

**CBJ DOCKS & HARBORS BOARD**  
**OPERATIONS COMMITTEE MEETING MINUTES**

For Tuesday, October 16, 2007

I. Call to Order.

Ms. Jebe called the meeting to order at 5:00 pm.

II. Roll.

The following members were present: Ms. Jebe, Mr. Knapp, Mr. Etheridge, and Mr. Williams.

Also in attendance were the following: Mr. Stone – Port Director, and Mr. McCall – Harbormaster.

III. Approval of Agenda.

Added items for action:

1. Add #3 to one-ton pick up truck bid award information.

Added items for action:

1. #4 Temporary parking regulation for ADF&G Douglas Harbor parking lot
2. #5 Wayside Park fishing float
3. #6 Echo Cove winter closure planning

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED. The motion passed without objection.**

IV. Public Participation on Non-Agenda items.

There were none.

V. Approval of Previous Meeting Minutes.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE AUGUST 29, 2007 SPECIAL OPERATIONS COMMITTEE MEETING AS PRESENTED. The motion passed without objection.**

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES FROM THE SEPTEMBER 18, 2007 OPERATIONS COMMITTEE MEETING AS PRESENTED. The motion passed without objection.**

VI. Items for Action.

1. Proposed Regulations- WIG Craft Speed Limit Exemption.

Mr. Stone told the board that this would be a change to the current speed limit regulations. They would

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VI. Items for Action continued

add a phrase exempting WIG crafts from having to comply with speed limit regulations in their area of operation. Mr. Stone said that his only reservation is the speed of the vessel, which at full operation is at about 120 knots.

Mr. McCall feels that the exemption should not apply 100 feet approaching and 100 feet beyond the Douglas Bridge due to high activity and the speed of the vessels.

The board discussed the issue.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE BOARD NOT ADOPT THE PROPOSED CHANGES TO THE SPEED LIMIT REGULATIONS EXEMPTING WIG CRAFT AND TO LET THE BOARD MAKE THE DECISION AT THAT LEVEL WITH MORE CLARIFICATION. The motion passed without objection.**

2. Draft Regulations – Changes to Waterfront Sales Permit Regulations.

Mr. Stone provided the board with the current regulations, and a copy of the proposed regulations. He said as of now, there are two types of tour sales permits – tour sales permit, and tour broker permit. He says that he would like to combine the two types of permits into one. Another change he is proposing to change the minimum bid requirement from \$2500 to \$5000. He also said that last year they started a bid bond system because someone bid high and did not come in to pick up their permit, so, this is also included in the new regulations.

Mr. Stone said he added a permit requirement section, which allows the issuance of permits with specific conditions. He said the change came about with the Maritime Transportation Security Act of 2002; they are required to do certain things with the vendors such as the TWIC cards. Mr. Stone said that he has taken the current regulations and have updated them with the more current ways of operation. He did say that he added verbiage regarding the permit needed to drive onto the loading zones to make it clear that he can issue a permit with certain requirements. On page three under number three under “E”, he is allowing any internet vendors outside of cruise lines or waterfront vendor can enter the parking lot but needs to provide a daily manifest of passengers.

**MOTION by Mr. Williams: ASK UNANIMOUS CONSENT TO RECOMMEND THAT THE BOARD PROPOSE CHANGES TO THE WATERFRONT SALES PERMIT REGULATIONS, TO HOLD PUBLIC HEARINGS AT THE NOVEMBER 20, OPERATIONS COMMITTEE MEETING AND THE DECEMBER 11, 2007 REGULAR BOARD MEETING AND TO TAKE FINAL ACTION ON THE PROPOSED REGULATIONS AT THE DECEMBER 27, 2007 REGULAR BOARD MEETING. The motion passed without objection.**

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#### VI. Items for Action continued

##### 3. 1-Ton Pickup Truck

Mr. Stone said that the board approved the purchase of a harbor truck last but, but we just recently started soliciting quotes from companies as presented in the attached spreadsheet. The recommendation from staff was to purchase a Ford F-350 from Nye Ford for \$28,736; the price includes shipping to Juneau. He also said that this vehicle would be the primary snowplow and sand spreader for Auke Bay.

**MOTION by Mr. Etheridge: ASK UNANIMOUS CONSENT TO MOVE THE APPROVAL OF THE NYE FORD PURCHASE OF \$28,736 TO THE FULL BOARD. The motion passed without objection.**

#### VII. Items for Information/Discussion.

##### 1. Cultural Preservation, Inc., Army Corps Permit for a New Dock at the Seadrome Facility.

Mr. Stone said that there is a letter in the packet pertaining to a request for a permit continuation to install a new dock next to their existing dock. He said that this dock would enter onto city tidelands for which they will most likely request a tidelands lease. Mr. Stone said that there is a lot of activity in the area that they would like to install the dock. He said that at some point there would have to be a navigation study of the area to decide what can fit and how they can make it all work.

Jeff White attended the meeting to tell the board that the proposal is to relocate the float that lies in front of Merchant's Wharf by doing so it will give them four berths instead of three. He said that this proposed project was approved in 2000, but expired on January 31, 2006 and they are asking for a Letter of Permission to proceed with the project.

The board discussed the issue and agreed that Mr. Stone shall write a letter stating that the board has no objections to issuing an Army Corps permit but does have some concerns that will be reflected in the letter.

##### 2. Litter Vacuum Truck.

Mr. Stone said that the Port staff requested a truck mounted vacuum to assist with the litter removal. He said that the cost of the unit would be around \$36,000. He also said that there is one located in Ketchikan and says they have had success with using it. Mr. Stone would like to know if the board would be interested in pursuing a litter vacuum truck.

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3. Proposed Changes to the Columbia Lot and IVF Due to the Seawalk Construction.

Mr. Stone said that CBJ engineering department is close to an agreement with regards of the right of way for the Seawalk. He said that there was a proposal to change the Twisted Fish parking lot but said there are concerns with the flow of vehicle and foot traffic. Mr. Stone said that the engineering department is going to bring it to the assembly committee of the whole to get the issue resolved.

There was board discussion.

4. Temporary parking regulation for ADF&G Douglas Harbor.

Lou McCall said that he received a phone call from Trish with ADF&G. She said that they would like to store eight to ten ADF&G vehicles in the parking lot. Mr. McCall said that he needed to bring it forward to the Operations Committee because there is a private property owner adjacent to the Parks and Recreation building that has a business selling space for parking. Mr. McCall asked the board whether they wish to allow the temporary parking of the ADF&G vehicles.

The board decided to allow ADF&G to park in the lot with no charge for the winter.

5. Wayside Park.

Mr. Etheridge said that he was informed by the city manager had agreed to take over the grounds and the building, but the dock and the ramp are to be maintained by Docks and Harbors. In addition, he said that there were recommendations from the DIPAC operators to stop snagging off the dock. Mr. Etheridge said that Wayside Park is not an issue that needed to be addressed at this meeting but will be looked at on a later date.

6. Echo Cove Winter Closure Planning.

Ms. Jebe asked about the status of the Echo Cove closure. Mr. McCall said that we have signs posted stating there will be no maintenance as of November 1 and that persons can go at their own risk.

VIII. Staff & Member Reports.

There was none.

IX. Committee Administrative Matters.

There was none.

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X. Adjournment.

**MOTION by Mr. Etheridge : ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING. The motion passed without objection.**

The meeting was adjourned at 6:10 p.m.