

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING AGENDA
For Tuesday, August 21st, 2012

I. Call to Order (5:00 p.m. at the **AURORA HARBOR OFFICE**).

II. Roll Call (John Bush, Tom Donek, Kevin Jardell, David Logan, Budd Simpson, Scott Spickler, 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 July 17th, 2012 Operations Board Meeting Minutes.

VI. Items for Action.

1. Alaska Pirate's Pride Commercial Use Permit
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

2. Aurora Harbor Boathouse Pending Sale (F-25)
Presentation by Harbormaster

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

3. Removal of Aurora Harbor J-Float, South Side Finger Floats
Presentation by Harbormaster

Committee Questions

Public Comment

CBJ DOCKS & HARBORS BOARD
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VI. Items for Action(continued).

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

4. Dispensation for impounded M/V HAPPY HOOKER
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

VII. Items for Information/Discussion.

1. Roll-Off Dumpster Update

Presentation by Harbormaster

2. Portable Pump-Out Carts

Presentation by Harbormaster

3. Wake Zone – Douglas Harbor

Presentation by Harbormaster

VIII. Staff & Member Reports.

IX. Committee Administrative Matters.

1. Next Operations Committee meeting – September 18th, 2012

X. Adjournment.



Application for Commercial Use of Lands or Facilities Managed by the CBJ Docks & Harbors Department 2012

Applicants must complete this application and provide all required attachments. Incomplete applications will not be considered. Submit applications by mail to the Docks & Harbors Department, 155 South Seward St., Juneau, AK 99801, or in person at the Port Director's Office, 76 Egan Drive, Juneau Alaska. Applications for the 2012 season are due by 430 PM on April 13, 2012. A separate application must be submitted for each site.

I. Applicant Information

Legal Business Name: ALASKA Pirates Pride

Form of Business Organization: SP
(Sole proprietorship/partnership/corporation)

Business Address: P.O. BOX 23229, JUNEAU, AK 99801

Name(s) of Owner(s), Partners, Registered Agents: BRET (BUO) W. COOK
AURK BAY HARBOR

Address and Contact Numbers for Above: 3852 Lee CT. JUNEAU, AK 99801
(254-931-9744)

Local Mailing Address: 3852 Lee CT., JUNEAU, AK, 99801

Local Contact/Title: Bud COOK (OWNER)

Local Phone Number: 2549319744 Fax Number: N/A
907-933-1209

II. Attachments

Provide the following attachments with this application. If there is any information that you wish to keep confidential, such as proposed fee schedules, please attach that information under separate cover.

1. Description and map of the location of each use.
2. Copy of Business License
3. Description of the services proposed to be provided at the site.
4. Description of parking available for your proposed use at the site and a statement of how customers will be dropped off or picked up. All vehicles under the ownership or control of the permittee must be legally parked while the permit holder is engaged in permit activities.
5. Physical description and license numbers of each vehicle that will be used as part of the operation.
6. Description of the method of customer transportation to the site and mode of transportation.
7. Description of the number, scheduling and size of participant groups at the site.
8. Estimate of total number of participants expected to use a given area per season.
9. Time of desired usage (hours/weeks/months).
10. Description of restroom accommodations provided/required.

CBJ Docks and Harbors Commercial Use Application (Continued)

11. Plans for emergency evacuation.
12. Plans for litter and vandal control.
13. Description of safety briefing presented to clientele.
14. Training requirements/standards of personnel conducting transport and tour activities.
15. **Submit \$100.00 non-refundable application fee.**

III. Insurance

Upon acceptance of a permit, all permittees shall execute an instrument under the terms of which the permittee shall agree to indemnify, defend and hold harmless the City & Borough of Juneau from any and all claims of injury or damage to persons or property suffered in connection with the permittee's activities unless such injury or damage is caused by the gross negligence of the City & Borough of Juneau. The Permittee will be required to submit a Certificate of insurance showing the Permittee has obtained public liability insurance in the amount determined by the CBJ Risk Manager as reasonable for the proposed use. The City and Borough of Juneau must be named as additional insured in the policy.

IV. Land Use Permits

If initial staff review indicates that the area of proposed use is subject to Planning Commission review under Title 49 of the City Land Use Code, the operator may be required to obtain a Recreational Use Permit before permission to use the area will be granted.

V. Certification

I certify that I am current on CBJ Sales tax and CBJ Property tax and hereby give the Port Director permission to check on the status of such:

 Aug - 8 - 2012

Owner Signature/Date

I certify that I have no outstanding judgments to the CBJ and hereby give the Port Director permission to check on the status of such:

 Aug - 8 - 2012

Owner Signature/Date

Port Staff Use Only

CBJ Sales Tax Status _____

Rec'd by 8/8/12

CBJ Property Tax Status _____

Approved _____

Alaska Business License # 949971

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business and Professional Licensing

P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

ALASKA PIRATES PRIDE

P.O. BOX 23229 JUNEAU AK 99801

owned by

BURT W COOK

is licensed by the department to conduct business for the period

January 20, 2012 through December 31, 2012
for the following line of business:

11 - Agriculture, Forestry, Fishing and Hunting

This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell
Commissioner





ALASKA PIRATES PRIDE HISTORICAL TUG BOAT TOURS

August 8, 2011

City/Borough of Juneau

Port Director

76 Egan Drive

Juneau, AK 99801

Re: **Commercial Use of Lands and Facilities/Questions**

Alaska Pirate's Pride(APP) is seeking a Commercial Use Permit to do business as a Bed and Breakfast/Special Events Attraction Vessel at Auke Bay Harbor/IVF dock. Required documents are attached in sequence requested.

1. Description and Map
2. Copy of Business License
3. Description of services proposed: Floating Bed and Breakfast, Special Events Attraction Vessel (weddings, meetings, social gatherings and marketing)
4. Description of available parking
 - A. Auke Bay and overflow parking area
 1. Ground Transportation for customers arriving from Airport or Ferry Terminal (APP Customer Van)
 2. Resident customer requiring longer than 30 minute visits will be required to purchase a parking permit from the Harbormasters Office or Kiosk.
 5. The APP operates a 7 passenger, 2008 Dodge Caravan, license number: FHD198. It is identified by APP placards on both doors.
 6. Description of method for customer transportation to/from Auke Bay Harbor
 1. APP Customer Van to/from Airport and Ferry Terminal
 2. Vehicle, boat, bike and walking to/from local area
 7. Description of customer transportation from Auke Bay Harbor to APP
 1. Walking the dock to the APP location
 8. Description of number, scheduling and size of participating groups at the APP

(cont. page 2)

1. For special events group size will vary from 4 to 30 guests over the course of a two hour event
2. For weddings we do expect the group size to exceed 10
3. For meetings the group size will vary from 4-10
4. For social events the group size will vary from 4-12
5. For marketing events group sizes will vary from 6-20 over the course of two hours
6. For Bed and Breakfast group size will not exceed 8
9. Estimate total number of participants
 1. Fully booked including special events, expected participant number is 2000.
10. Time of desired usage
 1. August 1, 2012 thru August 1, 2013.
11. Description of restroom facilities
 1. APP has 3 full size (shower and vacuum pump heads) bathrooms
 2. We will use the waste disposal facility at the harbor in a timely fashion.
12. Emergency evacuation and safety requirements are posted throughout the APP and will be given to each customer/participant.
13. Litter control is posted throughout the APP along with compactor/trash cans and barrels
14. APP will hire local citizens to perform the duties of vessel tour guides. Guides will be trained in tugboat emergency procedures including fire/safety. There will be mandatory muster and drill each week to include fire drills,, evacuation routes and exits, use of fire suppression system, emergency survival equipment applications, life raft and skiff deployment , flashlight, medical and triage kits.
15. In addition, tour guides will be trained and certified in CPR in the interest of all customers and the Juneau community. It is the hope of the APP owner to place its employees back into the off season workforce as more productive, highly qualified members of the community.
16. Customers will be briefed upon entrance of APP
17. There will be no motorized tours under this permit. This will be a dockside operation.

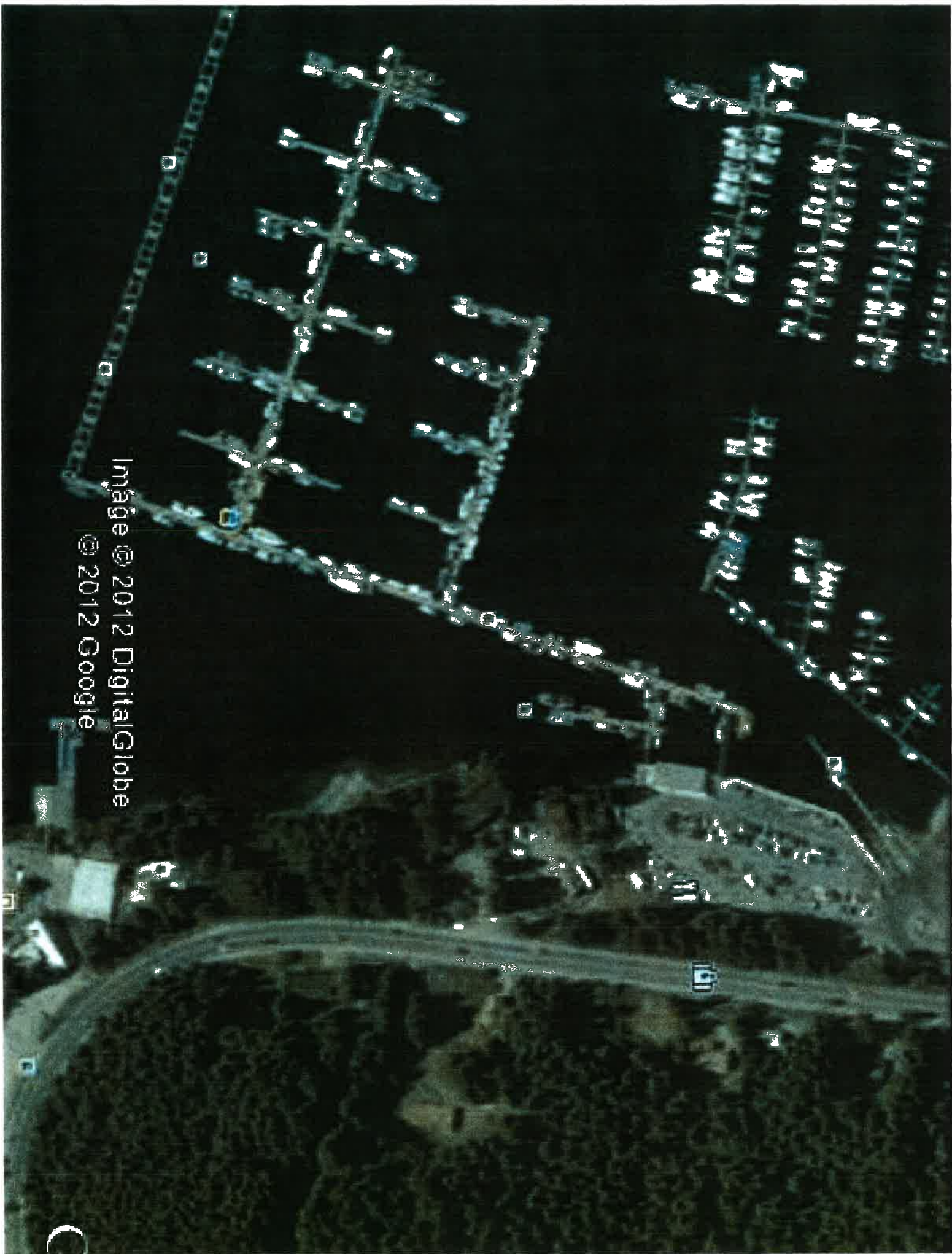


Image © 2012 DigitalGlobe
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Port of Juneau

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

To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: August 14, 2012
Re: Boat House Sale

The owner of the boat house a Aurora F-25 has put their side of the boat house up for sale and has offered it to the Docks & Harbors Board as part of the first right of refusal as outlined in regulation *05 CBJAC 40.015 Boat Shelter Sales*.

Recommendation:

Since the Docks & Harbors staff has no use of the boat house at this time, the Operations Committee decline the offer of the sale of the boat house in Aurora harbor at space F-25.

Carl Uchytel

From: Tom Satre [
Sent: Friday, August 03, 2012 3:28 PM
To: Dwight Tajon
Cc: Carl Uchytel
Subject: F-25 1/2 of boat house for sale

I have secured a buyer for my 1/2 of the boat house that resides at F-24 and F25 Aurora harbor. My side is known to the harbor dept as F-25. It is my understanding that I need to offer this to the Harbor Board before I can make a sale. My asking price is \$45,000.00 Please let me know your answer at your earliest convenience.

Tom Satre

8/13/2012



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To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: August 8, 2012
Re: Aurora J Float

There has been a significant drop in the number of 24 foot stalls assigned in Aurora harbor 24 foot stall areas. This drop could be from the amount of people changing to launch ramp permits for trailering their boats or moving to other harbors within Juneau.

According to the updated enclosed map of Aurora harbor 24 foot stalls, there are only 8 boats assigned to stalls on Aurora J-float on the south end of the float.

The south portion of the float could be used for vessels 32 or 42 feet in size for moorage and can reduce the amount of vessels on the wait list. There are currently 9 vessels on the 32 foot stall waitlist and also 9 vessels on the 42 foot waitlist. This will also widen the fairway for the north side users of H-float.

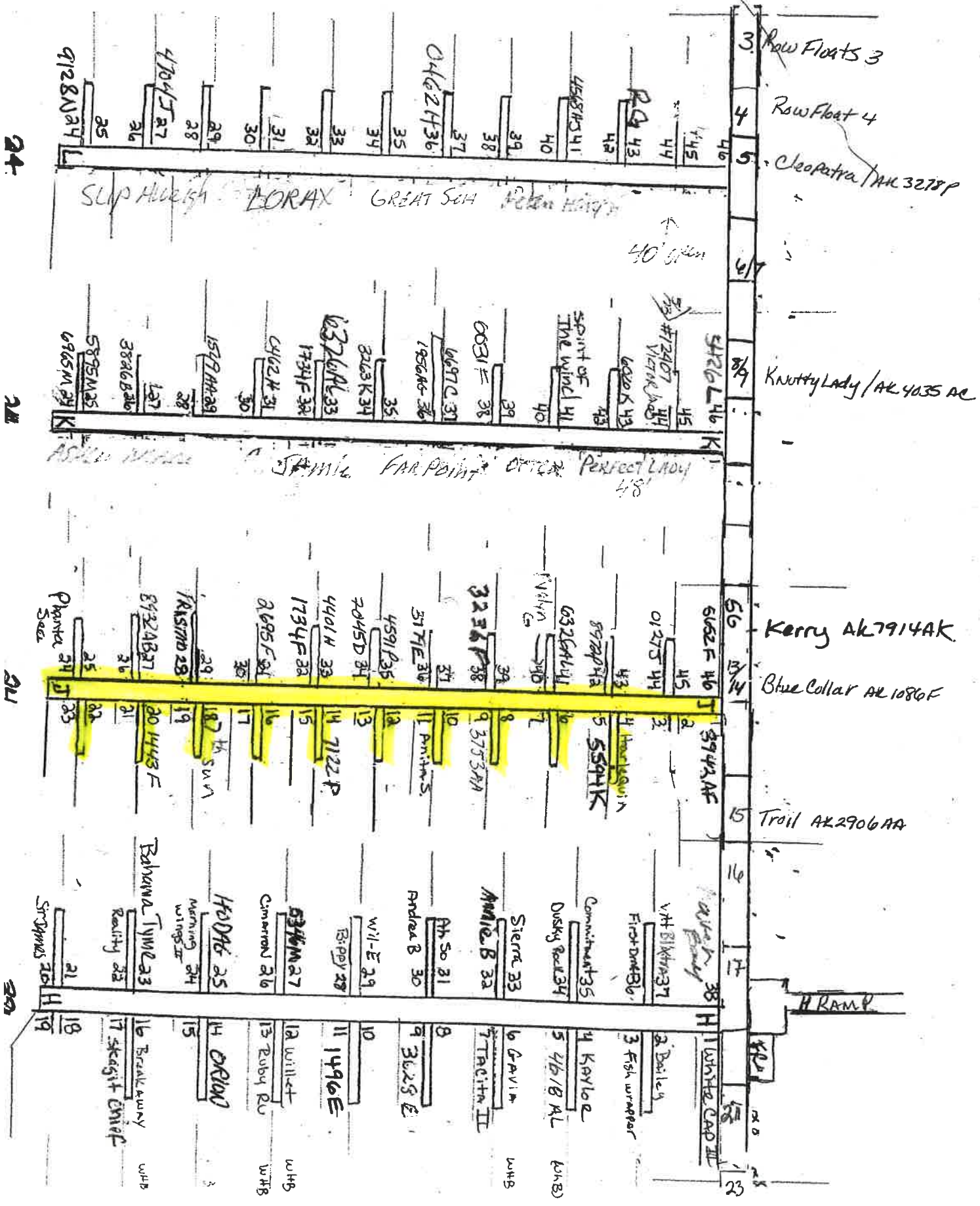
Staff looked at the possibility of removing finger floats on the south side of N-float but determined this area to be too shallow during minus tides towards the beginning portion of the float.

There are substantial amounts of open stalls on other floats that stall holders of J-float can move to (K & L floats) in order to accommodate the remaining few.

Recommendation:

Staffs is recommending the removal of the finger floats along the south side of J-float in Aurora harbor and begin assignment of larger vessels for year round moorage based on recommendation of the committee. Upon approval, staff will contact the few remaining stall holders before work commences to remove finger floats.

AURORA





Port of Juneau

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

To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: August 7, 2012
Re: Roll-off Dumpsters Update

I spoke with the manager of Arrow Refuse regarding the hinged dumpster lids that are on our 10 to 20 yard dumpsters located throughout the harbors. They are aware of the concern and have looked in to what may be the best alternative to make the dumpster(s) safer, one of which may be fabrications to the existing dumpsters.

Fabrications to the existing dumpsters could be done by their workers but would need to be done during the less busy season when reductions occur throughout the rest of the city. Reductions in dumpster service for us occur in the beginning of October.

The Arrow Refuse manager did say that he would ask his general manager before their next budget cycle to increase it for purchasing more user friendly dumpsters. The will keep in touch with me when they have a final decision on replacement or fabrication.



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To: Operations Committee
From: Dwight Tajon- Harbormaster
Date: August 14, 2012
Re: Portable Pump-Out Carts

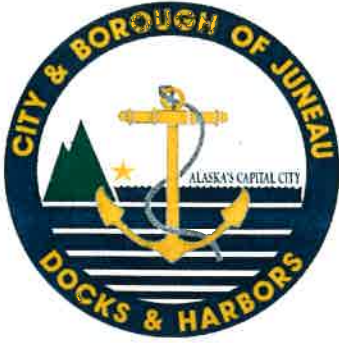
The Docks and Harbors sewer pump-out system is not as user friendly during the winter months and with limited fixed locations, it cannot be utilized by larger boats due to tight locations of some of the units. For example; Harris harbor pump-out can only be accessed if a vessel is not tied up near the vicinity of the pump-out. The Douglas launch ramp is somewhat limited on certain tides for larger vessels. C-ramp at Aurora has air leaks in the system and limited on the length of hose to use. The system was installed about 7 years ago with the thought that it could service the non-moving vessels. Some of the stanchions connections were damaged due to the locations of the connections that also caused trip hazards. Statter harbors pump-out system is the one that is heavily used during the summer months and shut down during the winter like most of the pump-out systems throughout the harbors. The Statter system has roughly 24 feet of exposed pipe that is attached to a vertical wall that freezes often in the winter.

A solution that came about in talks with the Port Director was to look for a portable unit that could be mounted on a trailer or on the back of a Polaris Ranger off road type vehicle; vehicle size though is a problem as well as steep tide variations for transporting up and down the gangway.

One possibility that could service vessels during all times of the year without the need to have them try and maneuver in the ice would be a pump-out cart. A pump-out cart could be "checked out" to an individual requesting to be pumped out and upon return, can be emptied by the same person that checked the cart out. This would eliminate the need of staff to handle the untreated sewage destined for the treatment plant and vessels can remain in place at their assigned stalls. Pump-out carts could be used for two of the town facilities (Aurora & Douglas) since those sewer lines are submerged in the water and located well underground to the outfall.

Reimburesement:

The State Fish & Game Dept. will reimburse up to 75% of the cost for the purchase of sewer pump-outs. Cost estimates are enclosed from Keco, Inc.



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Harbormaster's Monthly Report

August 16, 2012

1. Completed shed rebuild at A-ramp Aurora
2. Pressure washed town derby float and deployed both Statter & town derby floats for use.
3. Started troubleshooting Harris harbor float lights.
4. Cleaned chip seal project on Aurora frontage road.
5. Installed new parts on used oil burner and restarted.
6. Began brush removal work on Douglas seawall.
7. Impounded s/v Sonora and stored at ABLF.
8. More waterline repairs for Deharts and breakwater.
9. Repaired ABLF hoist cable on hoist #1.
10. Restripe handicap spots at Amalga parking lot.
11. Removed trees, shrubs near entrance to Statter due to safety issue.
12. Installed more "No Fishing" signs.
13. Replaced burned out receptacles.