Birth

Acknowledgement/Certification

In order to submit this application, please read and agree to the following statement:

I understand that this is a volunteer position appointed by the City and Borough of Juneau Assembly and requires regular attendance at meetings. I further understand that this application is public information and the merits of my appointment may be discussed at a public forum. In addition, my name may be published in a newspaper or other media. I agree that if I am appointed to serve on a board or commission, I will follow all the laws, procedures, and practices associated with the service of a CBJ boardmember. I certify that the information in this application is true and accurate.

I Agree

Application Form

Profile

NOTE: PLEASE BE AWARE THAT ALL INFORMATION YOU PROVIDE ON THIS FORM AND ATTACHMENTS ARE OPEN TO PUBLIC REVIEW AND DISCLOSURE PURSUANT TO THE ALASKA PUBLIC RECORDS ACT.

[When completing the application, please put your "**MAILING**" address in the first address block labeled "**HOME.**" The optional secondary address field is for your "**RESIDENCE**" address.]

Mark _____ Ridgway _____
First Name Middle Initial Last Name

Email Address

Home Address

Suite or Apt

State

Postal Code

City

Primary Phone

Alternate Phone

USCG _____ Branch Chief _____
Employer Job Title

Residence Address if different from your Mailing "Home" Address listed above

Residence Address Line 2

Residence City

Juneau

Residence State

AK

Residence Postal Code

99801

Comments

second term. Operations/Planning Committee, Dock Fee Review Comm.; Replacing David Summers for term beginning 7/1/17. (USCG Civil Engineering-Environmental Specialist)

Secondary Email Address (if any)



Which Boards would you like to apply for?

Docks & Harbors Board: Submitted

Are you applying for reappointment to this board?

Yes No

If you are applying for more than one board, how many total boards are you willing to serve on?

None Selected

Special Needs - please list any special needs below such as need for sign language interpreter, etc...

Question applies to multiple boards

How many hours per month are you able to serve?

20

Interests & Experiences

Please tell us about yourself and why you want to serve. [Please respond to each of the below questions and don't just write "see attached resume."]

Please explain, with specificity, your reasons for applying to serve on this particular board.

i am passionate about harbor facilities and operations.

Please select the type of board seat for which you are applying *

General Public Seat

Please list any organizations for which you currently serve as a board member, officer, or employee.

USCG and owner of GoldTown Theater

Employment/Volunteer History: Please list any previous work or volunteer experience you have serving on a board.

DBA Board, D&H Board, 25 years USCG Civil Engineering, 15 years small business owner, avid boater, former commercial fisherman.

Education/Training: Please list both formal and informal education & training experiences:

BA and many specialized trading hours in environmental, ethics, construction and contracting

Licenses/Certifications etc... Please list any professional licenses, certifications, or registrations that may be considered a qualifying criteria for the board to which you are applying.

Upload a Resume

Demographics

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I Agree



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: *Carl J. Uchytel*
Port Director

To: Assembly Human Resources Committee

Copy: Docks & Harbor Board

Date: March 13th, 2020

Re: Title 85 Authorization to Allow Reservation Management for Downtown Private Docks

1. On February 10th, the Port Director met with the Goldbelt CEO to discuss concepts to work together to improve how downtown “small vessel” moorage facilities could be improved. Goldbelt Inc owns and operates the float at the Seadrome Dock and manages a float facility along the Merchant’s Wharf. CBJ Docks & Harbors owns and manages the Intermediate Vessel Float (IVF). The Port Director and Goldbelt CEO agreed that managing a single reservation system for vessels desiring to moor in downtown Juneau could benefit both organizations. Docks & Harbors is better suited to assume the role, on a trial basis, to manage a downtown moorage reservation system.
2. Discussions with CBJ Law suggest that Docks & Harbors would not be authorized to provide a service to a private organization because Title 85 limits in the following manner:
*Docks & Harbors is responsible for the operation, **development and marketing of municipally owned** and operated port and harbors, including such facilities as boat harbors, docks, ferry terminals, boat launching ramps, and related facilities except as designated by the assembly by resolution.*
3. On February 27th, the Docks & Harbors Board approved the enclosed resolution which would allow the Assembly to approve, for the 2020 season only, the authority for Docks & Harbors staff to perform downtown reservations to include moorage services for the privately owned Seadrome Dock and adjoining Merchant’s Wharf float.
4. At the encouragement of CBJ Law, the Port Director and Goldbelt CEO met on March 11th to discuss the revenue sharing of moorage reservations which would be secured for the Seadrome Dock and adjoining Merchant’s Wharf float. It was discussed and agreed that Docks & Harbors would receive 30% of all new reservation revenues collected at the Goldbelt operated facilities.
5. Docks & Harbors recommends the Assembly provide the authority to allow small vessel moorage reservations management for Goldbelt operated facilities for the 2020 summer season.

#

Encl: Resolution Approved at the February 27th Docks & Harbor Board Meeting

Docks & Harbor Board Resolution – February 27th, 2020

Whereas, under Title 85 of the City and Borough code, Docks & Harbors is responsible for the operation, development and marketing of municipally owned and operated port and harbors, including such facilities as boat harbors, docks, ferry terminals, boat launching ramps, and related facilities except as designated by the assembly by resolution; and,

Whereas, Docks & Harbors manages a year-round reservation system for large commercial vessels, yachts and fishing vessels at the Intermediate Vessel Float and along the Statter Harbor Breakwater in Auke Bay; and,

Whereas, during the summer months, the linear foot capacity at the Intermediate Vessel Float often is exceeded by the demand from small cruise ships, yachts, large pleasure crafts and commercial fishing vessels; and,

Whereas, Goldbelt Inc owns and operates the float at the Seadrome Dock and manages a float facility along the Merchant's Wharf; and,

Whereas, Docks & Harbors staffing, with demonstrative experience in reservation management, has the capacity to maximize vessel assignments throughout the downtown waterfront; and,

Whereas, Docks & Harbors, as an enterprise, is to be operated and financed in a manner similiar to private business with the intent of the governing body to provide goods and services to the general public on a continuing basis to be recovered through user charges; and,

Whereas, Goldbelt Inc has signaled interest in developing a business plan in which Dock & Harbors could collectively manage the reservations of the publicly owned Intermediate Vessel Float and the privately owned Seadrome Dock with adjoining Merchant's Wharf Float for the 2020 summer season; and,

Whereas, Docks & Harbors views the synergistic opportunity to place the downtown reservation system under a single organization as a financial benefit to the City & Borough of Juneau, administrative personnel cost saving to Goldbelt Inc and greater customer service to mariners desiring downtown moorage.

Therefore, the City & Borough of Juneau Assembly authorizes Docks & Harbors, for the 2020 season, to perform downtown reservations to include moorage services for the privately owned Seadrome Dock and adjoining Merchant's Wharf float, as negotiated between the Goldbelt Chief Executive Officer and the CBJ Port Director.