

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING AGENDA

For Tuesday, March 16, 2010

- I. Call to Order (5:00 p.m. at the AURORA HARBOR OFFICE).
- II. Roll Call (Etheridge, Jardell, Jebe, Preston, Wostmann, and Williams).
- III. Approval of Agenda.

MOTION: TO APPROVE AGENDA AS PRESENTED OR AMENDED.

- IV. Public Participation on Non-Agenda Items (not to exceed five minutes per person or twenty minutes total).
- V. Approval of Previous Meeting Minutes.
Presentation by the Committee Secretary

Public Comment.

MOTION: TO APPROVE THE FEBRUARY 16, 2010 OPERATIONS COMMITTEE MEETING MINUTES AS PRESENTED OR AMENDED.

Committee Discussion/Action.

- VI. Items for Action.

- 1. Proposed Change to Loading Zone Regulations
Presentation by Harbormaster

Public Comment

MOTION: TO BE DEVELOPED AT THE MEETING

- 2. Storage Fee Discounts for Reserved Moorage Holders
Presentation by the Harbormaster

Public Comment

MOTION: TO BE DEVELOPED AT THE MEETING

- 3. Discussion of Mail Boxes
Presentation by the Harbormaster

Public Comment

MOTION: TO BE DEVELOPED AT THE MEETING

VII. Items for Information/Discussion.

VIII. Staff & Member Reports.

IX. Committee Administrative Matters.

1. Next Operations Committee meeting – April 20, 2010

X. Adjournment.

MOTION: TO ADJOURN THE OPERATIONS COMMITTEE MEETING.

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES
For Tuesday, February 16, 2010

I. Call to Order

Chair Ms. Jebe called the Operations Committee Meeting to order at 5:20 p.m.

II. Roll Call

The following Committee Members were present: Ms. Jebe, Mr. Etheridge, Mr. Wostman, Mr. Preston, Mr. Williams and Mr. Jardell.

Also in attendance were the following: Mr. Stone – Port Director, Mr. Benner-Harbor Master

III. Approval of Agenda.

MOTION by Mr. Williams: TO ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS PRESENTED.

The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

There was no public participation.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Williams: TO ASK UNANIMOUS CONSENT TO APPROVE THE JANUARY 19, 2010 OPERATIONS COMMITTEE MEETING MINUTES AS PRESENTED.

The motion passed without objection.

VI. Items for Action.

1. Discussion of Posting of the Horton Parking Lot

Mr. Benner said in the summer there are a lot people who park at the Auke Bay parking lot. The lot gets filled up very quickly so we need more space for the harbor patrons to park. We would like to open up the Horton Parking lot for harbor parking. This will allow patrons who have parking permits whether it is a temporary or permanent parking permits, to park in the upper lot and those who have trucks, with trailers may park in the lower parking lot. We will post signs at the Horton lot to say this is used strictly for harbor parking.

Mr. Williams asked about the vehicles that are parked for three months at a time .Mr. Benner said we will be enforcing the parking situation. We are posting parking signs that say how long they can park in each specific parking spot and for what types of vehicles. If they need storage for their vehicle the harbor department does offer storage. The cost is 50 cents per square foot per month and it would be down by the Yacht Club.

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES

February 16, 2010

Page 2

VI. Items for Action (continued)

Mr. Benner said there will be signs posted at the lot entrances. The Department of Transportation will be starting their project. This will eventually take away all of the parking going up the hill to the back loop. Using the Horton lot is an alternative option that will give us more parking for those patrons. He said the lower lot at Statter Harbor will be posted for truck and trailer parking only.

VII. Items for Information/Discussion.

1. Rotary Flag Pole.

Mr. Stone said the Deputy City Manager asked if we could raise and lower the flag on behalf of the rotary club. This would be when there is a State and Federal announcement for the flag to be at half mast. Mr. Stone said this is when the flag is to be changed to half mast, someone needs to go and do so immediately.

Mr. Wostman asked how many flags are we responsible for raising and lowering.

Mr. Benner said there are flags at the Visitors Center, Marine Park, Aurora Harbor Office, Yacht Club and Statter Harbor. There is one flag at each of the locations. He said all staff will be trained in placing the flags at half mast.

Mr. Williams said he thinks we should find someone else to take this over. The harbor department staff is so busy in the summer time. When will the staff have time to care for these flags with all of their other duties?

2. Grid Maintenance.

Mr. Benner provided pictures of the grid at Harris Harbor to let everyone see what repairs are needed. There are scrapings and gravel that have gone between the planks and screws that are popping through. We need to either replace some planks or fix them. We will have a culvert put in beside the road next to the grid and this will help with the drainage. The estimated cost for the materials is \$2000.00 dollars. There is a foot of gravel between the planks on the grid we will be getting this dug out so we will have better drainage between the planks on the grid.

VIII. Staff & Member Reports.

Mr. Stone said there will be a party for Gregg Fisk on Friday, February 19th at 12:00 in the Port Office. The Boat Show is the third week in March at Centennial Hall. We will do a couple of presentations; an update for the Statter Harbor Launch Ramp and the Douglas Harbor update.

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES

February 16, 2010

Page 3

VIII. Staff & Member Reports. (Continued)

Mr. Benner said May 7th will be the harbor patron appreciation day. We will have hot dogs, pop, hamburgers and chips. He wanted to announce that John Stone, the Juneau Port Director, received "The Engineer of the Year Award". There will be a dinner at Centennial Hall on February 20th, it is \$50.00 for the dinner and if anyone would like information for this event he can forward it to them. We have the new furniture for Marine Park so we will be installing it since the weather seems to be holding.

Mr. Williams said there was a salvage job at Holcomb Bay by Tracy Arm. A fifty eight foot vessel needed help so a few individuals went down and helped them out. Mr. Gitkov, Mr. Polly, Mr. Cook, and Duval Diving helped out and did a great job. The Princess Kathleen off of Lena Point is leaking a little fuel. They called in an off shore dive team that will include Mr. Gitkov. Mr. Williams said he will be gone in March for a week.

IX. Committee Administrative Matters.

The next Operations Meeting will be March 16th, 2010 at the Aurora Harbor Office.

X. Adjournment.

MOTION by Mr. Williams: TO ASK UNANIMOUS CONSENT TO ADJOURN THE OPERATIONS MEETING.

The motion passed without objection

The meeting adjourned at 6:20 P.M.



City & Borough of Juneau • Docks & Harbors
155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

Port of Juneau

To: Waterfront Operator
CC:
From: John M. Stone, P.E. Port Director
Date: February 26, 2010
Re: Notice of Change to Loading Zone Regulations

The Docks and Harbors Board has received a request to amend the loading zone regulations to allow taxicabs into the “B” zones at the Red Dog Lot and at the Columbia Lot. Under the proposal, taxicabs could solicit fares in the lots and would not have to sell tours at a tour sales booth or show evidence of pre-sold tours.

As part of its consideration, the Board would like to hear from you and is discussing the matter at its March Operations Meeting. The time and place of this meeting follows:

March 16 at 5 pm at the Aurora Harbor Office Conference Room.

Call me at 586-0294 if you have questions.

Memo

To: Phil Benner- Harbormaster

From: Dwight J. Tajon- OMS/PFSO 

CC:

Date: March 1, 2010

Re: Taxi Cab zone request

Per our discussion regarding the Taxi Zones for the Columbia Lot, we needed to provide more space for our IVF users to park in the Columbia lot so we eliminated the only two cab spots to better utilize this space. There were also issues between the cab companies of who was allowed to utilize the spaces since some of them had purchased B-zone permits, these users thought that they had preferential use and would tie up the taxi zones with their partners of the same company. As for the other places that were in question such as the Red Dog area and the Cruise Terminal, the Red Dog area Taxi Cab spots are managed by the Streets Department and only our B-zone was managed by us. The Cruise Terminal area has never had a taxi zone and was always either an A or B permitted area. There are two cab standing areas in the street almost directly in front of the transfer bridge area in view of passengers wanting to utilize them at their choice.

The other factor in the decision for removing the taxi cab zones in our Columbia lot was based on the Port Officers observations that they were not using the posted spots to pick up or drop off passengers, but pulling up as close as they could to a gangway or the tram to either pick up upon request or just drop off passengers. This was congesting the flow of traffic and foot traffic since some companies would pull right on to the IVF walkway while the IVF users and passengers were transiting the area and bus/shuttle traffic was arriving or attempting to depart.

24 February, 2010

From: Phil Benner, Juneau Harbormaster
To: Operations Committee

Subject: Proposed amendment to Small Boat Harbor Fees and Charges
05CBJAC20.130 Storage Fees

1. I would propose amending the Storage Fees in the following manner:
 - (a) A person may apply to the Harbormaster for use of long-term storage space in designated areas. A fee for use of this space is \$.50 per square foot per calendar month, or portion thereof.
 - (b) A person that qualifies under 05CBJAC40.020 Reserved Moorage Policy, may store one vehicle, vessel or other marine related item in the designated area, as assigned by the Harbormaster, for \$.25 per square foot per calendar month or portion thereof. Any additional items will be subject to the rate outlined in paragraph (a).
 - (c) Please contact me with any questions, 586-5255

Roy McLeod

From: John Stone
Sent: Thursday, February 25, 2010 4:22 PM
To: Roy McLeod; Phil Benner
Subject: RE: Mail Boxes

We should bring it to OPS or Finance.

Basically, we need a policy on who gets boxes and how much they need to pay us.

From: Roy McLeod
Sent: Thursday, February 25, 2010 4:09 PM
To: Phil Benner; John Stone
Subject: RE: Mail Boxes

How do we pay them?

From: Phil Benner
Sent: Thursday, February 25, 2010 4:07 PM
To: John Stone; Roy McLeod
Subject: Mail Boxes

I talked with the Juneau Postmaster and she stated that the boxes have always been managed by the harbor. They are ours and we pay them to maintain them and service them. We could install as many boxes that we needed; they just do not want to have a lot of empty boxes to service.

The other part of the equation is you have to go through CBJ to get a new address established by the Cartographer Quinn Tracy. I talked with Mr. Tracy and he is only concerned about physical address and since these are only boxes I would just assign the next available number to the new boxes assigned. He does not really get involved with it; again it is ours to manage.

So that is what I have found out. Another bullet for the eval!