

CBJ DOCKS AND HARBORS BOARD
REGULAR MEETING AGENDA
For Thursday, April 25th, 2013

- I. Call to Order** (5:30 p.m. at the CBJ Assembly Chambers.)
- II. Roll** (Greg Busch, John Bush, Tom Donek, Eric Kueffner, David Logan, Budd Simpson, Scott Spickler, Michael Williams, and Kevin Jardell).
- III. Approval of Agenda**

MOTION: TO APPROVE THE AGENDA AS PRESENTED.
- IV. Approval of March 28th, 2013 Regular Board Meeting Minutes.**
- V. Public Participation on Non-Agenda Items** (not to exceed 5 minutes per person, or twenty minutes total time).
- VI. Items for Action.**

- 1. Public Hearing – Amendment of Title 05, Chapter 20 – Small Boat Harbor Fees and Charges –Moorage and Title 05, Chapter 40 Small Boat Harbor Moorage Management Regulations
Presentation by the Port Director

Board Comment

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

- 2. Public Hearing – Amendment of Title 05, Chapter 15 – Fees and Charges.
Presentation by the Port Director

Board Comment

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

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Items for Action(continued).

3. Corrected FY14 Moorage Rates
Presentation by the Port Director

Board Comment

Public Comment

Board Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

VII. Items for Information/Discussion.

1. Update on Loading Zone – Presentation by the Harbormaster
2. Aurora Harbor – South Approach Dock – Condition Assessment
3. Thanks to M/V MORGAN ANNE
4. Impound – AK8400M
5. Update on HB131 – Abandoned and derelict vessels
6. Statter Ribbon Cutting Ceremony
7. Employee of the Quarter Recognition

VIII. Committee and Board Member Reports

1. Operations Committee Meeting – April 16th, 2013
2. CIP/Planning Committee Meeting – Cancelled
3. Finance Committee Meeting – Cancelled
4. Member Reports

IX. PRAC Representative Report

X. Port Engineer's Report

XI. Harbormaster's Report

XII. Port Director's Report

XIII. Assembly Liaison Report

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XIV. Committee Administrative Matters

- a. Operations Committee Meeting – May 21st, 2013
- b. CIP/Planning Committee Meeting – May 23rd, 2013
- c. Finance Committee Meeting– May 28th, 2013
- d. Board Meeting – May 30th, 2013

XV. Adjournment

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I. Call to Order.

Mr. Jardell called the Regular Board Meeting to order at 5:33 p.m. in the Assembly Chambers

II. Roll Call.

The following members were present: Greg Busch, John Bush, Tom Donek, Eric Kueffner, David Logan, Budd Simpson, Scott Spickler, Michael Williams, and Kevin Jardell.

Also present were the following: Carl Uchytel – Port Director, Gary Gillette – Port Engineer, Dwight Tajon – Harbormaster, Loren Jones –Assembly Liaison, Dixie Hood – PRAC Liaison, Amy Mead – CBJ Law Department, Rob Steedle – Deputy City Manager, and Bob Loiselle – President/CEO Goldbelt Inc.

III. Approval of Agenda.

MOTION By MR. WILLIAMS: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion was approved with no objection.

IV. Approval of Previous Meeting Minutes.

Hearing no objection, the February 28th, 2013 Regular Board Meeting Minutes were approved as amended with a correction from Ms. Hood.

V. Public Participation on Non-Agenda Items - None

VI. Items for Action.

1. Establishment of new loading zone area for Statter Harbor to accommodate new permanent moorage floats.

Mr. Tajon said there were four loading zone areas proposed and discussed at the Operations Committee meeting on March 19th. The Operations Committee approved Concept C, which is 130' of space near the end of the existing A-float for general use as a loading zone and allowed the DeHart's customers to retain the new stall assignments. Mr. Tajon read the 05 CBJAC 25.010 Designated Moorage Areas regulation. *At any time during the year, the harbormaster, in his discretion, may designate moorage areas within the harbor for specific uses, such as the loading and unloading of*

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passengers, crew, or cargo, fish cleaning, boat repair. Commercial, recreational, and other types of moorage.

Mr. Tajon said he received a letter from the Juneau Inspected Tour Vessel Operators outlining what they are asking for consideration. The tour operators are saying that the end of A float would be problematic because of the distance their customers would have to walk and would cause congestion in the parking area. The Horseshoe area that was proposed would be feasible plus 120' that larger vessels could use. The other option proposed in their letter is the Horseshoe area only for boats that were six passenger charter. The larger boats, such as the Allen Marine Boats and the Fjordland would use the dock at the end of the gang ramp. They were also asking for consideration to free up transient moorage in Statter Harbor to allow charter operators to use the Horseshoe area for moorage after they are finished for the day.

Mr. Tajon said he received an email from the Operation Maintenance Supervisor at Statter Harbor and he suggested leaving the second gangway in, which is a temporary access now at the southeast end of the Harbor office, to alleviate congestion. Mr. Tajon said he looked at that and it is not ADA. There would need to be some modifications to the gangway for wheelchair access to the wood float. The recommendation he had originally may change because of the letter from the Tour Operators.

Board Comments

Mr. Kueffner said he received calls about the loading zone area from stall holders concerned about their stalls being lost. Where does that come in?

Mr. Tajon said originally the new DeHart's area was built for 66 stalls and four where to stay open for general loading and unloading. He said in his error, he instructed staff to assign those four stalls out taking eight people off the wait list. Last year the charter operators used the inside of the work float without any problems and inside the Horseshoe for loading and unloading.

Mr. Jardell said neither Mr. Tajon or Mr. Uchytel were in previous Board discussions to leave stalls open for loading and unloading, and in the transition the two stalls that were to be left open were assigned and now is the problem of where to find the loading area.

Mr. Kueffner asked what is the recommendation now?

Mr. Tajon said to allow the charter operators to use the entire inside portion of the wood float. The sportsman float would become the new area for fish

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sales. Add an area in front of the proposed horseshoe, equal to the area at the end of the gangway used currently as the loading zone area. This would be added due to safety concerns for the larger boats shoreward on minus tides.

Mr. Busch asked how many of the charter operators are represented in the letter received from the Juneau Inspected Tour Vessel Operators? At the February Operations meeting there were a number of operators that said the Horseshoe area would have safety concerns and congestion.

Mr. Tajon said he was not sure.

Mr. Williams asked if Mr. Tajon could give an approximate number of users for the ramp to the Main A float on an average day in the summer?

Mr. Tajon said 800 plus people per day.

Mr. Williams asked Mr. Tajon if safety played into the equation when the loading and unloading areas are farther out in the harbor?

Mr. Tajon said if the loading and unloading areas were closer it would be better managed. The complaints he hears from the general users are that the buses block everything.

Mr. Williams asked if spreading out the loading and unloading area would be beneficial?

Mr. Tajon said he would have to look into it and measure out areas. This would cut off transient space and general users and he is not sure that is the correct thing to be doing.

Mr. Spickler asked if all the options presented are going to displace the individuals that were told they were to get a stall?

Mr. Tajon said all but one option kept them in their stalls.

Mr. Busch asked how many feet of space did the operators have in 2012?

Mr. Tajon said about 250'.

Mr. Jardell said the Operations Committee made a recommendation for using the end of A float. Since then, the Charter operators came back and suggested to re-look at the Horseshoe. Mr. Jardell asked what Mr. Tajon recommends?

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Mr. Tajon said based on his observation from last year. He said the inside face of the Horseshoe, which is 150' of the float and 60' on the fish sales area and possibly another 150' is the best choice and recommend.

Public Comment

Chris White, Juneau, AK

He was going to originally support the recommendation by the Operations Committee, but now he is in support of the recommendation put forward from the Charter Operators. As much traffic as possible moved out of the main basin of the Harbor will be a benefit. He said he does not recommend to give up the slips. He also wanted to clarify that anything set up for loading zone would not just be for the Charter Operators, but general use.

Mr. Jardell said in the past all loading zones have been open to the general public. In this case the Charter Operators have asked to have the Horseshoe so they can stay there overnight, and that will be something for the Board to determine.

Mr. White said that is generally a good idea, but the Charter Operators don't all end their day at the same time.

Paul Hoffman, Juneau, AK

He said he thinks what the Harbormaster has proposed will work. He hadn't heard about this until last Friday from Dennis Watson. As long as the patrons are not being displaced from their stalls, working this out is appropriate. Mr. Hoffman has wondered why the commercial users don't use the Auke Bay Loading facility because the parking lot is always empty and the dock is not used that much. This would be a good area for the catamarans and larger vessels. Moving the patrons that waited a long time for a stall just causes a domino effect. He also said this was discouraging to not have notice.

Paul Swanson, Juneau, AK

He said Mr. Tajon was not wrong to assign the slips. A & B floats are DeHart's customers. The main problem is still the inadequate slips being built. He said he knows a lot of the DeHart's patrons left DeHart's because lack of maintenance, floats sinking, electrical problems, and the fuel dock almost sank. He said the Horseshoe is adequate and should work.

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Jeremy Geiser, Juneau, AK

He said he is with Gastineau Guiding and is speaking on behalf of people with inspected vessels paying a passenger fee and operate out of Auke Bay on a daily basis. Mr. Geiser showed a power point presentation with the inspected vessels recommendation of the loading and unloading area. With this recommendation, safety, efficiency, accessibility and consideration for other users were very important. Mr. Geiser said based on what the Charter Operators currently understand, with the stalls not being made available to the operators, the Charter Operators recommend the inside of the Horseshoe area up to A float and the area at the end of the gang ramp that is currently used, for the following reasons:

Safety: The closer to the loading zone the better. Larger vessels over 40' need more room than just the Horseshoe area to operate and load safely.

Efficiency: Close and quick loading will keep the traffic moving quickly. Operationally, split loading zones will cause delays and could be problematic.

Accessibility: The bottom line for people with disabilities would be the closer the better.

Consideration: Compliance with TBMP (Tourism Best Management Practice) is to have consideration for other users and minimize the tour groups impact on the community. Others can still continue to use the current loading zone at the end of the gang ramp and it would not need to be used by the smaller operators.

The recommendation does include overnight moorage and he said the Charter Operators have a good enough working relationship that coming in at different hours shouldn't be an issue. This will free up some transient moorage.

Mr. Kueffner asked what Mr. Geiser thought about using the Auke Bay Loading Facility for loading and unloading of passengers?

Mr. Geiser said he hadn't looked at that area, but just wants a place that can be used and not bother anyone.

Mr. Williams asked if the inspected vessel operators were notified when the two moorage spaces were no longer available?

Mr. Geiser said they were not notified.

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Mr. Williams asked if he was notified when the changes were made to the loading area.

Mr. Geiser said no, he was only notified when their Safety Operations Committee notified them to get their input before their proposals were made.

Mr. Busch asked how large of a group does Mr. Geiser represent.

Mr. Geiser said almost the majority of the Charter Operators.

Mr. Jardell said the Auke Bay Loading Facility is not permitted for passenger embarkment and disembarkment. The float is actually higher than would be adequate for passenger loading. This is not an option for tonight.

Louis Juergens, Juneau, AK

The option that Mr. Geiser proposed makes sense because the added area to the Horseshoe makes it work for the larger vessels. The overnight moorage area will be a great option because it will utilize that space at night and free up additional transient moorage.

Douglas Ward, Juneau, AK

He said he owns and operates Dolphin Tours, he has been a Statter Harbor user since 1994 and he represents 28 to 30 business' that are dependent upon their business at Statter Harbor. He said he was not notified of committee meetings prior to this, and no input has been solicited. He said he is mostly interested in smooth running of the Harbor. The proposal submitted by the Operations Committee will cause unnecessary congestion to all users, not only on the docks but the parking lot also. This will be a temporary fix until the permanent facility can be built. He said he recommends to not approve the proposal by the Operations Committee. He requests to solicit additional input from the significantly impacted users. He said he was not informed of these changes. Mr. Ward said he would be willing to contribute his time and energy as best needed to make the loading zone area work. He said the aspect of loading his people at the Auke Bay Loading Facility which is two miles apart by a highway is horrific. Splitting the loading area is a big challenge for the Operators.

Bob Janes, Juneau, AK

He said he is the owner of Gastineau Guiding. He wants to make sure that the Board knows this proposal is a compromise. He thought the slips would be left unassigned and available for the tour operators to use. He said he was very leery of the horseshoe at first and that is because of the tight

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working area, but with the extra space that should work. The trade off for this would be to keep their larger vessels out of the front loading zone and make available for Allen Marine, Fjordland, the six pack boats, the fishing boats and all the other users.

Chris Meier, Juneau, AK

He said the key to making the Horseshoe work is the additional space in front of the original Horseshoe area for the larger vessels.

Tom Dawson, Juneau, AK

He said this will be a temporary situation for the next four years. He asked why the ramp, that is on shore at the Douglas Boat Harbor, can't be reinstalled. A short deck could be put in using the current by-pass float. He said this would then become the whole loading zone for passenger for hire vessels. It was his understanding that this was talked about but he said he doesn't know why this wasn't considered when this whole plan was set up.

Dick Deems, Juneau, AK

He said he likes the idea of the Horseshoe plus extending over to A float. This will give the charter operators their own area. When the boats come in, there is so much congestion you can't even get out of your stall sometimes. There is no perfect answer to this. Maybe some of the old DeHart's could have been left in for loading and unloading of passengers, but that is not an option now.

Dennis Watson, Juneau, AK

He said it is nice to see a compromise taking place. He has a concern with the intensity this Harbor is being used, and the controversy that was starting to develop. He said he talked to Kirby Day with TBMP and said if all users don't get along and make the best of a temporary issue this will blow up and be in the newspaper as putting tourism against people who live here year around. The increase in moorage rates will cover any loss in revenue for the few slips. This facility was funded by the State of Alaska with \$5 million. Mr. Watson said it is sad that the other users of Statter didn't recognize an opportunity as the users of DeHart's did to work with the Legislature to get money for DeHart's replacement. The efforts to get the \$5 million came from the DeHart's patrons. He said he encourages the Charter Operators to get involved with the Legislature so the burden of finding money to build the loading zone area is not put solely on the Harbor Board. There is a limited amount of money and a lot of things need to take place. It is important for

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people to work together. He also said if the Auke Bay Loading Facility is going to be used for loading of passengers, it will require a variance from the Planning Commission, and that is a reasonably short process. Another comment he said was only one ramp would need to be ADA compliant. He hopes the Harbor Board recognizes other Charter concerns and takes action with solutions.

Mr. Williams asked Mr. Watson if he agreed with the configuration going on at Statter now and this is a balance to accommodate people and also look for the least impact on all user groups?

Mr. Watson said right now the presentation by staff better meets those requirements than the suggestion to remove eight patrons from their slip. He said there should have been more thought to possibly driving more piles to provide a temporary loading area that would have accommodated everyone.

Board Discussion/Action

Mr. Busch said he apologized to all the users that were not contacted on the changes, he thought staff had been contacting patrons. Mr. Busch said to provide a brief history, about two years ago at the Finance Committee there were two 42' slips that were to be left open and five 32' slips. At the time, that was the amount of people left on the swap list. This was looking at the first two sets of the new A and B floats, but not necessarily the 42' slips. It was originally just along the head float that was going to be left open. Unfortunately, that concept got buried over time with change of personnel. Right or wrong, the Board was considering moving the four assigned stall holders to accommodate the original plan. The Board has heard loud and clear that is not the way to treat patrons. The recommendation from the Operations Committee from the last meeting weighed heavily from input received from the February meeting that the horseshoe was not going to be a safe solution. He appreciated the work Gastineau Guiding has put into this alternative to address the safety concerns and take care of the issues that would come about looking at the end of A float. Mr. Busch said he fully supports going with the recommendation from the Juneau Inspected Tours proposal that would included the extended area at the head float and include using that area at night. With that, transient moorage is not displaced at night. Mr. Busch said he spoke with Allen Marine and they have about 70 trips that are loaded at the end of the gangway. They are in favor of working with staff to see if some of their trips could be accommodated from the Auke Bay Loading Facility and pursuing a variance. The issue could be requirements for parking.

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Mr. Simpson said it is interesting that this topic receives the most testimony and yet all the Charter Operators say they were not notified. Furthermore at last week's Operations Committee meeting it was practically unanimous testimony from the public to move the loading operations out to the end of the old A float because the horseshoe was too confined, dangerous, inconvenient because you couldn't see if there was space, and the end of A float wasn't really too far to make people walk. This week the story changed. He can see the logic in the presentation tonight and does not have a problem with this. He will support the loading zone areas for all users and not exclusive for a specific group. He will also be in support of the overnight use from 9 pm to 7am. The people moved from DeHart's do not own a perpetual right to the new slips. Docks & Harbors staff is doing their best to accommodate these people. The idea with fewer slips there now than before is compelling because staff has been able to take people off the wait list. He said he hopes all the bases have been covered and this can be adopted.

Mr. Logan asked Mr. Tajon for a number of current 6-pack users and local users that use the loading zone area? He also does not like the idea of exclusive use for the charter operators.

Mr. Tajon said he doesn't have a number but there is a lot.

Mr. Kueffner asked if the horseshoe isn't good for big boats, what is it good for?

Mr. Tajon said it is limited on the number of boats that can access that area. He instructed the Operations Maintenance Supervisor at Statter Harbor to have the Charter Operators use that area last year and they used it with no complaints.

Mr. Spickler asked if there were problems with this area, would it be possible to change this in a couple of months?

Mr. Tajon said yes.

Mr. Logan asked how large the new area would be?

Mr. Tajon said about 620'.

Mr. Busch said in terms of the waitlist brought up by Mr. Simpson, he does share a lot of the concerns brought up by Mr. Swanson and Mr. Watson that there has been a net loss of slips and why there wasn't a waitlist is because the condition of the old DeHart's and also the decision by the Board not to build 24' slips. This lost an entire user group and so those vessels are no longer on the wait list. There is no permanent moorage for that size vessel

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anymore. He said a long term project would be to look at additional moorage at Statter Harbor.

Mr. Jardell said this is a good solution to move forward on. He likes the idea of overnight parking, but is not in favor of being exclusive.

Mr. Logan asked how problematic will it be if the area at the end of the gang ramp is the only area Allen Marine and Fjordland can load and unload?

Mr. Tajon said it shouldn't be an issue. They have already given a schedule.

MOTION By MR. SIMPSON: TO ESTABLISH A LOADING ZONE AREA THAT IS AVAILABLE TO ALL USERS REFERRED TO AS THE HORSESHOE (CONSISTING OF THE OLD WORK FLOAT AND GOING AROUND TO THE MAIN FLOAT ON THE SHOREWARD SIDE UP TO THE OLD A FLOAT AS SHOWN ON THE PRESENTED PICTURE FROM THE HARBORMASTER, PLUS THE EXISTING LOADING ZONE THAT IS AT THE BASE OF THE MAIN GANGWAY) AND THAT THE LOADING ZONE AREA THAT IS WITHIN THE HORSESHOE AREA WILL ALSO BE AVAILABLE FOR OVERNIGHT MOORAGE DURING THE HOURS OF 9:00 P.M. TO 7:00 A.M ONLY.

Mr. Jardell requested a friendly amendment to not use the time in the motion and to allow the Harbormaster to establish times.

Mr. Simpson accepted the friendly amendment.

Mr. Logan seconded the motion.

Motion passed by unanimous vote.

2. 2012-49 (Ordinance amending the Land Management Code)

Mr. Steedle said Lands and Resources staff have been working on revisions to Title 53. In the packet is the section of code that deals with land disposal. This was referred to this Board by the Assembly Committee of the Whole at their November 19th meeting. This probably won't be of much interest because this section of the code deals with land disposal.

Board Questions - None

Public Comments -None

Board Discussion/Action

Mr. Busch asked what motion is needed from the Board?

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Mr. Steedle said to send back concurrence.

MOTION By MR.BUSCH: MOVE TO RESPOND TO THE ASSEMBLY THAT DOCKS AND HARBORS DOES NOT OBJECT TO THE 2012-49 ORDINANCE AMENDING THE LANDS MANAGEMENT CODE AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

3. Aurora Harbor Contract Amendment – Expand Phase I

Mr. Gillette said this is a contract amendment for PND Engineers for the Aurora Harbor rebuild project. It was decided at the January 31st meeting to expand Phase I of the Aurora Harbor project from approximately \$4 million to \$11 million to reflect the available funding that Docks & Harbors has currently. This phase has more than doubled in size. With the additional work for this expansion it represents 8.7% of the construction costs which is consistent for projects of this nature.

Mr. Jardell said this was also recommended by the Finance Committee.

Board Questions - None

Public Comment- None

Board Discussion/Action

MOTION By MR.KUEFFNER: TO ADOPT THIS CONTRACT AMENDMENT AS RECOMMENDED BY THE FINANCE COMMITTEE AND ASK UNANIMOUS CONSENT.

4. Cruise Ship Terminal Staging Area Contract Amendment – Phase II

Mr. Gillette said this project is the Cruise Ship Terminal Staging Area which is the parking and staging area in front of the Tram. The original contract included the replacement of the dock behind the Tram with removal of the transfer bridge and the staging area. Staff ran into a problem with ADOT and to keep the project moving, the project was split. The work on the dock behind the Tram is currently under way. This remaining phase will address the parking lot and staging area. With splitting this project, additional costs and changes happened. PND proposed \$74,690 for this work and consistent with the work that is left to do. This contract represents getting the final design, getting a second bid, and taking it through the second bid process. This is under \$100,000 so does not need to go to the Assembly. This needs to go out to bid by mid summer if the project is to start in the fall.

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Mr. Jardell said this was also recommended from the Finance Committee.

Board Questions-None

Public Comment -None

Board Discussion/Action

Mr. Kueffner said he asked Mr. Gillette at the Finance Committee if this price was consistent with this type of a project and Mr. Gillette said it was.

Mr. Jardell said DOT's director Al Clough involvement to work with Docks and Harbors on this issue and other DOT staff was very much appreciated.

MOTION By MR. WILLIAMS: TO APPROVE THE CRUISE SHIP TERMINAL CONTRACT AMENDMENT FOR \$74,690 AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

5. Statter Harbor Launch Ramp – Contract Amendment

Mr. Gillette said this is additional work to move forward with the Statter Harbor Launch Ramp project. Staff is currently working on the permitting phase for the conditional use permit and there is additional work. There are some areas that are softer than originally thought so additional geotechnical work is required. This work has been added to the project scale. We are embarking on some traffic studies to satisfy DOT's requirements for the driveway permits. He said staff is also working to acquire additional tidelands for this project. All of these planning and permitting tasks fall under work that can be funded by the Fish & Game grant to assist this project. With approval from the Board to use those funds this project could move forward.

Board Questions

Mr. Jardell asked what extra tidelands are needed?

Mr. Gillette said the area the ramp will be on.

Public Comment -None

Board Discussion/Action

MOTION By MR. WILLIAMS: TO APPROVE THE STATTER HARBOR LAUNCH CONTRACT AMENDMENT PRESENTED BY MR. GILLETTE WITH PND FOR THE SUM OF \$74,948 AND ASK UNANIMOUS CONSENT.

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Motion passed with no objection.

6. ADOT Round – About Easement

Mr. Uchytel said back in December this Board approved a permanent easement for 2300 sq/ft of Docks & Harbors property. This easement is needed by ADOT to construct a driveway for Mr. Dick Deems.

This was ready to go to the Assembly for approval when the process was delayed for not having a current appraisal and ADOT not agreeing to a price. Since then, Horan & Company has re-appraised the property and the State is willing to pay \$86,600 for a non-inclusive easement to be issued to the State with the understanding it will be reassigned to Mr. Dick Deems for access to his property. The CIP Committee approved this but wanted to have CBJ legal here to answer questions, and the Finance Committee approved the sum of \$86,600.

Board Questions

Mr. Logan asked Ms. Mead if she could give a quick overview on what Mr. Ray Preston was referencing problematic in his letter, and what does this mean for the land in the future with mixed uses in the area?

Ms. Mead said primarily the concerns in the letter were over the indemnity provisions, and all of the State's concerns have been addressed.

Mr. Logan asked in the future, if something changes overtime and the structures are no longer present, will future Boards be limited on usage?

Ms. Mead said that is something that needs to be considered by the Board in thinking of the terms of the resolution. The resolution gives the Port Director the power to add additional terms as he may deem necessary prior to the creation of the easement. Some rights are given away with this easement. The way Ms. Mead sees this easement is that it would run tied to the residential lot it is benefiting, and may only be used as a driveway for that residential lot. If the circumstances changed in the future, the easement would revert back to Docks & Harbors.

Mr. Uchytel said the retaining wall will not be included in the easement. This will be in a MOA with the State to add language for cost sharing in the event a retaining wall is needed. Mr. Clough has been briefed on this and has accepted.

Public Comment

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Dick Deems, Juneau, AK

He said his property is Waterfront Commercial. When there is talk about not having any business on this easement is troublesome. It doesn't matter now, but it could in the future.

Mr. Uchytel said there is no legal standing between Dock & Harbor and Mr. Deems on this easement.

Board Discussion/Action

Mr. Kueffner said he is going to support this and Docks & Harbors shouldn't slow down the process for ADOT's project.

Mr. Logan asked Mr. Uchytel if he can protect Docks & Harbors interest moving forward with this easement?

Mr. Uchytel said yes, and Docks & Harbors does not want to slow up their project.

Mr. Williams agreed that Docks & Harbors shouldn't hold up this project that will help the community.

MOTION By MR. SPICKLER: TO PROCEED WITH THE RECOMMENDATION TO THE ASSEMBLY TO MOVE FORWARD WITH THE EASEMENT AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

7. Board Member selection for 1% for Art at the Cruise Dock

Mr. Gillette said the 1% for Art panel for the Cruise Dock is being assembled. The process is that two members are identified from the Juneau Arts and Humanities Council, one member is appointed by the City Manager (working in conjunction with the Port Director), one member is representative of the user or owner of the project (Docks & Harbor Board), and two are at large that the Assembly picks. Those two positions are currently being advertised. Applications will close at the end of the month and the plan is to go to the Human Resources Committee at the end of April. This will then go to the Assembly at their first meeting in May. Because this is the last Board meeting before the Human Resources meeting, Mr. Gillette requested that a Board member be appointed tonight.

Board Questions - None

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Public Comment - None

Board Discussion/Action

Mr. Logan volunteered to be on the 1% for Art panel and there was no objection from the Board.

No motion required.

8. Harbor Truck Purchase

Mr. Tajon said staff is looking at purchasing a new vehicle for \$28,849. After the purchase, two vehicles would go to surplus that have a lot of miles and have numerous costly repairs. Mr. Tajon said he is asking the Board to approve the purchase of a new vehicle. If the truck was ordered in the next couple of weeks, it would probably be three months before Docks & Harbors received it.

Board Questions

Mr. Busch asked where the money was coming from?

Mr. Uchtyl said the funds would come from the vehicle replacement budget item. Funds are set aside each year toward this item. There is approximately \$56,000 currently in that fund.

Mr. Jardell asked Mr. Tajon with working off the State's procurement for this truck, does he know where this vehicle will be coming from?

Mr. Tajon said it would be in state. He said they go with the lowest bidder and the last one was out of Anchorage.

Mr. Jardell asked if there was any way to buy local?

Mr. Tajon said to buy local, staff would have to go out for a formal bid, and that would take a long time.

Mr. Williams said using the State's procurement will be saving staff time and money.

Public Comment

Ms. Hood, Juneau, AK

She asked if the \$56,000 that was mentioned by Mr. Uchtyl was the amount going to be used to purchase the truck?

CBJ Docks and Harbors Board
REGULAR BOARD MEETING MINUTES
For Thursday March 28th, 2013

Mr. Jardell said that is the budgeted amount, and not the amount being authorized to use. He said the amount to be used is approximately \$28,849 which is from the State's procurement system.

Mr. Jardell explained that business' put out a procurement to participate on the State's procurement system and there is an open competition throughout the State. They are put on a master list and the lowest bidder can be picked. The purpose is to save money by making it more efficient.

Board Discussion/Action

MOTION By MR.KUEFFNER: TO AUTHROIZE THE HARBORMASTER TO PURCHASE A TRUCK FOR \$28,849 AND SURPLUS TWO VEHICLES AND ASK UNANIMOUS CONSENT.

VII. Items for Information/Discussion.

1. Mt. Roberts Tram Update

Mr. Uchytel said at the Finance meeting there was discussion and a process to move forward with the lease rent for the Mt. Roberts Tram. Currently staff is at an impasse with Goldbelt what the market rent revaluation should be. Docks & Harbors has an appraisal from Horan & Company suggesting the property is worth \$3.3 million and the extraordinary assumption by Golbelt's attorney's to suggest the property is of no economic value. Both sides have acted in good faith, but are at an impasse. There is a letter in the packet from Mr. Loiselle. The letter points out that in the lease it allows for a third appraiser to choose either the Horan valuation or the appraisal conducted by Reliant that suggests the no economic value.

Bob Loiselle, President/CEO, Goldbelt, Inc.

He said the main difference in the appraisals is the legal theory in which each one was performed. The one performed by Reliant says the restraints that the property is put under to conform to the terms of the lease need to be taken into account. This property can only be used as an aerial tramway and because of the economics of that particular venture, the current value was zero. The Horan appraisal did not operate under those same constraints and so there are two appraisals that are very different. The legal opinion on this matter by Mr. Spitzfaden shouldn't be characterized as extraordinary, but rather what Goldbelt believes to be the correct approach. The results of having a third appraiser choose, is if Goldbelt's appraisal was deemed to be correct, it would default back to a base rent of \$30,000 annually compared to the \$104,000 that is currently being paid. On the other hand if Mr. Horan is correct, Golbelt's rent goes from \$104,000 to \$300,000 annually. There

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has been various mean's over the last couple months to bridge the gap. Goldbelt had another appraisal done using the same terms that the Horan appraisal was done. The new appraisal was not deemed to be of any value by Docks & Harbors representatives. Goldbelt also showed opinions of other appraisers that would approach this appraisal in a similar manner. Essentially we are at an impasse, but not sure all options have been exhausted. If the assumption is that we need to come to an agreement based on the current terms and conditions of the lease and those terms and conditions cannot be modified or amended then we are at a broad impasse. It was suggested to approach this in a different perspective. The current numbers could be escalated to current escalated values adjusted for inflation, but that suggestion was not well received. The matter before the Board is whether to go to the provision of the lease that suggests selecting a third appraisal to choose between the two appraisals and deem one to be correct. The difficulty with that is there are two different assumptions based on legal opinion. Mr. Loiselle said he still hopes to address this in a different fashion. He said Goldbelt knows this is an important income for Docks & Harbor. Goldbelt is looking for a way to come up with a number Docks & Harbors is comfortable with and one Goldbelt can live with, and they are not suggesting the current rent to drop.

Mr. Jardell said the next step to move forward will be to put this before the Board at the next meeting. He said the direction Goldbelt would like to go is renegotiation of the contract, and that has been difficult for the sub-committee and Finance committee to go there.

Mr. Simpson asked if the appraisal performed with the same assumption as Horan used is a matter of public record or is it confidential?

Mr. Loiselle said the summary has been shared, but if the whole appraisal is useful it could be made available.

Mr. Simpson asked what was the value in the appraisal?

Mr. Loiselle said he believed the value of the unimproved land was \$260,000.

Mr. Simpson said this would be back to the \$30,000 annual rent.

Mr. Loiselle said yes.

VIII. Committee and Board Member Reports

1. Operations Committee Meeting – March 19th, 2013

Mr. Busch said the main item was figuring out the loading zone area at Statter, and that was discussed here.

2. CIP/Planning Committee Meeting – March 21st, 2013

CBJ Docks and Harbors Board
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Mr. Williams said all the action items covered at the meeting has been covered here. He said Mr. Uchytil talked about capping issues for capping the dredge spoils out of Douglas, and work is in progress on the Petro Marine Services fuel dock lease.

3. Finance Committee Meeting – March 26th, 2013

Mr. Kueffner said all the Finance Committee items were discussed here tonight.

4. Member Reports - None

IX. PRAC Representative Report

Ms. Hood said she had nothing to report.

X. Port Engineers Report

Mr. Gillette's said his report is in the packet. There are currently two projects under construction. Statter Harbor and the Downtown Cruise Ship Terminal Staging Area. Both are moving along smoothly.

XI. Harbormaster's Report

Mr. Tajon said all the North Douglas boarding floats should be in place by April 10th.

XII. Port Director's Report

Mr. Uchytil said Mr. Kueffner will be termed out and he asked the Board to start recruiting for other Board members.

He said he received a request from Richard Burns to have the Rotary Duck Derby in Douglas Harbor on the 4th of July. He asked the Board if this would be acceptable. Mr. Uchytil said 5,000 ducks would be put in the Douglas Harbor and then winners would be picked out. There was more discussion on having the duck derby at Douglas. Mr. Williams wanted a plan for the Duck Derby before agreeing to this. Mr. Simpson said he would work with the Rotary Club for a positive solution.

Mr. Uchytil said May 1st Docks & Harbors is on the Assembly agenda to present the FY13/FY14 budget.

Mr. Uchytil said he will be speaking with the Harbormaster at KINY action line tomorrow. He said it is bothersome to hear that people were not notified because he works very hard to get the word out on things affecting patrons.

XIII. Assembly Liaison Report- Mr. Jones said he suggested to be prepared to answer questions on added significant amounts of money to contracts. He will not be able to attend the April 25th Board meeting.

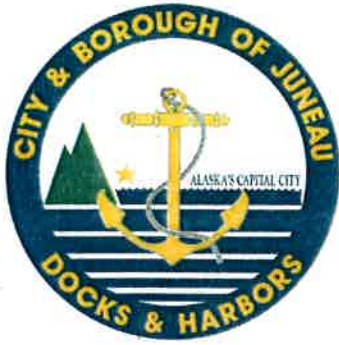
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XIV. Committee Administrative Matters

- a. Operations Committee Meeting – Next meeting is April 16th at the Aurora Harbor.
- b. CIP/Planning Committee Meeting – Next meeting is April 18th, 2013 in the Assembly Chambers at 5:00 p.m.
- c. Finance Committee Meeting – Next meeting is April 23rd, 2013 in CBJ Room 224 at 5:00 p.m.
- d. Board Meeting – Next meeting is April 25th, 2013 in the Assembly Chambers at 5:30 p.m.

XV. Adjournment

The regular Board Meeting adjourned at 7:58 p.m.



Port of Juneau

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

NOTICE OF PROPOSED CHANGES TO REGULATION

Notice of Public Comment Period

Amendment of Title 05, Chapter 20 Small Boat Harbor Fees and Charges – Moorage

And

Title 05, Chapter 40 Small Boat Harbor Moorage Management Regulations

The above regulations are proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060 and CBJ 85.20.010.

Resulting from the demolition of DeHart's marina and construction of reserved moorage at Statter, Docks and Harbors Board is proposing to adopt amended sections of 05 CBJAC 20 & 40. The proposed changes would remove and update parts of the regulation pertaining to "DeHart's Marina" and update the fee schedule to the current year.

Interested persons may obtain a copy of the proposed regulations at the Harbor offices, at the CBJ libraries, at the CBJ Clerk's office, and online at www.juneau.org/harbors. **The Board is accepting public comments until COB on May 8th, 2013. Written comments may be submitted at the Docks and Harbor Offices, to the Port Director at 155 S. Seward Street, Juneau, 99801 or by email to carl_uchytil@ci.juneau.ak.us There will be a public hearing at Docks and Harbors Regular Board meeting on April 25th at 5:30 p.m. held in the Assembly Chambers.**

This will go before the CBJ Assembly for review on May 13th, 2013.
Contact the Port Office at 586-0292 for more information.

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Amendment of Title 05, Chapter 20 Small Boat Harbor Fees and Charges – Moorage

and

Title 05, Chapter 40 Small Boat Harbor Moorage Management Regulations

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE DOCKS AND HARBORS BOARD IS PROPOSING TO ADOPT THE FOLLOWING AMENDMENT TO REGULATIONS:

Section 1. Authority. These regulations are proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060 and CBJ 85.20.010.

Section 2. Adoption of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of new regulations in Title 05, Chapter 20 Small Boat Harbor Fees and Charges – Moorage; and Title 05, Chapter 40 Small Boat Harbor Moorage Management Regulations, reading as follows:

Adopt an amended section 05 CBJAC 20.020, to read:

05 CBJAC 20.020 - Special annual moorage fee for skiffs.

An owner with an open-hulled vessel 21 feet or less in length, excluding engines, may apply to the harbormaster for moorage in the limited access areas of the small boat harbors. The harbormaster will assign moorage in these areas on a first-come, first-serve basis. If assigned moorage by the harbormaster, all requirements pertaining to annual moorage apply, except the annual moorage fee that the owner shall pay, which shall be as follows:

- (1) ~~\$500.00~~ *\$580.00* from July 1, ~~2007~~ *2013* through June 30, ~~2008~~ *2014*; and
- (2) Each moorage year after June 30, ~~2008~~ *2014*, a fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index (CPI) as reported by the Alaska Department of Labor for the calendar year preceding the start of the moorage year, rounded to the nearest \$5.00, unless the docks and harbors board takes action to keep the fee the same as the previous year.

Adopt an amended section 05 CBJAC 20.025, to read:

...

05 CBJAC 20.025 - Assigned moorage credit.

- (b) Administration. Once each year, the harbormaster shall issue a credit memo to the account of a person with a moorage assignment that makes their private shorepower available for temporary moorage assignments. The credit shall ~~equal \$1.00~~ *be equal to the daily shorepower access fee charged in 05 CBJAC 30.010(e)* for each day that the harbormaster uses their stall for a temporary moorage assignment and the temporary moorage assignee uses the private shorepower connection. The credit is redeemable only against docks and harbors charges levied against the account of the moorage assignee.

Adopt an amended section 05 CBJAC 20.030, to read:

05 CBJAC 20.030 - Daily moorage fees.

- (a) Definition. The fee charged on a daily basis to the owner of a vessel for berthing the vessel at the Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, Norway Point Float, National Guard Float, Fisherman's Terminal, Statter Boat Harbor, ~~DeHart's Marina,~~ and moorage appurtenant to any of these facilities.

...

- (d) Daily moorage fees. Except as provided for reserved daily moorage, daily moorage fees will be assessed for each 24-hour period or portion thereof as follows:

- (1) From July 1, ~~2007~~ 2013 through June 30, ~~2008~~ 2014, ~~\$0.45~~ 0.53 per foot; and
- (2) Each moorage year after June 30, ~~2008~~ 2013, a fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index as reported by the Alaska Department of Labor for the calendar year preceding the start of the moorage year, rounded to the nearest cent, unless the docks and harbors board takes action to keep the fee the same as the previous year.

Adopt an amended section 05 CBJAC 20.040, to read:

05 CBJAC 20.040 - Downtown monthly moorage fees.

- (a) Definition. The fee charged to the owner of a vessel for berthing the vessel at the Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, Norway Point Float, National Guard Float, Fisherman's Terminal, and moorage appurtenant to any of these facilities, *on a monthly basis.*

...

- (d) Monthly moorage fees. Monthly moorage fees will be assessed for each calendar month or portion thereof as follows:

- (1) From July 1, ~~2007 2013~~ to June 30, ~~2008 2014~~, ~~\$3.60~~ 4.15 per foot; and
- (2) Each moorage year after June 30, ~~2008 2014~~, a fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index as reported by the Alaska Department of Labor for the calendar year preceding the moorage year, rounded to the nearest five cents, unless the docks and harbors board takes action to keep the fee the same as the previous year.

Adopt an amended section 05 CBJAC 20.041, to read:

05 CBJAC 20.041 - ~~Anke Bay~~ Statter Boat Harbor monthly moorage fees.

- (a) Definition. The fee charged to the owner of a vessel for berthing the vessel at the Statter Boat Harbor ~~and DeHart's Marina~~, and moorage appurtenant ~~to these facilities to this facility~~, on a monthly basis.

...

- (d) Monthly moorage fees. Monthly moorage fees will be assessed for each calendar month or portion thereof as follows:

- (1) From July 1, ~~2007 2013~~ to June 30, ~~2008 2014~~, ~~\$6.00~~ 6.95 per foot; and
- (2) Each moorage year after June 30, ~~2008 2014~~, a fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index as reported by the Alaska Department of Labor for the calendar year preceding the moorage year, rounded to the nearest five cents, unless the docks and harbors board takes action to keep the fee the same as the previous year.

Adopt an amended section 05 CBJAC 20.060, to read:

05 CBJAC 20.060 - Recreational boat launch fees.

...

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

Fee Period	July 1, 2005 to December 31, 2005	January 1, 2006 to December 31, 2006	January 1, 2007 to December 31, 2007
Calendar Year	\$50.00	\$70.00	\$90.00
Calendar Day	\$10.00	\$12.00	\$14.00

Adopt an amended section 05 CBJAC 20.070, to read:

05 CBJAC 20.070 - Fees for commercial use of boat launches.

- (a) **Definition.** The fees 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 for any type of commercial use.
- (b) **Annual fee.** A commercial user of the launch ramps must pay an annual fee prior to using a launch ramp each calendar year as follows:

Fee	July 1, 2005 to December 31, 2005	January 1, 2006 to December 31, 2006	January 1, 2007 to December 31, 2007
\$ per calendar year	\$175.00	\$200.00	\$225.00

- (c) **Freight use fee.** In addition to other fees set out in 05 CBJAC 20, a person using a launch ramp for freight use must pay the fees set out in this subsection. Freight use means the use of a launch ramp for any purpose other than launching and recovering a recreational vessel. A person may pay the personal use freight fee set out in this subsection if the freight use is limited to non-commercial use. All other persons must pay the commercial use fee. The harbormaster shall assess freight use fees by duration of use per calendar day as follows:

Fee Type	January 1, 2006 to December 31, 2006	After December 31, 2006
Commercial Use Fee	Up to ½ hour: \$25.00 Over ½ hour: \$25.00 + \$1.25 for each minute beyond ½ hour	Up to ½ hour: \$30.00 Over ½ hour: \$30.00 + \$1.50 for each minute beyond ½ hour
Personal Use Fee	Up to ¼ hour: no charge Over ¼ hour: \$10.00 per half-hour of use beyond ¼ hour with \$10.00 minimum charge	Up to ¼ hour: no charge Over ¼ hour: \$15.00 per half-hour of use beyond ¼ hour with \$15.00 minimum charge

...

Adopt an amended section 05 CBJAC 20.080, to read:

05 CBJAC 20.080 - Passenger-for-hire fee.

- (a) Definition. The fee assessed to a person conducting passenger-for-hire activities at Douglas Boat Harbor, Harris Harbor, Harris Harbor Launch Ramp, Aurora Boat Harbor, ~~DeHart Marina~~, Statter Boat Harbor, or Statter Boat Harbor Launch Ramp.

...

- (c) Requirements. The owner of a vessel must apply to and obtain a permit from the Harbormaster in order to conduct passenger-for-hire activities at Douglas Boat Harbor, Harris Harbor, Harris Harbor Launch Ramp, Aurora Boat Harbor, ~~DeHart Marina~~, Statter Boat Harbor, or Statter Boat Harbor Launch Ramp. Applications are available at any of the Docks and Harbor Department Offices. The Harbormaster is authorized to issue permits with reasonable conditions concerning insurance, operations, and the payment of fees.

- (d) Inspected vessel fees. The Harbormaster shall assess permit fees to the owner of a vessel engaged in passenger-for-hire activities that is regulated under Subchapter T and S of 40 CFR 33 as follows:

~~(1) Before January 1, 2007,~~

~~(A) Calendar year permit: \$300.00 plus \$7.00 per certificated passenger seat; or~~

~~(B) Calendar day permit: \$100.00; or~~

~~(2) On or after January 1, 2007,~~

~~(A 1) Calendar year permit: \$300.00 plus \$1.10 per passenger each calendar day that one or more facilities is used for passenger-for-hire activity; or~~

~~(B 2) Calendar day permit: \$1.00 per certificated passenger seat; or~~

~~(3) No charge for non-profit use when approved by the Harbormaster on a case-by-case basis.~~

- (e) Uninspected vessel fees. The Harbormaster shall assess permit fees to the owner of a vessel engaged in passenger-for-hire activities that is not regulated under Subchapter T and S of 40 CFR 33 (six-pack vessels) as follows:

~~(1) Before January 1, 2007,~~

~~(A) Calendar year permit: \$50.00 per vessel plus \$7.00 per passenger seat; or~~

~~(B) Five or fewer uses in a calendar year permit: \$50.00 per vessel; or~~

~~(2) On or after January 1, 2007,~~

~~(A 1) Calendar year permit: \$50.00 per vessel plus \$15.00 per passenger seat; or~~

~~(B 2) Five or fewer uses in a calendar year: \$75.00 per vessel; or~~

- (3) No charge for non-profit use when approved by the harbormaster on a case-by-case basis.

Adopt an amended section 05 CBJAC 20.090, to read:

05 CBJAC 20.090 – Statter Boat Harbor Lower Parking Lot permit fee.

...

- (c) Fees. The Harbormaster shall assess permit fees to the owner of a vehicle using the Statter Boat Harbor Lower Parking Lot to pick-up and discharge passengers for passengers-for-hire activities as follows:

~~(1) Before January 1, 2007,~~

~~(A) Calendar year permit: \$300.00 per company plus \$7.00 per passenger seat; or~~

~~(B) Occasional and off peak time use permit: \$15.00 per vehicle per calendar day or \$250.00 per vehicle per calendar year; or~~

~~(2) On or after January 1, 2007,~~

~~(A 1) Calendar year permit: \$300.00 per company plus \$15.00 per passenger seat; or~~

~~(B 2) Once per week permit: \$25.00 per vehicle per calendar day for companies that use the lot to drop-off passengers for passenger-for-hire activities no more than once per week; or~~

- (3) No charge for non-profit use when approved by the Harbormaster on a case-by-case basis.

Adopt an amended section 05 CBJAC 20.100, to read:

05 CBJAC 20.100 - Grid usage fees.

...

- (d) *Grid usage fees.* Grid usage fees shall be assessed as follows:

Fee	July 1, 2005 to June 30, 2006	July 1, 2006 to June 30, 2007	July 1, 2007 to June 30, 2008
\$ per foot per day	\$0.65	\$0.80	\$.95

Adopt an amended section 05 CBJAC 40.010, to read:

05 CBJAC 40.010 – General moorage management policy.

...

- (b) *Applicability and other regulations.* CBJ Administrative Code Title 05, Chapter 40 applies to the small boat harbors under the jurisdiction of the City and Borough of Juneau Docks and Harbors Board. These include the Douglas Small Boat Harbor, the National Guard Dock, Harris Boat Harbor, the Fisheries Terminal Float, Aurora Boat Basin, Statter Boat Harbor, ~~DeHart's Marina~~ and moorage facilities appurtenant thereto. Where the requirements of 05 CBJAC 40 differ from other small boat harbor regulations in CBJ Administrative Code Title 05, the regulation that is more specific or restrictive shall take precedence.

...

Adopt an amended section 05 CBJAC 40.020, to read:

05 CBJAC 40.020 – Reserved moorage policy.

...

- (c) *Availability.* A limited amount of reserved moorage is available in Douglas Small Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, the Fisheries Terminal Dock, and ~~DeHart's Marina~~ Statter Boat Harbor. The Harbormaster assigns this moorage in accordance with this regulation. Maps of reserved moorage are available at the Aurora Harbor Office.

...

- (j) *Reserved Moorage for Former DeHart Marina Patrons.* Former DeHart Marina patrons eligible for reserved moorage at Statter Boat Harbor will be provided preferred moorage, notwithstanding the size requirements under 05 CBJAC 40.010(f), until the vessel is sold, lost, destroyed or stolen. Vessels procured with the intent to retain reserved moorage under 05 CBJAC 40.020(e), must meet the requirements under 05 CBJAC 40.010(f).

Adopt an amended section 05 CBJAC 40.040, to read:

05 CBJAC 40.040 – Reserved moorage waitlists.

...

- (f) *Notification of assignment.* When a moorage assignment becomes available, the Harbormaster will notify highest-ranked applicant on the applicable waitlist and provide the applicant 15 days after mailing of the notice to respond to the Harbormaster. If the applicant declines or does not respond within 15 days after service of the notice, the Harbormaster will offer the stall to next highest-ranked applicant. The Harbormaster will continue

notifying applicants in this manner until an applicant accepts the assignment or all applicants decline. Upon acceptance of the assignment, the Harbormaster shall process the assignment as set out in 05 CBJAC 040.035. ~~Except for a DeHart's Marina assignment, an~~ applicant that declines an assignment or does not respond will be removed from the applicable waitlist.

...

Adopt an amended section 05 CBJAC 40.045 to read:

05 CBJAC 40.045 – Reserved moorage reassignments.

A reserved moorage assignee, ~~including a DeHart's Marina assignee,~~ may apply to the Harbormaster for reassignment to a similar slip or space size class at a different location. The Harbormaster shall maintain waiting lists for this purpose. ~~Except for reassignments to Dehart's Marina, a~~ Assignees with the earliest sign-up date on the applicable list will be given the highest priority. ~~For reassignments to Dehart's Marina, assignees with the earliest date the assignee was assigned reserved moorage in any one of the City and Borough small boat harbors will be given the highest priority on the DeHart's Marina waitlist.~~ When a similar slip or space in the applicable size class becomes available, the Harbormaster shall notify the reserved moorage assignees on this waiting list according to priority and offer the available slip or space for reassignment. The assignee has 72 hours to respond. If the assignee fails to respond or declines the reassignment, the Harbormaster may offer the slip or space to the next assignee on the waiting list. The refusal of an offered slip or space will not cause the assignee to lose waiting list priority.

Adopt an amended section 05 CBJAC 40.065 to read:

05 CBJAC 40.065 – DeHart's Marina Moorage Management.

- (a) ~~Applicability of this regulation.~~ All requirements of 05 CBJAC 40 apply to the slip or space assignees of DeHart's Marina, except as follows:
- (1) ~~Assignees with a reserved slip or space at DeHart's Marina on July 1, 2005 may transfer assignment of their reserved slip or space to another person as part of the sale of their assigned vessel. In order for the transfer of the assignment to be effective, the assignee shall provide the Harbormaster with proof of the sale to the new vessel owner; and~~
 - (2) ~~Assignees of a reserved slip or space at DeHart's Marina on July 1, 2005 may continue to keep their annual or seasonal assignment provided they meet the applicable requirements set out in 05 CBJAC 40. For the moorage period from April 1, 2006 through June 30, 2006, assignees may keep their moorage assignment by paying to the Harbormaster the applicable moorage fee for this period no later than March 30, 2006. A renewal application is not required for the period of April 1, 2006 through June 30, 2006. For the moorage year starting July 1, 2006, a DeHart's Marina assignee shall follow the renewal moorage application provisions set out in 05 CBJAC 40.030 and the Harbormaster shall process the application in accordance with the procedures set out in 05 CBJAC 40.035~~

(b) ~~DeHart's Marina Fees. Reserved~~

...

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on _____, 2013, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

Carl Uchtyl
Port Director

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

John W. Hartle
City Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

Laurie J. Sica, Clerk

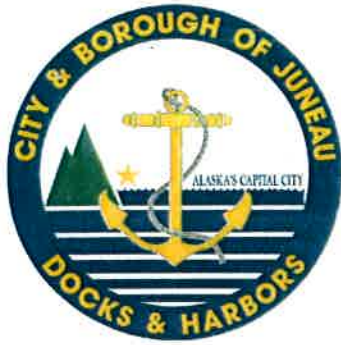
Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

- (1) These regulations were accepted for filing by the office of the clerk at ____:____ a.m./p.m. on the _____ day of _____, _____.
- (2) After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
- (3) A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
- (4) Effective date: _____.

Date: _____

Laurie J. Sica, Clerk



Port of Juneau

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

NOTICE OF PROPOSED CHANGES TO REGULATION

Notice of Public Comment Period

Amendment of Title 05, Chapter 15 Fees and Charges

The above regulation is proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060 and CBJ 85.20.010.

Adopt an amended subsection 05 CBJAC 15.100(b), to read:

(b) *Port development fee.* ~~The CBJ Docks and Harbors Department assesses a port development fee in accordance with CBJ Resolution Serial No. 2163. The port development fee is currently \$0.18 per arriving passenger for certain passenger vessels calling at the Port of Juneau and an additional \$2.00 per arriving passenger for vessels calling at a City and Borough of Juneau facility. Fee proceeds are deposited into a fund that is used to finance the cost of certain capital improvement and planning efforts related to large passenger vessels.~~

- (1) Imposition. Beginning on the effective date of Resolution Serial No. 2552, every vessel carrying passengers for compensation on port calls in the City and Borough and not otherwise exempted by subsection (C) of this section, shall pay in addition to any other fee or charge, a Port Development Fee of \$3.00 per arriving passenger per day for all vessels, except for the following:

(C) Exemptions. The Port Development Fee shall not apply to:

- (i) vessels under 200 tons;
- (ii) noncommercial vessels or vessels owned and operated by the state, the United States government, or a foreign government; and
- (iii) vessels operated by federally recognized Indian tribes.

Interested persons may obtain a copy of the proposed regulations at the Harbor offices, at the CBJ libraries, at the CBJ Clerk's office, and online at www.juneau.org/harbors. **The Board is accepting public comments until COB on May 8th, 2013. Written comments may be submitted at the Docks and Harbor Offices, to the Port Director at 155 S. Seward Street, Juneau, 99801 or by email to carl_uchytil@ci.juneau.ak.us There will be a public hearing at Docks and Harbors Regular Board meeting on April 25th at 5:30 p.m. held in the Assembly Chambers.**

This will go before the CBJ Assembly for review on May 13th, 2013.
Contact the Port Office at 586-0292 for more information.

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Amendment of Title 05, Chapter 15 Fees and Charges

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE DOCKS AND HARBORS BOARD IS PROPOSING TO ADOPT THE FOLLOWING AMENDMENT TO REGULATIONS:

Section 1. Authority. These regulations are proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060, and CBJ 85.02.100.

Section 2. Adoption of Regulations. The City and Borough of Juneau Administrative Code is amended by the adoption of new regulations in Title 05, Chapter 15, Fees and Charges, reading as follows:

Adopt an amended subsection 05 CBJAC 15.100(b), to read:

...

~~(b) Port development fee. The CBJ Docks and Harbors Department assesses a port development fee in accordance with CBJ Resolution Serial No. 2163. The port development fee is currently \$0.18 per arriving passenger for certain passenger vessels calling at the Port of Juneau and an additional \$2.00 per arriving passenger for vessels calling at a City and Borough of Juneau facility. Fee proceeds are deposited into a fund that is used to finance the cost of certain capital improvement and planning efforts related to large passenger vessels.~~

- (1) Imposition. Beginning on the effective date of Resolution Serial No. 2552, every vessel carrying passengers for compensation on port calls in the City and Borough and not otherwise exempted by subsection (C) of this section, shall pay in addition to any other fee or charge, a Port Development Fee of \$3.00 per arriving passenger per day for all vessels, except for the following:

(C) Exemptions. The Port Development Fee shall not apply to:

- (i) vessels under 200 tons;
- (ii) noncommercial vessels or vessels owned and operated by the state, the United States government, or a foreign government; and
- (iii) vessels operated by federally recognized Indian tribes.

Section 3. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on _____, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: _____

Carl Uchytel
Port Director

Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: _____

John W. Hartle
City Attorney

Assembly Review

These regulations were presented to the Assembly at its meeting of _____. They were adopted by the Assembly.

Date: _____

Laurie J. Sica, Clerk

Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

- (1) These regulations were accepted for filing by the office of the clerk at ____:____ a.m./p.m. on the ____ day of _____, _____.
- (2) After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
- (3) A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
- (4) Effective date: _____.

Date: _____

Laurie J. Sica, Clerk



DOCKS & HARBORS
 155 S. Seward St.
 Juneau, AK 99801
 (907) 586-5255 tel
 (907) 586-2507 fax
www.juneau.org/harbors/

Moorage Rates

DOUGLAS, HARRIS AND AURORA HARBORS		
	Effective thru June 30, 2013	Effective July 1, 2013
Skiff	\$568 per year	\$580 per year
Daily	52¢ per foot	53¢ per foot
Monthly	\$4.08 per foot	\$4.15 per foot
Annual (July 1 – June 30)	5% discount on 12-month advanced payment	5% discount on 12-month advanced payment

STATTER HARBOR		
	Effective thru June 30, 2013	Effective July 1, 2013
Skiff	\$568 per year	\$580 per year
Daily Moorage	52¢ per foot	53¢ per foot
Monthly	\$6.81 per foot	\$6.95 per foot
Annual (July 1 – June 30)	5% discount on 12-month advanced payment	5% discount on 12-month advanced payment
Reservations (May 1 – Sept 30)	Fishing Vessels Other Vessels <65' Other Vessels ≥ 65' Other Vessels ≥200'	0.75¢ per foot \$1.50 per foot per day \$2.50 per foot per day \$3.00 per foot per day

INTERMEDIATE VESSEL FLOAT (IVF)		
	Effective thru June 30, 2013	Effective July 1, 2013
Daily (Oct. 1 – Apr. 30)	52¢ per foot	53¢ per foot
Monthly (Oct. 1 – Apr. 30)	\$4.08 per foot	\$4.15 per foot
Reservations (May 1 – Sept 30)	Fishing Vessels Other Vessels <65' Other Vessels ≥ 65' Other Vessels ≥200'	0.75¢ per foot \$1.50 per foot per day \$2.50 per foot per day \$3.00 per foot per day

Residence Surcharge

Per Month	\$69 +\$23/person above four persons
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- A 5% City & Borough of Juneau sales tax may apply to all fees
- Disclaimer – The above rates do not take the place of the published fee regulations. For additional information, see the Harbormaster.

Launch Ramp Rates

Recreational – Year (includes Kayaks)	\$90
Recreational – Day	\$14
Commercial – Year	\$225
Freight Use – Personal	Up to ¼ hour – no charge Over ¼ hour: \$15 per ½ hour of use beyond ¼ hour with \$15 min. charge
Freight Use – Commercial	Up to ½ hour \$30 Over ½ hour \$30 + \$1.50 for each minute beyond ½ hour

Parking Rates

Douglas, Harris, Aurora Harbors	Free w/ permit (permits available at Aurora Harbormaster's office)
Statter Harbor – Summer (May, June, July, August, September)	\$1 per hour/\$5 per calendar day / \$75 per calendar month
Statter Harbor – Winter (October through April)	Free w/ permit (permits available at Statter Harbormaster's office)

Shorepower

Connection Type	Daily Fee
20 amp	\$4.80
30 amp	\$7.20
50 amp	\$24.00
100 amp/208 volt	\$48.00

Connection Type	Summer Liveaboard Monthly	Summer Non-Liveaboard Monthly
20 and 30 amp	\$90.00	\$54.00
50 amp	\$180.00	\$108.00
100 amp/208 volt	\$420.00	\$252.00

Connection Type	Winter Liveaboard Monthly	Winter Non-Liveaboard Monthly
20 amp	\$120.00	\$72.00
30 amp	\$162.00	\$96.00
50 amp	\$300.00	\$180.00
100 amp/208 volt	\$720.00	\$420.00

Services Provided

Power

Potable water (Year round downtown and Statter A&B Floats)

Restrooms (Auke Bay & Aurora)

Showers (Statter Harbor, Harbor Washboard, Augustus Brown Pool)

Free Sewage pump-out (Douglas, Harris, and Statter)



MEMORANDUM

To: Dick Somerville

Date: 4-8-13

Cc: John DeMuth

From: Misty Butler

Subject: Aurora Harbor – South Approach Dock Condition Assessment

General Information:

A condition assessment of the south approach dock at Aurora Harbor was conducted on March 28, 2013. Prior to field work a search was done to locate any existing as-built or design drawings of the approach dock, however none were found. As-builts for the north end of the harbor were available for review on the State of Alaska website and it was noted that the north end of the harbor was built in the late 1960's during phase 3 of the harbor construction. If we assume the south approach dock was built in phase I of the project we can conclude that the dock was likely built in the early-to-mid 1960's.

The south approach dock measures 20ft-wide by 136ft-long and is constructed of timber decking, stringers and pile caps supported by timber piles. There are eight pile bents spaced 17-feet apart. Each bent contains three support piles. The deck of the dock is sloped between the timber retaining wall and the first two bents. At the second bent the deck levels out and maintains the same elevation out to the end of the dock.

Inspection Procedure:

During the site visit the south approach dock superstructure and substructure was assessed. The inspection consisted of an above-water visual examination of all major structural components for damage including surface decay, water damage, mechanical damage, or failed members. A microsecond timer was utilized to perform non-destructive field tests on the timber piles. The microsecond timer uses a stress wave to detect presence of decay within timber piles. The results of these readings are attached. The more time it takes the stress wave to travel through the member (or the higher the numerical output in the data) the greater the degradation is in that cross-section of pile. Data output measuring in the 200-350 range is a good, sound reading for douglas fir wood. Measurements on the piles were taken at low tide (appx. -2.7ft) and again at high tide (appx. +16.0ft). No measurements with the microsecond timer were made at the timber pile caps or stringers due to the tides being too low to allow close-up inspection of the members.

Deficiencies Noted:

12-INCH DIAMETER TIMBER PILES

- 11 of the 24 piles inspected with the microsecond timer had at least one high reading through their cross sections. These high numbered readings are typically a result of reduced density in the wood due to decay, but high reading may also be a result of checks or splits that may or may not be visible in the pile. Three out of three piles on both bents 1 and 2 had higher than normal readings along their length.
- Visual inspection noted large amounts of marine growth in the tidal zone along all piles.

12 x 12 TIMBER PILE CAPS

- Only a visual inspection of the pile caps was conducted due to the tides being too low to allow close inspection of the members.
- The pile cap at Bent 3 is in poor condition. The pile cap has been shifted northward from the centerline of the piles, and has a large vertical crack running the whole length of the member. The pile cap has approximately 4 inches of bearing on the top of the western-most pile.
- The pile caps at Bents 1 & 2 are in poor condition. The pile caps showed signs of severe decay in the 12x12 timber blocking. Some of these block have failed by crushing and notable buckling of the sidewalls can be seen. The pile cap members were cracked and fungi growth and decay was observed at the ends of each member.
- Pile caps 7 & 8 are in poor condition. The pile caps show signs of severe fungal growth, water damage and decay. There are large vertical cracks running the length of these two pile caps.
- All other pile caps appear to be in fair to good condition.

4 x 12 TIMBER STRINGERS

- A visual inspection of the timber stringers was conducted. The timber stringers appeared to be in good condition. There were no signs of distress or failure in the members. All members appeared to be free from visual water damage. The stringers did have a thin layer of green fungi along the bottom surface that could be seen from under the deck.

3 x 12 TIMBER DECK PANELS

- A visual inspection of the timber deck was conducted. The 3x12 timber decking appeared to be in good condition with no significant deficiencies noted.

TIMBER HANDRAILS AND BULLRAILS

- A visual inspection of the handrail and bullrail was conducted. The timber handrails and bullrails appeared to be in good condition.

TIMBER ABUTMENT

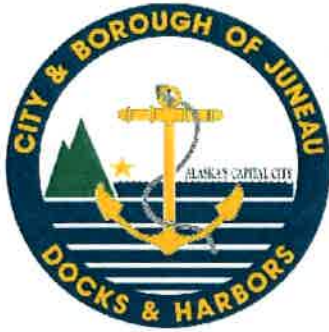
- A visual inspection of the abutment components was conducted. The timber pile caps at the abutment are in poor condition. The pile caps showed signs of deterioration and rot which include fungi and other plant growth, areas of excessive moisture, and splitting at the ends. The timber wall was plumb and appeared to be in fair condition, but the exposed ends of the horizontal timber members had notable rot and decay. The timber piles appeared to be in good condition.

Recommendation:

Due to the poor condition of the pile caps at bents 1, 2, & 3, it is recommended that the dock be closed to vehicular traffic immediately. At the very minimum it is recommended that the pile caps at bents 1, 2, 3, 7 & 8 and the pile cap at the abutment be replaced immediately. Overall, the dock is over 50 years old and has exceeded its expected life-span. A complete replacement of the dock including the piles, pile caps, stringer, deck, handrails, and replacement of the abutment is recommended in the next 5-10 years.

Attachments Include:

1. Plan view of dock and pile layout
2. Microsecond timer results for each of the timber piles
3. Photo Log



Port of Juneau

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

April 12, 2013

Captain Jason Kohlhasse
F/V MORGAN ANNE
PO Box 240535
Douglas, Alaska 99824

Dear Captain Kohlhasse,

Please accept my sincere thanks to you and the crew of the F/V MORGAN ANNE for your quick thinking and assertive action in responding to a vessel in distress.

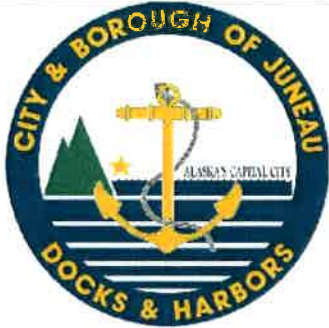
On Tuesday April 9th, while the M/V SIKUMA was moored at the Docks & Harbors' Auke Bay Loading Facility Float, a southeast gale in exceeding 40 knots caused a mooring line to sever the bull rail. With no crew aboard the M/V SIKUMA, the vessel's bow began drifting off the float and the stern became fouled on the anchor of a longliner which was moored aft. The crew aboard F/V MORGAN ANNE, on the opposite side of the float, alertly recognized the mishap unfolding. The F/V MORGAN ANNE calmly, competently and demonstrating sound seamanship, was able to secure the bow of the adrift vessel by smartly utilizing the power winch aboard the F/V MORGAN ANNE. The crew stabilized the situation until the M/V SIKUMA could be made fast alongside the float. Although Docks & Harbors personnel were dispatched and en route from the Don D. Statter Harbor Facility, had the crew not taken the appropriate action when they did, it is certain the M/V SIKUMA would have broken free and have grounded, most likely in the environmental sensitive conservation easement of Auke Nu Cove.

Docks and Harbors and the City and Borough of Juneau appreciate the good Samaritan action taken by you and the crew of the F/V MORGAN ANNE which through your selfless action prevented a maritime accident from occurring.

Sincerely,

Carl Uchytel, P.E.
Port Director

Copy: Mayor Sanford
Coast Guard Sector Juneau
Southeast Alaska Land Trust



Port of Juneau

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

NOTICE OF IMPOUNDMENT

Mr. Robert Finley
4038 Delta Drive #16
Juneau, AK 99801

VESSEL NAME:	AK 8400M
OFFICAL NUMBER:	N/A
LOCATION OF VESSEL:	AN-40 (Aurora Harbor)

The vessel “AK 8400M”, will be impounded by the City and Borough of Juneau (CBJ) on April 27, 2013. The Port Director has determined the vessel to be a derelict vessel pursuant to CBJ 85.25.120(a).

As the owner of the vessel, you are entitled to a pre-impoundment administrative hearing before a hearing officer to determine whether there is probable cause to impound the vessel. To request such a hearing, you must submit a written demand to the City within ten days after; (a) you learned that your vessel will be impounded; or (b) mailing of this notice as required by CBJ 85.25.180(c), whichever occurs first. To request a hearing, fill out the enclosed form and file it with the City Clerk at 155 South Seward Street, Juneau, Alaska, 99801.

If timely requested, a hearing will be held within 48 hours of receipt of your written demand (excluding Saturdays, Sundays, and city holidays), unless you waive your right to a speedy hearing and request a later date. In the event the hearing officer determines there is probable cause to impound the vessel, the hearing officer will prepare and date a Certificate of Probable Cause, copies of which will be given to you and the Harbormaster. Upon receipt of such a certificate, the Harbormaster may proceed with impoundment and disposition of the vessel by removal, sale, or destruction as authorized by CBJ 85.25.180.

This Notice has been posted on the M/V “AK 8400M” at Aurora Harbor, in the Harbormaster’s office, the Port Director’s office, the City Clerk’s office, and on bulletin boards at the entrance to U.S. Post Offices.

DATED at Juneau, Alaska, this ____17__ day of ____April____, 2013.

Carl J. Uchytel, PE
City and Borough of Juneau Port Director

FISHERIES CHAIR
PAUL SEATON

R - HOMER (HD30)

HOUSEMAJORITY.ORG/SEATON



PRESS RELEASE

CAPITOL ROOM 102

JUNEAU: 465-2689
HOMER: 235-2921

GHOST BOATS BILL PASSES THE LEGISLATURE

HB 131 expands state authority to deal with abandoned & derelict vessels

Friday, April 12, 2013, Juneau, Alaska – The 28th Alaska Legislature today voted to send a bill to the Governor expanding the State's legal authority to deal with the problem of derelict and abandoned vessels in Alaska waters.

House Bill 131, sponsored by Representative Paul Seaton, would provide state agencies and municipalities with authority in statute to address the "ghost boats." Current state law puts the primary duty to handle derelict vessels on the Alaska Department of Transportation and Public Facilities.

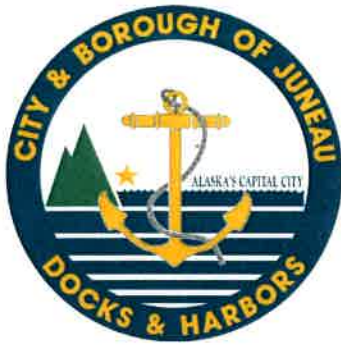
"Ghost boats are a growing problem," Seaton, R-Homer, said. "Municipalities have the bulk of the responsibility to deal with them since the State instituted its program to hand ports and harbors back to local governments. The municipalities, unfortunately, don't have the express authority to deal with the vessels under the current law. House Bill 131 fixes that."

HB 131 primarily broadens state law to allow a multi-agency approach. The bill also makes changes to law relating to timelines for removal of hazardous materials. Other sections deal with storage, abandonment and auction.

HB 131 passed the House April 5 and now heads to the Governor for signature. It takes effect 90 days from signature.

#

To contact Rep. Seaton, please call 907-465-2689.



Port of Juneau

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

From: Carl Uchytel, Port Director
To: Docks & Harbors
Date: April 1st, 2013
Re: EMPLOYEE OF THE QUARTER RECOGNITION

1. Purpose. Effective means of employee recognition is an important aspect of personnel management for highly effective organizations. To help achieve promote and identified exceptional performance, Docks & Harbors has authorized an Employee-of-the Quarter (EOTQ) award.
2. Nomination Process. Any Docks & Harbors employee, Board Member or member of the public may nominate any employee for EOTQ recognition following the criteria and deadlines set forth in attached form. The Port Director will select one candidate on a quarterly basis to receive the award. In the event no qualified candidate is submitted from the previous quarter, no award will be presented.
3. Employee of the Year Recognition. In addition and prior to the AAHPA annual October conference, the Port Director and Docks & Harbors supervisors will meet to select one of the year's prior EOTQs to be recognized as the CBJ Docks & Harbors' Employee of the Year.
4. Award. The selected EOTQ will receive a cash award of up to \$100 and a plaque acknowledging the superlative performance.

#

Encl: Employee of the Quarter Nomination Form



**Docks and Harbors
Employee Of The Month Nominations**

Please identify specific examples of how the nominee achieved at least one of the criteria listed below. Use the summary to collect your thoughts; to include any area that is not covered on the form. You may also write a letter of nomination rather than using the separate boxes.

Note Submission deadlines are as follows:

1st Quarter – January through March: Deadline is March 24th

2nd Quarter – April through June: Deadline is June 23rd

3rd Quarter – July through September: Deadline is September 22nd

4th Quarter – October through December: Deadline is December 22nd

Name of Nominated Employee:	Today's Date:
-----------------------------	---------------

Name of Nominator(s):	Nominator's Telephone Number:
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Work Relationship to Nominated Employee:
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1. Significantly improves customer service or increases customer satisfaction.

2. Significantly improves work process or increases implemented procedure efficiency.

3. Takes initiative to reduce organizational barriers through activities such as mentoring, voluntary assisting coworkers, and participating in cross-functional teams.

4. Works to foster collaboration, communication, and cooperation among peers, management staff and other employees.

5. Performs at a level above and beyond normal job requirements.

6. Summary

Docks and Harbors encourages employee participation and welcomes all comments and questions in order to enhance and develop the Employee of the Quarter program. If you would like to share your comments, please email the carl_uchytil@ci.juneau.ak.us.

You have several options for submitting your Employee of the Quarter Nomination Form.

If you have the capability to send electronically then you may do that.

If internal, the form can be sent interoffice mail, otherwise, please print the form, fill it out and mail to:

Carl Uchytil, Port Director
155 S. Seward St.
Juneau, AK 99801