

CBJ DOCKS & HARBORS BOARD
OPERATIONS COMMITTEE MEETING MINUTES
For Tuesday, May 18, 2010

I. Call to Order.

Committee member Mr. Jardell called the meeting to order at 5:00 p.m.

II. Roll.

The following members were present: Mr. Williams, Mr. Wostmann, Mr. Preston and Mr. Jardell.

The following members were absent: Mr. Etheridge, and Ms. Jebe.

Also in attendance were: Mr. Stone – Port Director, and Mr. Benner – Harbormaster.

III. Approval of Agenda.

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

IV. Public Participation.

There were none at this time.

V. Approval of Previous Meeting Minutes.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO APPROVE THE MINUTES OF APRIL 20, 2010. The motion passed without objection.

VI. Items for Action.

1. Pass Keys for restroom Doors at Statter Harbor.

Mr. Stone said we would like to put a pass key lock on the doors of the restrooms. The price will be \$32.44 for the pass keys to be made. In addition there is a \$4000.00 dollar charge for the strikers and lock assemblies. We have a capital improvement project for restrooms to pay for maintenance. Mr. Stone said he is looking to get approval so that we can get this started.

We were having vandalism at night. We had to lock the bathrooms up and only keep them open during the day when staff was there. We have had portable restrooms installed for use during the night when the bathrooms are locked up. The key fobs will be available to purchase for the harbor patrons. This will give them access to restrooms after hours.

Mr. Preston asked if we could deactivate the transient keys if they don't turn in the key when leaving? Mr. Stone said the person will lose their deposit and their key won't work anymore so if they come back to Juneau they will have to purchase a new key for the restrooms.

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VI. Items for Action.

1. Pass Keys for Restroom Doors at Statter Harbor. (Continued)

Mr. Wostman asked if the bathrooms at Harris Harbor are open to the public. Mr. Stone said we closed those down due to vandalism and people staying overnight and using portable heaters. The liability issue and cost of monthly maintenance is the reason we had to shut them down. The facility is used for storing harbor materials. We do supply a portable restroom for the harbor patrons during the summer months.

Mr. Benner said Statter Harbor restrooms will be open from 6:00 a.m. to 6:00 p.m. patrons who have keys for the restrooms may access them after 6:00 p.m.

Public Comment

There were none.

MOTION by Mr. Wostmann: ASK TO ACCEPT STAFF PROPOSAL FOR SELLING OF PASS KEYS FOR THE STATTER HARBOR RESTROOMS AND ASK FOR UNANANIMOUS CONSENT.

The motion passed without objection.

2. Asphalt Repairs for Harbors.

Mr. Benner took pictures at Aurora Harbor and various places where we need to do patch work for asphalt repairs. Bicknell Construction said it would be around \$20,000 dollars to cover the repairs which are needed for 8,000 square feet. Mr. Benner said we need to know the amount of money we can spend to complete the parking lot repairs.

Mr. Benner has checked with Roy and we do not have enough money in the fund for completing all of the work. We would need to get a CIP to finish the cost for the completion of the repairs.

Mr. Benner said we will probably need to do some of the work this fiscal year and complete the rest next fiscal year.

Mr. Preston asked Mr. Benner how much for repair work. Mr. Benner said \$5000.00 will cover some of the repairs and \$20,000.00 will cover all areas of repairs. Mr. Stone said if we pay the \$20,000. Then harbor department will not need to do any repairs for at least five years.

MOTION by Mr. Wostmann: TO HAVE THE HARBOR MASTER GET AN ESTIMATE FROM BICKNELL CONSTRUCTION FOR THE ASPHALT REPAIRS AND SUBMIT IT TO THE HARBOR BOARD FOR IMMEDIATE APPROVAL.

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VII. Items for Information/Discussion.

1. Statter Harbor Parking Lot Use by Adjoining Business.

Mr. Benner said the staff has changed the limit for parking in the spaces in front by Auke Bay Harbor office to 30 minute parking. Mr. Lobaugh owner of Bricks Electronics believes his business should have two parking spots. He believes that Mr. Faulk his landlord purchase two annual parking permits for Mr. Lobaugh. Mr. Benner checked and in the year 1990 Mr. Graham had signed for a handicap spot for the businesses at Statter Harbor. There was never an agreement written or verbal for free parking for any of the businesses located at Statter Harbor.

Another issue of concern is the NOAA parking and the sign, which is located by the ramp next to the office. Mr. Benner said the harbor department has not charged the government agencies for launch permits or parking for years. Mr. Jensen from the Coast Guard said they are always at the harbors to do vessel inspections and checking boating equipment from time to time. Mr. Jensen asked if they could receive more then one permit since the Coast Guard has multiple vehicles.

Mr. Jardell suggested the Coast Guard purchase a monthly pass for Statter Harbor. Mr. Jensen asked if downtown parking permits were included in the monthly fee for Statter Harbor. Mr. Benner said all parking for the downtown harbors are free, the Aurora Harbor office has temporary parking permits we give out. The parking policies will be passed onto the Harbor Board for further discussion.

Further discussion among board members.

2. Mail Boxes at Aurora Harbor.

Mr. Benner said we have been having a lot of people responding to the verification letter we sent out about the mail boxes, we have in front of the Aurora Harbor Office. We need verification the people who are assigned mail boxes have a boat in one of the CBJ Harbors. Mr. Benner will contact the post master to see how we should re-assign the boxes and receive new keys for them.

3. RV Parking Lot in Douglas

Mr. Benner said Juneau has very limited RV Parking. The Mendenhall Camp Grounds do not open up until mid June every summer. This is why we have cleaned up our RV area and posted signs for the RV parking area. The Parks and Recreation department did close down the only area for the customers to dump their waste. The reason is because it clogs up the lines and causes problems. We do get a lot of people who use our facility even though we don't have any facility for dumping waist or providing electricity or water. We have only five spaces available and the limit is three days maximum.

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VII. Items for Information/Discussion

4. Vessel Size Restrictions in Boat Houses

Mr. Benner said we have four oversize vessels in a few of the boat houses. There are some boat houses that are invading the fare way across from them. The regulation, does not allow inappropriate size of vessels to have reserved assigned moorage within a boat shelter.

Mr. Wostmann suggested we enforce the regulations for the size of vessels in the boat harbor.

Mr. Benner suggested that we could grandfather these people in so they may keep their boats in the boat house floats. Mr. Preston suggested that a letter be sent to all boat house owners informing them of the regulation they may or may not be violating, just to remind them now about the regulation.

5. Norway Point Land Use Permit

Mr. Benner said Mr. Sky Bonnell has a Jet Ski business which he is running out of a 40 x 10 foot trailer down at Norway Point. He is paying to have moorage for his jet skis. Mr. Bonnell has been painting the trailer to make it look nice. Mr. Stone said that the Sailing Club would also like to see about doing a long term lease for the next five to ten years. Mr. Preston said now would be a good time to re visit the idea of having a long term development plan for Norway Point Land. Mr. Stone suggested getting together a proposal for long term plans for Norway Point, The long term idea was to have a Nautical Theme for this area since the Yacht Club is there.

Further discussion among board members.

VIII. Member & Staff Reports.

Mr. Benner said we did some work on the Auke Bay Launch Ramp. Some metal rebar started to work its way loose; it could have caused a trailer tire problem. We had twenty compliments and one complaint that we did not give enough notice. Mr. Preston said the one complaint was we shut down both lanes to repair one side.

Mr. Wostmann said north of the Douglas Bridge the Nordic Tugs seem to be speeding through the no wake zone. Mr. Benner said he will check into getting a radar gun and check with the police department to get it set up. Mr. Williams suggested that we give at least 30 to 45 days notice to the public so they are aware of this change.

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VIII. Member & Staff Reports (Continued)

Mr. Stone said Tom Hartle the city's attorney, said to have Mr. Weltzin speak with Tim Allen who is our Risk Manager and works with claims.

Customer Appreciation day is on May 28th, from 11-1:00 p.m. We will be having hot dogs, hamburger, and salads. Please stop by and enjoy.

IX. Committee Administrative Matters.

The next meeting is scheduled for June 15, 2010.

X. Adjournment.

MOTION by Mr. Preston: ASK UNANIMOUS CONSENT TO ADJOURN THE MEETING.

The motion passed without objection.

The meeting was adjourned at 6:43 p.m.