CBJ DOCKS & HARBORS BOARD OPERATIONS COMMITTEE MEETING AGENDA For Tuesday, October 16th, 2012

- I. Call to Order (5:00 p.m. at the <u>AURORA HARBOR OFFICE</u>).
- II. Roll Call (John Bush, Tom Donek, Kevin Jardell, David Logan, Bud 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 August 21st, 2012 Operations Board Meeting Minutes.
- VI. Items for Action.
 - 1. Launch Ramp Permit
 Presentation by the Harbormaster

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING.

2. Internet Launch Ramp Permit Sales
Presentation by the Harbormaster

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

VIII. Staff & Member Reports.

CBJ DOCKS & HARBORS BOARD OPERATIONS COMMITTEE MEETING AGENDA For Tuesday, October 16th, 2012

IX. Committee Administrative Matters.

- 1. Next Operations Committee meeting November 13th, 2012
- X. Adjournment.

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

I. Call to Order.

Mr. Logan called the meeting to order at 5:00 p.m. at the Aurora Harbor office.

II. Roll.

The following members were present: David Logan, Budd Simpson, John Bush, Scott Spickler, Tom Donek and Kevin Jardell.

The following member was absent: Greg Busch.

Also in attendance were: Dwight Tajon – Harbormaster and Carl Uchytil – Port Director.

III. Approval of Agenda.

MOTION by Mr. Bush: TO APPROVE THE AGENDA AS PRESENTED.

The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

There was none.

V. Approval of July 17th, 2012 Operations committee Meeting Minutes.

Hearing no objection, the minutes from the July 17th, 2012 Operations Committee Meeting were approved as presented.

VI. Items for Action.

1. Alaska Pirate's Pride Commercial Use Permit.

Mr. Uchytil said Mr. Bud Cook, owner of the Vessel Alaska Pirate's Pride, has applied for a commercial use permit so he can operate as a Bed and Breakfast/Special Events Attraction Vessel at Auke Bay Harbor.

Mr. Tajon said Alaska Pirate's Pride would need to comply with the transient rules at Statter Harbor and move every 10 days from May 1st through October 1st. It does not appear that they are doing that right now.

Mr. Uchytil said the vessel would need to operate within the bounds of the regulations. Mr. Cook has indicated that he is even willing to just pay the fines for not moving. He has been swapping spaces with another Canadian fishing vessel that is similar in size every 10 days and this is not exactly following regulation.

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VI. Items for Action (Continued).

Public Comment

Mr. Watson said he would prefer to see Docks & Harbors deal with this issue the way they discussed at the last Operations meeting. The vessel is taking up valuable transient moorage space in Statter Harbor. The owner did not check with Docks & Harbors in advance to see if this type of moorage would be allowed.

Mr. Simpson agreed with Mr. Watson that Statter Harbor is intended for transient moorage and Alaska Pirate's Pride is bending the rules. He did not want to create a precedent for this type of activity. He was not sure of the right thing to do in this situation.

Mr. Jardell said we have told Mr. Cook he can do business in the harbors as long as he complies with the regulations.

Mr. Bush asked if it was practical to give the Alaska Pirate's Pride to a citation every ten days.

Mr. Tajon said we can give the vessel a citation after he has not moved for 10 days.

Mr. Donek said Mr. Cook wants to run a hotel in the harbor and that is just not what the harbors is meant for. He said he has a real problem with that.

Mr. Uchytil said we are trying to accommodate Mr. Cook but it does not sound like he has many interested patrons.

Mr. Jardell said Mr. Cook must comply with the regulations and he suggested Harbor Staff come back to the board with a recommendation for Mr. Cook.

2. Aurora Harbor Boathouse Pending Sale (AF-025).

Mr. Tajon said Tom Satre, owner of 1/2 of the boat house located at Aurora Harbor, Float F, slip 25, has given the Harbor Department first right of refusal to purchase the house prior to selling the house to another party. Mr. Tajon recommended the Operations Committee decline the offer since the Harbor Department has no use for the house at this time.

Mr. Simpson asked what the selling price for the half of the float house was.

Mr. Tajon said Mr. Satre is selling the float house for \$45,000.00.

Mr. Simpson said he would like the Operations Committee to have notice from Mr. Satre if a sale of the float house occurs at a lower price than the \$45,000.

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VI. Items for Action (Continued).

MOTION by Mr. JARDELL: TO DECLINE THE PURCHASE OF AURORA HARBOR ½ FLOATHOUSE AT AF-25 FOR \$45,000 WITH THE STIPULATION THAT THE OWNER GIVE ANOTHER FIRST RIGHT OF REFUSAL TO THE HARBOR DEPARTMETN IF HE LOWERS HIS PRICE AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

3. Removal of Aurora Harbor J-float, South Side finger floats.

Mr. Tajon said staff has brought it to his attention that we still have an excess of 24ft. slips in Aurora Harbor. We have already removed the finger floats from the south sides of K & L Floats to make transient moorage available for larger vessels. There are currently only 8 boats permanently assigned on the south side of J float and we have plenty of slips we can move these patrons to. He was looking for approval from the Committee to contact slip holders and relocate them.

Mr. Tajon also spoke with the Hoonah Harbormaster and he would like some of the old finger floats from K & L. We will surplus the removed finger floats.

Mr. Bush asked if we could use the finger floats anywhere else in the harbors.

Mr. Tajon said we have no use for the removed finger floats.

Mr. Uchytil said we should make some kind of public notification that we are going to remove the finger floats.

MOTION by Mr. JARDELL: TO MOVE FORWARD WITH THE REMOVAL OF FINGER FLOATS FROM THE SOUTH SIDE OF J FLOAT IN AURORA HARBOR AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

4. Dispensation for impounded vessel M/V Happy Hooker.

Mr. Uchytil said the M/V Happy Hooker was sold to David Kunat who admits that he only wanted the trailer that went with the vessel. Mr. Kunat claims to have sold the vessel to a Mr. Kirk Douglas. The vessel was abandoned in Statter Harbor sinking. We hired JMS to remove the vessel from the harbor and store it for 90 days. We do not believe Mr. Kirk Douglas exists. We have a \$5,000 bill from JMS and a \$1,000 bill from Dan Bruce for adjudication on the vessel. Amy Mead from CBJ legal is not comfortable sending Mr. Kunat to collections.

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VI. Items for Action (Continued).

DMV records still show Mitch Roper as the owner of the Happy Hooker. Mr. Kunat has said he is willing to pay \$600 to make the bill go away.

Mr. Donek asked why Amy Mead did not want to go to Small Claims with this account.

Mr. Uchytil said Amy Mead did not feel we could prove Mr. Kunat was the owner of the vessel even though Mitch Roper had a bill of sale to Mr. Kunat.

Mr. Logan said if Mr. Kunat titled the trailer in his name, that would prove he took possession of the vessel even if he did not register it.

Mr. Bush said he thought the committee should choose it's battles and maybe just take the \$600 from Mr. Kunat.

Mr. Jardell asked if the department ever planned to store a vessel at JMS again for 90 days.

Mr. Uchytil said we now have room at the ABLF for vessel storage.

Mr. Spickler said he felt the Department was being taken advantage of and we should pursue small claims.

Mr. Simpson said for the record, this is not the stupidest thing that has happened to the Harbor Department. He agreed with Mr. Spickler and hates to see a person get away with this type of thing. Tracking down the trailers registered owner is a good idea.

Mr. Uchytil said Amy Mead has advised us not to take this to small claims.

MOTION by Mr. LOGAN: TO ENCOURAGE AMY MEAD TO TAKE THE M/V HAPPY HOOKER ACCOUNT TO SMALL CLAIMS COURT AND ASK UNANIMOUS CONSENT.

The motion passed without objection.

VII. Items for Information/Discussion.

1. Roll-Off Dumpster Update.

Mr. Tajon said he spoke to the manager of Arrow Refuse about the hinged dumpster lids and they are aware there is a concern. He said fabrications to the dumpsters could be made during a less busy time. October would be a good time to look at modifications. He also said he would look into purchasing more user friendly dumpsters in the future.

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VII. Items for Information/Discussion (Continued).

Mr. Jardell asked what the lifespan of a dumpster was.

Mr. Tajon said he has not seen the dumpsters replaced in 24 years.

Mr. Jardell said we should look into purchasing our own dumpsters.

2. Portable Pump-Out carts.

Mr. Tajon said our sewer pump out system is not user friendly or very convenient for larger vessels to use. There are also limited locations for pump out in the harbors. A solution from the Port Director was to look for a portable unit that could be mounted on a trailer and moved throughout the harbors. Pump out carts could be used for two of the downtown facilities at Aurora and Douglas Harbors. The State Fish & Game Department will reimburse up to 75% of the cost for the purchase of sewer pump-outs. Cost estimates where provided through Keco, Inc.

Mr. Uchytil said Rachel Lloyd from AHAPA is coming to look around the Harbors and make suggestions about how we can achieve certification. The Alaska Clean harbors initiative encourages harbors to be more green and recycle.

Mr. Simpson said he is in favor of the portable carts and this has been a concern of his for some time.

3. Wake Zone-Douglas Harbor.

Mr. Tajon gave a power point presentation on the current no wake zone in the Douglas Harbor area.

Mr. Tajon said the new breakwater at Douglas Harbor seems to be doing it's job, the wake seems to dissipate before it reaches the harbor. Zipline Tours is asking for relief from the no wake zone speed limit.

Mr. Simpson said the Corpse of Engineers has delt with the situation with the breakwater rubble mounds. His inclination is to get rid of the no wake zone in that area.

Mr. Jardell said he agreed with Mr. Simpson and nobody is paying attention to the 5 knot rule Anyway.

Mr. Bush was concerned that if there was damage from a wake coming into Douglas Harbor that the Harbor Department would be liable.

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VII. Items for Information/Discussion (Continued).

Mr. Jardell said everyone is responsible for the wake their vessel causes in and out of the harbors.

Mr. Donek said why have a 5 knot no speed zone if we are not enforcing it? We should Move forward with an ordinance change.

Mr. Uchytil said we should probably look at all the regulations for updates and changes.

Mr. Logan suggested taking the review of all regulations to the full Board.

VIII. Staff & Member Reports.

Mr. Tajon provided his Harbormaster's monthly report to committee members.

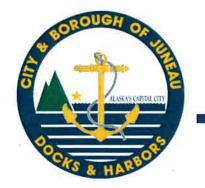
VIII. Committee Administrative Matters.

1. The next Operations Committee meeting – September 18th, 2012.

IX. Adjournment.

MOTION by Mr. DONEK: TO ADJOURN THE OPERATIONS COMMITTEEE MEETING AND ASK UNANIMOUS CONSENT.

The Operations Committee Meeting adjourned at 6:25p.m.



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: September 10, 2012
Re: Launch Ramp Permits

For over eight years Docks and Harbors has had a long-standing procedure that was a verbal directive from a past Harbormaster of selling launch ramp permits as "buy one get one free". It was changed by another harbormaster to buy one and get as many as you want with proof of ownership for multiple permits. Staff has seen the incline of "one user on multiple registrations" with different owners for each trailer to be able to obtain free permits for multiple trailers. This loop hole has created a dramatic effect since its inception.

The ordinance currently does not state the multiple ownership for the sale of multiple permits under 05 CBJAC 20.060. The ordinance does state that each person shall pay a launch ramp fee for using any of the municipal-owned launch ramps.

An average 414 permits have been given away for free to those that show proof of ownership since 2008.

Staff is actively looking at selling launch ramp permits online, with some stipulations.

Recommendation:

Staff is recommending that the following take effect January 1, 2013 for sales in the office and online:

- 1. The transaction for a launch ramp permit needs to be limited to a specific number per owner.
- 2. If purchased online, a temporary permit will be printed for the customer to use immediately by placing it on the dash of their vehicle.
- 3. The customer will be mailed the launch ramp sticker within 10 days of the online sales transaction.
- 4. Lost permits will cost a suggested replacement of \$5.00.
- 5. Offer a discount for purchasing a launch ramp permit online. Total cost now is 94.50 with
- 6. Limit exemptions to specific agencies that should receive either free or discounted launch ramp permits with proof of purchase.

05 CBJAC 20.060 - Recreational boat launch fees.

(a)

(d)

Definition. The fee assessed to an owner for using one or more of the Douglas Harbor Boat Launches, the Harris Harbor Boat Launch, the North Douglas Boat Launch, the Statter Harbor Boat Launch, the Tee Harbor Boat Launch, the Amalga Harbor Boat Launch, and the Echo Cove Boat Launch to launch and recover recreational vessels. Use of the Kayak Launch Ramp at Amalga Harbor is free.

(b) Launch ramp fee period. Launch ramp fees will be assessed on a calendar year or calendar day basis.

(c) Payment deadline. An owner may pay the annual launch ramp fee at anytime during the calendar year. The owner must pay the daily launch ramp fees in advance before the day of use. An owner that has not paid the annual fee will be assessed the daily fee.

Recreational launch ramp fees. Recreational launch ramp fees will be assessed for each calendar year, calendar day, or portion thereof as follows:

assessed for each calendar year, calendar day, or portion thereof as follows:			
Fee Period	July 1, 2005	January 1, 2006	January 1, 2007
	to December 31, 2005	to December 31, 2006	to December 31, 2007
Calendar Year	\$50.00	\$70.00	\$90.00
Calendar Day	\$10.00	\$12.00	\$14.00

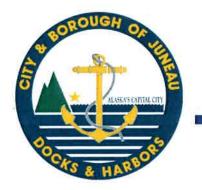
85.20.030 - Boat launch ramp fee and permit required; penalty.



- Any person using one or more of the Douglas Harbor Boat Launches, the Harris Harbor Boat (a) Launch, the North Douglas Boat Launch, the Statter Harbor Boat Launch, the Tee Harbor Boat Launch, the Amalga Harbor Boat Launch, the Echo Cove Boat Launch, or the Auke Bay Landing Craft Freight Ramp, to launch and recover recreational vessels, or use of the launch ramp for access by off-highway or other vehicles, or for any type of commercial use, must pay the applicable fee as provided by regulation and must display the launch ramp permit provided by docks and harbors upon payment of the fee.
- (b) Use of a boat launch ramp in violation of this section is an infraction. (Serial No. 2007-58, § 2, 9-24-2007)

FOOTNOTE(S):

⁽¹⁶⁹⁾ Administrative Code of Regulations cross reference— Waterfront sales, Part IV, § 05 CBJAC 10.010 et seq. (Back)



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

Re: Internet Launch Ramp Permit Sales

Date: October 1, 2012

Staff has once again spearheaded the task of communicating with Hansen Gress that handles Eagle Crest's online ski pass sales to help us develop online sales of our launch ramp permits through our website.

This online sales will help us better develop an understanding of our launch ramp permits with built in options to select which launch ramps the customer uses the most. We can also tie the information in to our harbor accounting program if needed. Customers will be able to purchase a temporary launch ramp permit at their convenience that will be valid for 10 days while the actual sticker will be mailed off to them. The temporary permit will need to be displayed in the vehicle window until the sticker is received.

Notifications of an online sale will be sent via email to one or, all of the harbor clerks in order to expedite permit mailings with one person assigned the task of mailing out the sticker as to not duplicate the process for one person.

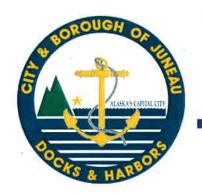
In order to encourage the use of online sales of launch ramp permits, notifications should be mailed out to all launch ramp users letting them know of the new service.

The permits can be sold on line for each of the following categories: Kayak permits Recreational permits Commercial permits

The estimated cost for Hansen Gress Services is to be around 5k (one time fee) with annual estimated fees of \$939.28 and the annual percentage charge for credit card sales 3-5%.

Recommendation:

Staff is recommending that we proceed with the online launch ramp permit sales and have it up and running no later than January 1 with an update to follow up at the next OPS meeting. Staff is also recommending discount for an online purchase of 10-12 dollars off per permit.



Port of Juneau

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

Harbormaster's Monthly Report

September 14, 2012

- 1. Replace leaking boiler valves in Statter office.
- 2. Added more transition plates on work float.
- 3. Repaired main transition plates at bottom of gangway.
- 4. Began pressure washing floats by breakwater.
- 5. Filled in pot holes at Horton and Deharts parking lots.
- 6. Changed out burned out outlets-Statter.
- 7. Brush removal at Harris.
- 8. Ordered larger rocks to be installed on Echo Cove launch ramp.
- 9. Overhead light surveys for Aurora, Douglas and Harris.
- 10. Completed pressure washing ramps/ approach docks.
- 11. Waterline repairs on L-float in Aurora, end cap welded on by contractor.
- 12. Heat trace for water canisters checked and repaired in all downtown harbors.
- 13. Port shut down completed for winter.
- 14. Deharts harbor shut down for one final time-AEL&P removed meters.