

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING AGENDA
For Tuesday, June 21, 2011

- I. Call to Order (5:00 p.m. at the AURORA HARBOR OFFICE).**
- II. Roll Call (Don Etheridge, Cheryl Jebe, Jim Preston, Mike Williams, Wayne Wilson and Greg Busch).**
- 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 May 17, 2011 Operations Board Meeting Minutes.**
- VI. Items for Action.**
 - 1. Parking Plan for Statter Harbor Float Addition
Presentation by Harbor Master

Committee Questions

Public Comment

Committee Discussion/Action**MOTION: TO BE DEVELOPED AT THE MEETING.**
- VII. Items for Information/Discussion.**
 - 1. Harbormaster Operations Report
Presentation by Harbormaster
 - 2. USCG Lease
- VIII. Staff & Member Reports.**
- IX. Committee Administrative Matters.**
 - 1. Next Operations Committee meeting – July 19, 2011
- X. Adjournment.**

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES
For Tuesday, May 17, 2011

I. Call to Order.

Greg Busch called the meeting to order at 5:01 p.m. at the Aurora Harbor Office.

II. Roll.

The following members were present: Greg Busch, Don Etheridge, Cheryl Jebe, Jim Preston, Michael Williams, Tom Donek and Kevin Jardell.

The following members were absent: Wayne Wilson

Also in attendance were: John Stone – Port Director, Phil Benner – Harbor Master and Ruth Danner- Assembly Liaison.

III. Approval of Agenda.

John Stone added Statter Harbor Parking lot management to the agenda as an item for information/discussion.

MOTION by Jim Preston: TO APPROVE THE AGENDA AS AMENDED.

The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

Rene Reiser-Douglas Harbor Live Aboard

Rene Reiser suggested adding land lines/DSL to the Douglas Harbor when it is rebuilt. She was under the impression that ACS thinks the harbor doesn't want their service there. The discussion followed about the cost and how it was done in Harris Harbor. GCI is the company that offers services in Harris. Rene wanted to bring it to the harbors attention that there are people interested in these types of services. John suggested that this issue be looked into and Phil agreed to be the person to contact.

V. Approval of April 19, 2011 Operations Committee Meeting Minutes.

Customer appreciation picnic date should be changed from 5/27/2011 to 5/26/2011 in the minutes from April 19, 2011.

Hearing no objection, the minutes from the April 19, 2011 Operations Committee Meeting were approved as amended.

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VI. Items for Action.

1. Inactive Vessel Management

Mr. Stone included the inactive vessel management regulation in the packet and a copy of meeting minutes where the Board discussed and adopted the regulation. There is an issue with the M/V Seal as of right now all discussions must go to the City attorneys. By June 1, 2011, all vessels in the downtown harbors must clear the harbor. Some vessels have already demonstrated they can move under their own power under observation by Harbor Staff.

Mr. Benner said he felt most patrons would be able to comply with the regulation. Discussion followed about options for abandoned, inactive and derelict vessels that could not comply with the regulation. Inactive vessels that are under repair or non-operational could be moved to an inactive zone in the harbor. In June we will have a better idea of how many have not complied.

Mr. Preston said the Harbor master can grant an exception for maintenance or repairs. The Port Director can grant an exception provided they are diligently repairing in minimum time with a completion date that is reasonable.

Mr. Preston talked about how the Regulation Language compares to other communities.

Mr. Williams said we could tighten up the regulation; there are options. The harbor department is working with patrons and he commended the harbor department.

Ms. Jebe was concerned about patrons losing their slips once they have moved to an inactive area. This is not spelled out in the regulation and seems to be assumed.

The Committee discussed Float Houses with Grandfathered Clause that was set in place 12/28/04 with a size smaller than 30 feet in length over all by 12 feet in beam.

Mr. Benner said Harbors get less funding when there are more non-moving vessels in the harbor.

MOTION by Mr. Etheridge: TO RECOMMEND LEAVING THE REGULATION FOR NON-MOVING VESSELS AS THEY ARE AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

VII. Items for Information/Discussion.

1. Launch Ramp Enforcement.

Mr. Stone referenced a letter sent to Gray Mitchell about Launch Ramp Enforcement.

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VII. Items for Information/Discussion (Continued).

Mr. Stone gave a brief history of how the Board arrived at the citation fee of \$85 for launching a vessel using the CBJ Launch Ramps without a permit. Before the new calendar year the harbor sends out a PSA (Public Service Announcements) to remind people to get the new permits.

Mr. Preston suggested staff look into selling the permits on-line and maybe consider issuing a fix-it ticket with a grace period of 10 days.

Mr. William suggested offering an early purchase discount.

Ms. Danner liked the Idea of an early purchase discount and said the staff needs a firm and fast rule with no acceptations when it comes to issuing the citations.

Public Testimony

Rene Reiser said consistency would be good and getting it on the web should be a priority. It would take 3 web pages and a Google check out or pay pal. She believes it wouldn't be hard to set up.

Mr. Busch said consistent enforcement, treating the customer with respect and making sure they understand the reason the regulations are being enforced is important. He was not in favor of the fix-it ticket but he did think the internet would be great to investigate. He did not feel we should offer a discount for something people are going to buy anyways.

Mr. Benner said we are currently looking in to selling Launch Permits online.

2. Harbor Operations Update.

Mr. Benner included a memorandum of 25 items completed or in progress in the harbors. DeHarts, Top ten bad accounts, New waist oil heater working, Cranes inspected, Taku Harbor clean up and repair, Troller festival, New Port Office, Maritime festival , Dog poop tickets, Security walk through with the Coast Guard, Fire fighting training, Hire staff, and New dock carts are the items he touched on.

3. Statter Parking Lot Update.

Mr. Stone said it is looking like we will get the 5 million for replacement floats for Dehart's. We should know more by July, 1 2011. PND was asked for a proposal for the design. He would like to add the work to the bid for the rehabilitation of the floats. We Hope the new floats could be in by this time next year.

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VII. Items for Information/Discussion (Continued).

The committee deferred discussion on this item to the next Operations Meeting.

VIII. Staff & Member Reports.

Mr. Benner said there will be a going away party for John Stone at the Aurora Harbor Office on June 10, 2011 from 11:00am. to 1:00pm.

IX. Committee Administrative Matters.

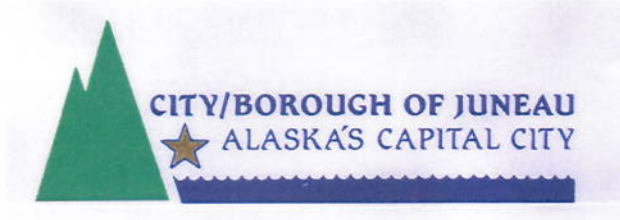
1. The next Operations Committee Meeting will be on June 21, 2011.

X. Adjournment.

MOTION by Mr. Etheridge: TO ADJOURN THE OPERATIONS COMMITTEE MEETING AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

The meeting Adjourned at 6:15 P.M.



Port of Juneau

To: Docks and Harbors Operations Committee
CC:
From: John M. Stone, P.E. Port Director
Date: May 23, 2011
Re: Parking Plan for Statter Harbor Float Addition

At its March 22, 2011 meeting, the Operations Committee discussed parking accommodations for preferential moorage patrons at the new Statter Harbor floats. The Committee requested that staff present a parking plan for accommodating these patrons at its June meeting. This memo sets out the requested plan.

Background

It looks like the State will provide a \$5 million appropriation to CBJ for new moorage floats at Statter Harbor. This will allow us move forward with the float plan that was approved by the Board this past winter. Provided there are no delays, the new floats should be ready for use by the summer of 2012 and will provide slips for 70 boats. This will increase demand for parking in the lot near the gangway. This will also allow us to decommission and remove the Dehart's Marina float system.

Parking for the patrons of Dehart's Marina is provided at the head of the marina gangway. This area is slated to be used as part of the passenger-for-hire facility in the approved master plan. However, as timing for the installation of the passenger-for-hire facility is unknown because it is currently unfunded, this area will remain available for moorage patron parking.

The Statter Harbor parking lot is very crowded during the summer months. To manage parking demand, provide equitable access to all harbor users, and to minimize operating expenses, the Board instituted a parking fee system during the summer months over a decade ago. This system has worked extremely well and generates significant revenue for the harbors enterprise. During the winter months, the demand for parking goes way down so parking is not an issue. We

do not expect parking to be an issue in the off-season after installation of the new floats.

Short Term Parking Plan

Taking all of this into account, we developed a short term parking plan that take effect when the new moorage floats are installed and will remain in effect until the current parking area at Deharts Marina is reconfigured for the passenger-for-hire facility. We do not expect the passenger-for-hire facility to come online before the 2013 boating season, so it looks like the short term plan will remain in effect for at least two years.

The recommended short term plan follows:

- No changes will be made to the management of the Statter Harbor Parking Lot. Preferential slip holders can use the lot like any other user of Statter Harbor. Fees during the summer months will remain in effect. Users can buy hourly, daily, or monthly parking permits during the summer months.
- The current parking area at the head of Deharts Marina gangway will be reserved for preferential slip holders of Statter Harbor. Staff will manage this arrangement with permits.

Long Term Parking Plan

The long term parking plan will come online when the reserved parking area at the head of the Dehart's Marina gangway is no longer available for preferred moorage parking. We expect the long term plan will not take effect until at the start of the 2014 boating season at the earliest.

The recommended long term plans follows:

- No changes will be made to the management of the Statter Harbor Parking Lot. Preferential slip holders can use the lot like any other user of Statter Harbor. Fees during the summer months will remain in effect. Users can buy hourly, daily, or monthly parking permits during the summer months.
- Twenty five car parking spaces at the new launch ramp parking lot will be dedicated for preferential moorage holders. These spaces will be provided

Docks and Harbors Operations Committee

May 23, 2011

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at no charge and will be managed with a permit system. We will also set a time limit for use of these spaces.

Please call me at 586-0294 if you have questions.

Teena Scovill

From: Phil Benner
Sent: Friday, June 10, 2011 12:54 PM
To: Teena Scovill
Subject: FW: USCG Lease

If we could print this out as a Item for Information at the next OPS meeting.
Phil Benner
Juneau Harbormaster
586-5255

-----Original Message-----

From: Bryan Hawkins [mailto:BHawkins@ci.homer.ak.us]
Sent: Friday, June 10, 2011 11:23 AM
To: Phil Benner; Kari Anderson
Subject: RE: USCG Lease

Our 110' put up a gate but they don't close it because if it is closed they are required to man it so that the public will have access to their vessels 21/7 I'll snap a photo of the gate and send it along.

We lease 140' of space to our 110' they have preferential use of the space we reserve the right to hot-berth other vessels in their berth when they are out of town.

Boy do they get huffy if there is a boat in their stall when they come back to port! Did that whew no sense of humor at all...

My chore today is to settle a parking lot dispute between AMHS and CG.
Been working on this for a while, likely I won't get a Christmas card from the crew of the Tustumena this year.

Having fun in the Sun,
Bryan

-----Original Message-----

From: Phil Benner [mailto:Phil_Benner@ci.juneau.ak.us]
Sent: Friday, June 10, 2011 9:32 AM
To: 'Kari Anderson'; Bryan Hawkins
Subject: RE: USCG Lease

Thanks for the info! We are off to a busy start but things are going well.

Phil Benner
Juneau Harbormaster
586-5255

-----Original Message-----

From: Kari Anderson [mailto:kanderson@cityofseward.net]
Sent: Friday, June 10, 2011 9:33 AM
To: Phil Benner; 'Bryan Hawkins'
Subject: USCG Lease

Hi Phil! Big changes in Juneau this summer! Hopefully your summer season is going well so far, ours has been hectic here in Seward!

I've been working with the USCG a lot the past year... the site they currently occupy is on half AKRR land, and half City land. The AKRR wanted to develop their land, so we've been working with the USCG to relocate their building to a different part of the harbor. That is the short version of the story.

We had a new site platted for the USCG, and we are getting ready to lease them a new parcel in the NE Harbor. I'm taking the new lease to City Council on Monday night. We had

an appraisal done on the land, and our city policy is to charge 8% of the value of the land as the annual lease rate. We have language written into the lease that it will be re-appraised every 5 years and the lease rate will be calculated at that time.

Moorage for the USCG Cutter is charged the same rate as everyone else... we charge per foot based on the amount of dock space they use. We keep our moorage agreement separate from the upland land lease. This has been a bit of a battle for me, as the USCG wants 200' of dock space for 140' feet of vessels. We don't have the room to spare, so I'm not giving them "extra dock" just because they are the USCG. They are also looking to install a security fence on the dock, which would prohibit other vessels from utilizing the dock. Personally, I feel that we are public harbors and no one should have exclusive use of anything...

Probably more information than you wanted, but let me know if you have additional questions. -Kari

-----Original Message-----

From: Phil Benner [mailto:Phil_Benner@ci.juneau.ak.us]
Sent: Friday, June 10, 2011 8:01 AM
To: 'Bryan Hawkins'; Kari Anderson
Cc: John Stone; Gary Gillette
Subject: RE: [AAHPA-L] New Port Director for Juneau

Thanks for the info Bryan.

Kari, if you have any input please let me know.

Thank you,

Phil Benner
Juneau Harbormaster
586-5255

-----Original Message-----

From: Bryan Hawkins [mailto:BHawkins@ci.homer.ak.us]
Sent: Friday, June 10, 2011 7:54 AM
To: Phil Benner
Subject: RE: [AAHPA-L] New Port Director for Juneau

Yes we do charge moorage and uplands lease as well. We have two cutters in a 110' in the harbor and a buoy tender that moors to the Pioneer Dock. Each vessel has a lease with the Harbor. The leases are unusual as compared to civilian leases in that the moorage and land lease are wrapped up together. local rate increases (which are almost an annual affair now) do not affect the CG leases. All I can say is brace yourself for a long drawn out process. Although I feel as though we have a very good relationship with the CG leases are a pain. First off they don't sign our lease we instead sign theirs. Second to my knowledge they only have one person who handles leases for the West Coast. I think her name is Teresa and she is in California. She's good to work with but way over tasked. Kari has been working on a lease this spring and she could likely give some good feedback maybe even a shortcut. My advice is to box up the documents, get on a plane, and go see Teresa it'll save time.

Good luck,
Bryan

-----Original Message-----

From: Phil Benner [mailto:Phil_Benner@ci.juneau.ak.us]
Sent: Friday, June 10, 2011 7:40 AM
To: Bryan Hawkins
Subject: RE: [AAHPA-L] New Port Director for Juneau

Bryan,

I wanted to ask you do you charge moorage to the USCG? We have the Liberty that is moored

out in Auk Bay and the lease was for 50 years and it is up. We did not know what other communities do.

Thanks.

Phil Benner
Juneau Harbormaster
586-5255

-----Original Message-----

From: Bryan Hawkins [mailto:BHawkins@ci.homer.ak.us]
Sent: Friday, June 10, 2011 7:37 AM
To: Phil Benner
Subject: RE: [AAHPA-L] New Port Director for Juneau

Thanks Phil
Congratulations on filling the position Bryan

-----Original Message-----

From: aahpa-l-bounces@lists.alaska.edu
[mailto:aahpa-l-bounces@lists.alaska.edu] On Behalf Of Phil Benner
Sent: Thursday, June 09, 2011 4:17 PM
To: 'aahpa-l@lists.uaf.edu'
Subject: [AAHPA-L] New Port Director for Juneau

Good Afternoon,

Carl Uchytel was announced on Monday as the new Port Director for the City and Borough of Juneau. Carl just retired from the U. S. Coast Guard after twenty seven years, is a civil engineer and commanded the USCG Ice Breaker POLAR SEA. He will be coming on board in the middle of August.

We will bring him to Homer to introduce him!

Thank you,

Phil Benner
Juneau Harbormaster
586-5255

AAHPA-L mailing list
AAHPA-L@lists.alaska.edu
<https://lists.alaska.edu/mailman/listinfo/aahpa-l>

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BEGIN-ANTISPAM-VOTING-LINKS

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Forget vote:
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END-ANTISPAM-VOTING-LINKS

STATE OF ALASKA

DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES

DEPUTY COMMISSIONER, SOUTHEAST REGION

BILL SHEFFIELD, GOVERNOR

P.O. BOX 3-1000
JUNEAU, ALASKA 99802
PHONE: (907) 789-6261

December 12, 1985

Mr. Thomas Williams
President
Juneau Harbor Board
155 S. Seward St.
Juneau, Alaska 99801

Dear Mr. Williams:

There have been some misunderstandings regarding the agreement between the State of Alaska and the United States Coast Guard concerning moorage at the new Auke Bay transient facility. Hopefully this letter will clarify the State's intentions in this matter. The Coast Guard will be granted certain considerations as a result of their financial participation in past and current construction projects.

The specific language of an agreement has not been finalized, however, the following will be incorporated in the final document:

1. The "Coast Guard" float in the Auke Bay transient facility is for the exclusive use of the U.S. Coast Guard and Coast Guard Auxiliary vessels. The U.S. Coast Guard will control usage and assign moorage spaces on this float, as appropriate, with the following restrictions:

The outboard side of the float is to be used only by U.S. Coast Guard vessels. The inboard side of the float may be used by either U.S. Coast Guard or Coast Guard Auxiliary vessels. Moorage at this float by Coast Guard Auxiliary vessels is to be limited to those vessels in support of Coast Guard missions, including search and rescue and Coast Guard Auxiliary programs.

2. In recognition of the financial contribution made by the U.S. Coast Guard towards the construction of this facility, no maintenance charges or rental fees will be assessed for 15 years from the date of this agreement.
3. There is to be no restriction on public access to the float except for short periods of time when security or emergency conditions exist. During these periods access may be limited by an individual stationed on the float.

4. All charges and maintenance costs associated with providing utility service to the U.S. Coast Guard or Coast Guard Auxiliary vessels are to be paid by the U.S. Coast Guard.
5. This equipment, which is the property of the State of Alaska, is for the purpose of providing suitable moorage for a U.S. Coast Guard vessel. If a Coast Guard cutter is no longer assigned moorage at this facility, this agreement is automatically rescinded and all equipment shall remain the property of the State of Alaska.
6. No improvements will be made to the float or utility systems without the prior written permission of the State of Alaska or its designee.

In addition to the above, the Alaska Department of Public Safety vessel "Enforcer" will be provided exclusive moorage space in the harbor. The exact location of this moorage and terms of their use will be provided to you as soon as they are finalized.

The restrictions imposed on this harbor, our desire to facilitate search and rescue activities and our determination that prior agreements with other agencies be honored will make our management agreement with the City and Borough of Juneau more complicated than usual. However, we expect the new State Harbor Policy and Implementation instructions will be adopted by early January at which time we will be able to work with you on the management agreement.

If you have any further questions please contact David Waldron, Director of Maintenance and Operations at 789-6221.

Sincerely,



Jonathan W. Scribner

DLM/sea

bcc: Commissioner Knapp, Department of Transportation
Stu Robards, Juneau Harbormaster
Pat Teague, Juneau City Manager
Donald D. Dieckmeyer, Director, Design & Construction
Ray Meketa, Director, Planning
David L. Waldron, Director, Maintenance and Operations