

**CBJ DOCKS AND HARBORS BOARD**  
**REGULAR MEETING AGENDA**  
**For Thursday, May 29th, 2014**

- I. Call to Order** (5:30 p.m. at the CBJ Assembly Chambers.)
- II. Roll** (John Bush, Tom Donek, Bob Janes, Kevin Jardell, David Logan, Mike Peterson, Budd Simpson, Scott Spickler, and Greg Busch).
- III. Approval of Agenda**  
  
**MOTION: TO APPROVE THE AGENDA AS PRESENTED.**
- IV. Approval of April 24<sup>th</sup>, 2014 Regular Board Meeting Minutes; Approval of May 10<sup>th</sup> Work Session Meeting Notes; and Approval of May 15<sup>th</sup> Special Board Meeting.**
- V. Public Participation on Non-Agenda Items** (not to exceed 5 minutes per person, or twenty minutes total time).
- VI. Consent Agenda**
  - A.** Public Requests for consent Agenda Changes
  - B.** Board Members Requests for Consent Agenda Changes
  - C.** Items for Action

- 1. Boat Shelter (F-23) Sale – Right of First Refusal  
Presentation by Port Director

**RECOMMENDATION:** Take no action to purchase Boat Shelter F-23.

**V. Old Business**

- 1. By Laws Update  
Presentation by Port Director

Board Questions

Public Comment

Board Discussion/Action

**MOTION: TO BE DEVELOPED AT THE MEETING**

- VII. Items for Information/Discussion.**
  - 1. CBJ Docks & Harbors Lease Holdings  
Presentation by Port Engineer
  - 2. Statter Harbor ADA (Americans with Disabilities Act) Report  
Presentation by Port Engineer
  - 3. Aurora Harbor – Winter Berthing Plan for Floats A, B, C & D

**CBJ DOCKS AND HARBORS BOARD**  
**REGULAR MEETING AGENDA (CONTINUED)**  
**For Thursday, May 29th, 2014**

Presentation by Harbormaster

4. June 2<sup>nd</sup>, 2014 Joint Assembly/Board Meeting  
Presentation by Port Director

**VIII. Committee and Member Reports**

1. Operations/Planning Committee Meeting – May 22nd, 2014
2. Finance Committee Meeting – May 27th, 2014
3. Member Reports

**X. Port Engineer's Report**

**XI. Harbormaster's Report**

**XII. Port Director's Report**

**XIII. Assembly Liaison Report**

**XIV. Board Administrative Matters**

- a. Operations/Planning Committee Meeting – June 19th, 2014
- b. Finance Committee Meeting– June 24th, 2014
- c. Board Meeting – June 26th, 2014

**XV. Adjournment**

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**ARTICLE I. NAME, DUTIES, AND POWERS**

1. NAME. The governing body of the City and Borough of Juneau Docks and Harbors shall be known as the City and Borough of Juneau Docks and Harbors Board, hereafter referred to as the Board.
2. DUTIES AND POWERS OF THE BOARD. The duties and powers of the Board regarding the operation of the municipally owned and operated port and harbor facilities are established by Charter Section 3.21 and Chapter 85.02 of the Code of the City and Borough of Juneau.

**Comment [BJM1]:** I would suggest adding Charter reference as well since it reflects the original empowerment of the board.

**ARTICLE II. BOARD MEMBERSHIP AND APPOINTMENT**

1. NUMBER OF DIRECTORS. The Board shall consist of nine (9) members.
2. APPOINTMENT. All Board members shall be appointed by the City and Borough of Juneau Assembly as provided by Section 85.02.010 of the Code of the City and Borough of Juneau.

A new member shall be seated immediately upon the call of the roll at the first Board meeting after the new member is appointed.

3. TERM OF APPOINTMENT. As provided in Section 85.02.010, Board members shall be appointed for staggered three-year terms and until their successor is appointed. Appointment terms will not violate the conditions set forth in Section 85.02.010.

4. VACANCIES. When the conditions set forth in Section 85.02.030 of the Code of the City and Borough of Juneau occur, the Chair will notify the ~~City and Borough Assembly~~ Clerk's Office that a vacancy exists.

**Comment [BJM2]:** CBJ 85.02.030(c) states: The chair of the City and Borough Docks and Harbors Board shall notify the clerk's office of any vacancy on the board. Upon notification, the assembly shall appoint a new member for the unexpired term.

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Vacancies on the Board shall be filled by the City and Borough of Juneau Assembly as provided by Section 85.02.030 of the Code of the City and Borough of Juneau and the Assembly Rules of Procedure.

**Comment [BJM3]:** The Assembly Rules of procedures actually set out more information on the process by which vacancies to enterprise boards are filled.

A member filling a vacancy shall be seated immediately upon the call of the roll at the first Board meeting after the new member is appointed.

5. MEMBERS. The duties and responsibilities of the Board members shall be as set forth in Sections 85.02.60, 85.02.63, and 85.02.65.

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**ARTICLE III. OFFICERS**

1. OFFICERS. Officers of the Board shall consist of a Chair, Vice Chair and any other officers as the Board may from time to time deem necessary.

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2. ELECTION OF OFFICERS. Officers shall be elected at the annual Board meeting or at such time as offices become vacant.

3. TERM. Each officer shall serve for a term to extend until the next annual Board meeting or until such time as they vacate the office.

4. REMOVAL. Any officer may be removed from his or her office by an affirmative vote of at least six (6) Board members at a meeting called for that purpose or by the Assembly in accordance with CBJ 85.02.030.

**Comment [BJM4]:** For clarification purposes, this code citation should also be included.

5. CHAIR. The Chair shall preside at all Board meetings.

The Chair shall assign tasks to Board members and committees and shall ensure that all business of the Board is carried out.

The Chair shall act as spokesperson for the Board and will have such other duties and responsibilities as delegated to him or her by the Board.

6. VICE CHAIR. The Vice Chair shall act as the Chair in the absence of the Chair.

**ARTICLE IV. COMMITTEES**

1. STANDING COMMITTEES. There shall be the following standing committees of the Board:

- \* Finance
- \* Operations & Planning

The Chair shall appoint each Board member to serve on at least one standing committee. The Board Chair shall serve as a voting member of all standing Committees.

**Comment [BJM5]:** This is new. Does this then mean that the basis for counting members for quorum purposes would also include the Board Chair? Example: Standing committee made up of 5 members (not including Board Chair), quorum would be 3. If you count the Board Chair as a voting member, that would make it a 6 member committee requiring 4 members for quorum/vote purposes.

The Chair shall appoint a Board member to serve as the Chair of each standing committee. No Board member shall chair more than one standing committee.

Unless otherwise directed by the Chair, all standing committees will function at the direction of the appointed committee Chair.

2. SPECIAL COMMITTEES. The Board or the Chair may establish special committees to facilitate any Board business.

The Chair shall appoint two or more Board members and may appoint any individual that is not a member of the Board to serve on any special committee established.

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The Chair shall appoint a Board member to serve as the Chair of each special committee.

Unless otherwise directed by the Chair, all special committees will function at the direction of the appointed committee Chair.

A special committee shall serve for a period of time or for the accomplishment of a particular task or tasks as determined by the Chair. No special committee shall serve beyond the annual Board meeting unless reconstituted by the newly elected Chair.

**ARTICLE V. MEETINGS**

1. REGULAR. The Board shall meet at least once each month at a place and time designated by the Chair.

The Board may act on any matter within its authority at a regular or annual Board meeting whether or not such item was identified in the notice of the meeting.

2. ANNUAL. An annual meeting shall be held on the last Thursday of July each year.

The annual Board meeting may be postponed by the Board to a certain day.

At the annual meeting, a Chair, a vice Chair and other such officers as the Board shall deem necessary, shall be elected.

3. EXCUSED ABSENCES. Any absence of a member from a regular Board meeting shall be deemed unexcused unless the member is absent as a result of attending to official business on behalf of the Board, for extenuating medical reasons or for other significant cause, in which case the absence may be deemed excused by the Board Chair.

4. SPECIAL. Special Board meetings may be called at any time by the Chair or any three (3) Board members for good cause, which must be reaffirmed at the beginning of any special meeting.

Only business identified in the notice of the meeting may be transacted at a special Board meeting.

5. COMMITTEE. Committee meetings may be called at any time by a committee Chair or by a majority of the committee's membership.

Any topic or item may be discussed that falls within the purview of the committee's charge as determined by the Chair, committee Chair, or a majority of the committee's membership.

6. QUORUM. For all Board meetings, a quorum shall consist of five (5) members in attendance or participating via telephone. For all committee meetings, a quorum shall consist of a minimum of three (3) voting committee members in attendance or participating via telephone.

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**Comment [BJM6]:** While this language is straight from the Assembly Rules of Procedure, the Vacancy Code Sections for our enterprise boards (85.02.030 in this case) do not permit Excused Absences.

**Comment [BJM7]:** See question above about the Board Chair voting on standing committees and how that may/may not affect quorum determination.

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7. ADJOURNMENT, CONTINUATION, AND POSTPONEMENT OF MEETINGS. If a quorum is not present at a meeting, the Chair or committee Chair may adjourn such meeting to a time and place he or she determines most appropriate; provided that notice of the time and place of the adjourned meeting shall be given to each Board or committee member and the general public at least twenty-four (24) hours prior to such meeting.

If a quorum is present at a meeting, such meeting may be continued or adjourned from day to day and no additional notice of such continuation or adjournment need be given.

8. VOTES. No person other than a Board member is entitled to vote at any Board or committee meeting, except appointed members of special committees within those committees.

Each Board member shall be entitled to one (1) vote. No proxy votes may be used to constitute a quorum, transact business, or otherwise. To register a vote, the Board member must be present at the meeting or participating via telephone at the time the vote is taken.

An affirmative vote of at least five (5) Board members is required for a main motion to pass the Board. An affirmative vote of the majority of committee membership is required for a main motion to pass a committee.

9. ORDER OF BUSINESS. The following order of business shall be observed at all regular, annual, or special Board meetings and committee meetings insofar as practicable or necessary:

- Call to Order
- Calling of the Roll
- Port Director Request's for Agenda Changes
- Public Participation on Non-agenda Items
- Approval of the Previous Meeting Minutes
- Consent Agenda
- ~~Items for Action~~ Old Business
- New Business
- Items for Information
- Staff, Committee and Member Reports
- Board Administrative Matters
- Adjournment

**Comment [BJM8]:** Should there be some mention here to refer to the Assembly Rules of Procedure Rule 9 Motions and Rule 11 Vote Required?

**Comment [BJM9]:** This should actually be "Unfinished Business" rather than "Old Business" if you are basing it on the Assembly Rules of Procedure.

As the first order of business after the calling of the roll at the annual Board meeting or at the first regular or special meeting after an officer vacancy has been recognized by the Board, the Chair, Vice Chair and/or other officers shall be elected.

The Port Director may include under the consent agenda:

A. Actions to Propose Regulations for Public Comment

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- B. Bid awards that have received Committee concurrence
- C. Resolutions
- D. Other items requiring Board action which do not involve substantial public policy questions.

10. BOARD MEETINGS PUBLIC. All Board and committee meetings are open to the public, except that executive sessions may be held in accordance with AS 44.62.310.

11. CONFLICT OF INTEREST. No Board member shall vote or deliberate on any question in which he or she has a conflict of interest as defined by Chapter 01.45 of the Code of the City and Borough of Juneau.

Such a Board member shall not be counted in determining the quorum for such a vote.

12. TELEPHONIC PARTICIPATION.

A. A member may participate via telephone in a Board or Committee meeting, if the member declares that circumstances prevent physical attendance at the meeting. If the Chair chooses to participate by teleconference, the Vice chair shall preside.

B. No more than the first three members notifying the Board secretary regarding telephonic participation in a particular meeting may participate via telephone at any one meeting.

C. The member shall notify the Board secretary, if reasonably practicable, at least four hours in advance of a meeting which the member proposes to attend by telephone and shall provide the physical address of the location, the telephone number, and any available facsimile, email, or other document transmission service.

D. At the meeting, the Board or Committee secretary shall establish a telephone connection when the call to order is imminent.

E. A member participating by telephone shall be counted as present for purposes of quorum, discussion, and voting.

F. The member participating by telephone shall make every effort to participate in the entire meeting. From time to time during the meeting, the presiding officer shall confirm the connection.

G. The member participating by telephone may ask to be recognized by the presiding officer to the same extent as any other member.

H. If the telephone connection cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the Board secretary shall attempt to establish or restore the

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connection, provided that if the member participating by telephone is necessary to achieve a quorum, the meeting shall be at ease, recess, or adjourn as necessary until the telephone connection is established or restored.

I. Participation by the telephone shall be allowed only for regular, special, or committee meetings of the Board.

J. Any member of the public present with the member participating by telephone shall be allowed to speak to the same extent he/she would if physically present at the meeting.

K. As used in these bylaws, “telephone” means any system for two-way communication.

**ARTICLE VI. PUBLIC HEARINGS, RULES FOR PUBLIC PARTICIPATION, AND APPEALS**

1. **PUBLIC HEARINGS AND RULES FOR PUBLIC PARTICIPATION.** The Board may hold public hearings in accordance with established City and Borough of Juneau procedures to take public or other testimony on any issue dealing with Board duties or responsibilities. Public testimony will be conducted according to the following rules, which will be available at the meeting:

A. The presiding chair of the meeting will conduct the hearing.

B. The presiding chair will open the hearing by summarizing its purposes and reemphasizing the rules of procedure.

C. The presiding chair may set a time limit for public testimony, for individual speakers, or both if it appears necessary to gain maximum participation and conserve time, and may for the same reason disallow all questions from the Board members to members of the public. A majority of the Board or Committee may extend the time limit. The time limit for individual speakers shall be uniform for all speakers and shall be strictly enforced. Speakers shall not have the right to transfer their unused time to other speakers, but the presiding officer may grant additional time to a person speaking on behalf of a group present at the meeting.

D. Citizens will be encouraged to submit written presentations and exhibits. Material submitted to the Port Director’s Office more than three business days before a meeting and comprising 10 pages or less will be eligible for copying for that meeting. Material submitted less than three days before a meeting will be distributed by the Port Director at the meeting provided the submission contains at least 15 copies.

E. The presiding officer will set forth the item to be discussed and will rule non-germane comments out of order.

F. All speakers, public, and members of the Board must be recognized by the presiding

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chair.

G. Members of the public will precede their remarks by stating their names, and unless otherwise allowed by the presiding chair, their place of residence.

H. Members of the Board will be recognized by their **names**.

**Comment [BJM10]:** Shouldn't this be "surname"?

I. Members of the Board will not direct questions to each other or to the chair during the public participation except as to the conduct of the hearing.

J. Members of the Board may direct questions to a member of the public only to obtain clarification of material presented. The questions may not be argumentative, nor may they have the effect of unreasonably extending the time limit applicable to public speakers.

K. The public may direct questions to the Board or the administration. However, the Chair shall have discretion as to the appropriate manner and time for a response. In no case shall the Board engage in debate with the public.

L. The Port Director may participate in the same manner as members of the Board.

2. APPEALS TO THE BOARD. The Board will, in those instances allowed by the Code of the City and Borough of Juneau and under procedures established by the City and Borough of Juneau, hear and adjudicate public appeals regarding the application of Harbor rules, policies and procedures. The Board will adopt rules of procedure for handling appeals.

**ARTICLE VII. PORT DIRECTOR**

1. PORT DIRECTOR. The Port Director serves at the pleasure of the Board as identified in Section 85.02.080 of the Code of the City and Borough of Juneau.

The Port Director shall have the duties and responsibilities identified in Section 85.02.090, 85.02.110, and 85.02.130 of the Code of the City and Borough of Juneau.

**ARTICLE VIII. EFFECTIVE DATE AND AMENDMENTS**

1. EFFECTIVE DATE OF BYLAWS. These Bylaws, as amended, are effective **XXX, 2014**.

**Comment [WU11]:** Need to include date.

2. AMENDMENTS. Any of these Bylaws may be amended by an affirmative vote of six (6) Board members at any regular or special meeting called for that **reason**.

**Comment [BJM12]:** Shouldn't this also say "and approved by the Assembly."

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3. ADDITIONAL PROVISIONS. Indemnification of Directors and Officers Each director and officer now or hereafter serving as such, shall be, and by virtue of this Bylaw provision hereby is, indemnified by the City and Borough of Juneau against any and all claims and liabilities to which they, their heirs, and personal representatives, have or shall become subject due to serving or having served as such director or officer, or neglected by them as such director or officer; and the City and Borough of Juneau shall reimburse each such person for all legal expenses (including attorney's fees) reasonably incurred by them in connection with any such claim or liability, provided, however, that no such person shall be indemnified against, or be reimbursed for any expense incurred in connection with, any claim or liability arising out of their own willful misconduct or gross negligence.

The amount paid to any director or officer by way of indemnification shall not exceed their actual, reasonable, and necessary expenses incurred concerning the matter involved. The right of indemnification, herein above provided for, shall not be exclusive of any rights to which any director or officer may otherwise be entitled by law.

Adopted via Resolution XXXX this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Attested by Municipal Clerk

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| ACCT#                          | NAME OF COMPANY                               | ATS       | ADL # | Size      | Lease Start   | Lease End  | Last Review | Last       | AnnAmt     | Next                 | Base on   | Based on                                        |
|--------------------------------|-----------------------------------------------|-----------|-------|-----------|---------------|------------|-------------|------------|------------|----------------------|-----------|-------------------------------------------------|
|                                |                                               |           |       |           | Date          | Date       | Date        | Appraisal  |            | Review/<br>Appraisal |           |                                                 |
|                                |                                               |           |       |           | Date          | Date       | Date        | Date       |            | Date                 | Appraisal | Value                                           |
| 01569                          | AJT Mining Properties., Inc.                  |           | 1570  | 104789    | 1.49 Acres    | 8/1/1994   | 7/31/2039   | 5/24/2011  | 7/31/2012  | 7,800.00             | 9/1/2017  | 0.12                                            |
| 09003                          | AK Dept of Fish & Game                        | Pkg Agree |       |           | 26 spaces     | 11/1/2012  | 5/1/2014    | 11/1/2012  | N/A        | 5,000.00             | 5/1/2014  | Annual renewal                                  |
| 10375                          | AK Glacier Seafoods                           |           | 1644  | 107160    | 0.3900        | 7/1/2004   | 6/30/2037   | 9/21/2006  |            | 2,530.00             | 7/1/2015  | based on appraisal                              |
|                                | AK Glacier Seafoods (25 yr rent credit)       |           | 357   |           | 0.1997        | 3/24/2010  | 3/23/2045   | N/A        | 7/1/2009   | 0.00                 | 3/24/2035 | 25 year rent credit                             |
| 09481                          | Alaska Memories/Nordic Tug                    |           | 3     |           | 1455 sq ft    | 6/1/2011   | 5/5/2021    | 6/1/2011   | N/A        | 4,365.00             | 6/1/2017  | 10%                                             |
| 06858                          | AK Pacific LLC/Timerberwolf                   |           | 3     | Lt9B,Bk83 | 7245 sq ft    | 5/1/2003   | 4/30/2038   | 5/1/2003   | Unknown    | 7,180.00             | 5/1/2013  | Based on values of comparable lands \$          |
| 01578                          | AK Travel Adventures                          |           |       | Las-20893 |               |            |             |            |            | 250.00               | N/A       | Land use permit rent established by State       |
| 01607                          | Allen Marine Tours                            |           | 1533  | 106233    | 4.3010        | 12/1/1997  | 11/30/2027  | 5/24/2011  | 6/29/2012  | 28,100.00            | 7/1/2017  | 0.15                                            |
| 01663                          | Andrew Enterprises ( Fishermans Bend)         |           | 1324  | 103170    | 7.15 acres    | 1/2/2009   | 1/1/2044    | 1/2/2009   | 6/25/2008  | 24,250.00            | 1/3/2014  | 0.08                                            |
| 13004                          | Auke Bay Boat Yard                            |           | 16    |           | 40,510 sq ft  | 5/1/2008   | 4/30/2018   | 5/1/2008   | Unknown    | 10,000.00            | 5/1/2013  | 0.25                                            |
| 07764                          | Channel Construction                          |           | 7     | 2193      | 2.117 acres   | 4/25/1961  | 4/25/2016   | 5/5/2010   | 8/24/2006  | 12,428.80            | 5/4/2015  | 0.15                                            |
| 03608                          | Channel Construction                          |           | 1067  | 80526     | 0.2580        | 5/22/1981  | 5/21/2036   | 5/22/2006  | Unknown    | 2,275.00             | 5/22/2016 | 0.20                                            |
| 10382                          | Channel Construction                          |           | 1503  |           | .088 acres    | 9/1/2008   | 8/31/2043   | 9/1/2008   | 7/31/2006  | 6,100.00             | 8/31/2013 | 0.16                                            |
| 02240                          | Channel Flying                                |           | 54    | 2852      | 1.468 acres   | 11/28/1961 | 11/27/2016  | 5/24/2011  | 6/29/2012  | 6,500.00             | 2/23/2015 | 0.10                                            |
| 10923                          | Cultural Preservation                         |           | 16    |           | 3198 sq ft    | 6/1/1996   | 5/31/2031   | 5/24/2011  | 9/24/2013  | 33,590.00            | 9/24/2016 | 2.60                                            |
|                                | DIB Parking Agreement                         |           |       |           | 40 spaces     | 10/1/2013  | 9/30/2014   | 10/1/2013  | N/A        | 20,160.00            | 9/30/2014 | annual renewal                                  |
| 03969                          | D & G Properties (gave back to CBJ)           |           | 43    | 63677     |               |            |             |            |            | 0                    |           |                                                 |
| 02624                          | Hafner, Lisa                                  |           | 615   | 29281     | 3.877 acres   | 7/1/1966   | 6/30/2021   | 7/1/2005   | 4/12/2004  | 6,930.00             | 7/1/2015  | 0.05                                            |
| 02637                          | Douglas Island Pink & Chum                    |           | 1356  | 104320    | 274,236 sq ft | 10/17/1992 | 10/16/2037  | 10/17/2009 | 4/12/2004  | 41,134.45            | #####     | 0.15                                            |
| 10570                          | Franklin Dock Enterprises                     |           | 3     |           | 2.9 acres     | 11/21/1995 | 11/20/2030  | 5/24/2011  | 4/28/2013  | 75,898.80            | 6/1/2016  | based on appraisal/lease says 10% of land value |
|                                | GCI Easement                                  |           | 14    | Dock St.  | 89.58 acres   |            |             |            |            |                      |           |                                                 |
| 07275                          | Gitkov, John                                  |           | 1170  | 101598    | 1.69 acres    | 9/24/2012  | 9/23/2047   | 9/24/2012  | 6/29/2012  | #####                | 9/23/2017 | 0.15                                            |
| 03031                          | Gitkov, John (tract A & B)                    |           | 1525  | 105281    | 1.15 acres    | 2/1/2000   | 1/31/2030   | 6/29/2012  | 6/29/2012  | 7,560.00             | 6/29/2017 | 0.15                                            |
| 13051                          | Goldbelt, Inc. (Tram)                         |           |       | Prop/lse  | 10,000 sq ft  | 1/31/1995  | 1/30/2030   | 5/24/2011  | 3/26/2012  | #####                | 1/31/2015 | Based on appraisal                              |
| 10232                          | Harbor Enterprises (.05 per gal)              |           |       | Prop/lse  |               |            |             |            |            |                      |           |                                                 |
|                                | Harbor Lights Enterprises                     |           | 3     | L13 bk 51 | 4,177 sq ft   | 9/22/2010  | 9/21/2045   | 9/22/2010  | 2007 asses | 1,253.28             | 3/3/2014  | based on assessed value \$.30 per sq ft         |
| 12017                          | Huemann, William(People's Wrf) (9&13B         |           | 3     |           | 466 sq ft     | 11/8/2006  | 11/7/2041   | 11/7/2012  | 7/1/2013   | 5,950.00             | 7/1/2017  | based on appraisal 10% of value                 |
| 01586                          | Juneau Alaska Communications                  |           | 893   | 103832    | .3323 acres   | 2/27/2011  | 2/27/2046   | 5/24/2011  | 8/26/2011  | 2,170.95             | 2/27/2016 | 0.15                                            |
| 01135                          | Juneau Marine Service/FishTerm                |           |       | Prop/lse  | 55,455.30     | 12/1/1995  | 5/4/2021    | 1/1/2011   | N/A        | 26,405.00            | 1/1/2016  | 10%                                             |
| 03710                          | Klein, Myron                                  |           | 43    | 2798      | 3.465         | 11/11/2009 | 11/10/2044  | 11/11/2009 | 4/12/2004  | 6,040.00             | #####     | 0.04                                            |
| 01257                          | Maritime Hydraulics (Fish Term) Lot 2A blk 51 |           |       | Prop/lse  | 1,105 sq ft   | 11/15/2000 | 5/5/2021    | 11/15/2011 | N/A        | 3,489.60             | #####     | 10%                                             |
| 10915                          | Miner's Hall (JNY,LLC) Lot 9B blk 83          |           |       | Prop/lse  | 1954.7 sq ft  | 5/1/2006   | 5/1/2041    | 5/1/2011   | 6/29/2012  | 15,500.00            | 5/1/2016  | Based on appraisal 8% of value                  |
| 10920                          | Miner's Hall (Easement)                       |           |       | Prop/lse  | 56 sq ft      | 5/1/2006   | 5/1/2041    | 5/1/2006   | 12/15/2005 | 112.00               | 5/1/2041  | Based on appraisal 8% of value                  |
| 05325                          | Smith, Tim etal                               |           | 1277  | 102934    | 1.83 acres    | 4/27/1984  | 4/26/2014   | 4/27/2009  | 8/31/2011  | 11,957.25            | 4/27/2019 | 0.15                                            |
| 05514                          | Taku Oil Sales                                |           | 857   | 53504     | .088 acres    | 9/16/1971  | 9/15/2026   | 5/24/2011  | 4/12/2004  | 1,150.00             | 5/23/2016 | 0.30                                            |
| 01041                          | Taku Smokeries (\$6.00 per ton of fish)       |           |       | Prop/lse  | Dock Use      | 4/30/2009  | 4/30/2024   | 4/30/2009  | 12/15/2008 | 21,734.56            | 4/30/2024 | amount varies on fish tonnage                   |
| 07765                          | Taylor, Neil (Fishermans Bend)                |           | 33    | 2480      | 55,495 sq ft  | 4/25/1961  | 4/25/2016   | 4/12/2004  | 4/12/2004  | 5,300.00             | 4/25/2015 | based on appraisal 8% of value (1994)           |
| 05543                          | Thane Ore House Tract B1 & B2                 |           | 1328  | 103289    | 55,887 sq ft  | 12/1/1995  | 11/30/2025  | 3/21/2010  | 4/12/2004  | 6,700.00             | 3/21/2015 | 0.12                                            |
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| TIDELAND and LEASE INFORMATION |                                               |           |       |           |               |            |             |            | Page 2     |                      |           |                                                 |
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|-------|---------------------------------|----------------------|--------|-----------------------------|---------------------------|-----------|---------------------------|---------------------------|-----------|-----------|----------------------------------------------|--|
| 07998 | USCG Moorage License Agreement  | Auke Bay             | Dock   | 254 linear ft               | <a href="#">3/29/2013</a> | 9/30/2032 | <a href="#">10/1/2013</a> | N/A                       | 21,171.00 | 9/30/2014 | annual                                       |  |
| 09070 | Wick/Grant Living Trust (Lot 3) | 18                   | 1891   | <a href="#">0.461 acres</a> | <a href="#">6/1/2009</a>  | 5/30/2044 | 6/1/2009                  | <a href="#">4/12/2004</a> | 3,012.15  | 6/1/2014  | <a href="#">Based on old appraisal \$.15</a> |  |
| 02248 | Wick/Grant Living Trust (Lot 2) | 18                   | 2090   | <a href="#">.46 acres</a>   | <a href="#">6/1/2009</a>  | 5/30/2044 | 6/1/2009                  | <a href="#">4/12/2004</a> | 3,005.55  | 6/1/2014  | <a href="#">Based on old appraisal \$.15</a> |  |
|       | Auke Bay                        | <a href="#">1685</a> | 107425 | <a href="#">5.77</a>        |                           |           |                           |                           |           |           |                                              |  |
|       | Yacht Club                      | 773                  | 59182  |                             |                           |           |                           |                           |           |           |                                              |  |
|       | Juneau Port Development LLC     |                      |        |                             |                           |           |                           |                           |           |           |                                              |  |

#####

# STATTER HARBOR - ADA SURVEY



2014

CBJ - Juneau Docks & Harbors

# Statter Harbor - ADA Survey

## CBJ - JUNEAU DOCKS & HARBORS

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(Revised: Final May 23, 2014)



## 1 – INTRODUCTION

City and Borough of Juneau (CBJ) Docks and Harbors contracted with NorthWind Architects to perform a survey of the Statter Harbor moorage facilities for consistency with the current accessibility design guidelines: the 2010 ADA Standards for Accessible Design as published by the Dept. of Justice.

Participants in the planning process included the following:

- NorthWind Architects, LLC: Gerald Gotschall, AIA - Registered Architect

### **Key:**

Excerpts from the ADA Design Guidelines are provided with the section numbers: i.e. 1003.1

- *Comments from the review team are in colored italic text as they apply specifically to the harbor situation.*

## 2 – ACCESSIBILITY CRITERIA

We are providing commentary for each item of the standards from the 2010 ADA AG, The Americans with Disabilities Act and Accessibility Guidelines, which covers new or modified facilities.

Chapter 10 - Recreational Facilities, specifically **Section 1003 - Recreational Boating Facilities** as well as Chapter 2 - Scoping Requirements, specifically **Section 235 - Recreational Boating Facilities** were reviewed relative to the Statter Harbor moorage facilities.

The survey follows the Guidelines and addresses each aspect with commentary, measurements and photos of the in-place, newly constructed conditions at Statter Harbor in Auke Bay. It does not address older dock sections in detail but does cover the accessible path to the older floats.

## 3 – STATTER HARBOR SURVEY

### **Section 1003 Recreational Boating Facilities**

---

1003.1 General: Recreational boating facilities shall comply with Section 1003.

1003.2 Accessible Routes: Accessible routes serving recreational boating facilities, including gangways and floating piers, shall comply with Chapter 4 except as modified by the exceptions in 1003.2.

1003.2.1 **Boat Slips:** Accessible routes serving boat slips shall be permitted to use the exceptions in 1003.2.1.

Exceptions:

1. Where an existing gangway or series of gangways is replaced or altered, an increase in the length of the ramp shall not be required to comply with 1003.2 (for Chpt. 4 Accessible Routes) unless required by 202.4 (Alterations affecting primary function areas.)
  - *Gangways. This criteria would allow a gangway to stay the same length if replaced or altered. Statter Harbor's main gangway was replaced & improved as a part of the harbor renovation. Use & function were not changed. The gangway was increased to approx. 102' in length even though it was not required under this exception.*



2. Gangways shall **not** be required to comply with maximum rise specified in 405.6.
  - **Section 405.6 Rise, states that** an accessible ramp shall have a rise of 30-inches max for each 30-feet of run. (Typical for buildings.) This exception excludes the 1:12 slope requirement in a moorage facility. The overall rise at Statter harbor gangway is closer to 30-feet than 30-inches. It is not expected that a marine gangway maintain the 1:12 slope required for buildings.
    - No modifications are needed for this criteria.
3. Where the total length of a gangway or series of gangways serving as a part of a required accessible route is **80 feet min.**, gangways shall not be required to comply with 405.2.
  - **Section 405.2 identifies** the max. ramp slope of 1:12. Again this requirement is primarily for buildings and upland accessible routes.
  - This exception applies to the design on the Statter harbor gangway because it measures 101-feet with a 6' walk out transition at the lower dock end; and a ~2' walkout transition ramp at the upper end of the gangway. Therefore, the main gangway meets the requirements of this exception as it is over 80-feet long.
  - At two locations, a dock-to-dock ramp was installed to transition from the higher newer float to the lower older floats. At each of these locations, the ramp is not required to be 1:12 slope.



FIGURE 1 TRANSITION RAMP - 1 TO OLDER WOOD DOCK



FIGURE 2 TRANSITION RAMP - 2 TO EXISTING CONCRETE DOCK



4. Where facilities contain fewer than 25 boat slips and the total length of the gangway...serving as part of a required accessible route is 30 feet min, gangways shall not be required to comply with 405.2.
  - This exception does not apply to Statter Harbor as it has over 25 boats and a ramp of greater than 30 feet. No modification is needed.
5. Where gangways connect to transition plates, landings specified by 405.7 shall not be required.
  - Statter Harbor does utilize a sloping transition plate at the head and base of the main gangway and per this exception, it is not required to have a level landing at the base of the main sloped ramp. No modification is needed.
6. Where gangways and transition plates connect and are required to have handrails, handrail extensions shall not be required. Where handrail extensions are provided on gangways or transition plates, the handrail extensions shall not be required to be parallel with the ground or floor surface.
  - Statter Harbor does have handrails on the gangway and they do extend over the transition plates at the lower end.
  - The upper end handrails extend over a narrower transition plate.
  - The looped ends of the handrails are not required to be parallel to the ground as they would in a building, as the angle of the ramps & railings are continually changing with the fluctuation of the tide. Statter Harbor gangway therefore meets this design guideline at the top & bottom transitions. No modification is needed.



LOWER GANGWAY TRANSITION PLATE



UPPER GANGWAY TRANSITION PLATE

7. The cross slope specified in 403.3 and 405.3 for gangways, transition plates and floating piers that are part of accessible routes shall be measured in the static position.
  - a. **403.3 Slope.** The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.
  - b. **405.3 Cross Slope.** Cross slope of ramp runs shall not be steeper than 1:48.



- The gangway & transition plates do not have cross slopes as they are constructed & manufactured to have traffic flow straight off & onto the ramp. A cross slope would be to allow traffic to flow off the edges of the transition plates which is not desirable or practical in the ramp design. Floats are also designed & constructed to be level and at this harbor a cross slope is not an issue. (A cross slope typically appears at a sidewalk to roadway curb cut.)

8. Changes in level complying with 303.3 and 303.4 shall be permitted on the surfaces of gangways and boat launch ramps.

- On the surface of the gangways themselves, there are not additional level transitions, the new gratings are relatively flush and consistent along the full length of the walking surface.
- Level changes occur only at the top & bottom of the gangway, at the trailing edges of the transition plates. They are typically a yellow poly material and have a beveled level change as required by the noted subsections, tapering off to a max. of 1/4" rise.



TRANSITION PLATE NOSING AT GANGWAY

1003.2.2 Boarding Piers at **Boat Launch Ramps**: Accessible routes serving boarding piers at boat launch ramps shall be permitted to use the exceptions in 1003.2.2.

- The existing Boat Launch Ramp at Statter Harbor is older and is planned to be replaced in the next improvement project phase at the facility. An evaluation is done nonetheless and may serve as an example for future design.

**Exceptions** are as follows:

1. Accessible routes serving floating boarding piers [at launch ramps] shall be permitted to use Exceptions in 1,2,5,6,7,8 1003.2.1. [From ADA text above.]

**Exceptions, from 1003.2.1:** (1,2,5,6,7,8)

1. Where an existing gangway or series of gangways is replaced or altered, an increase in the length of the ramp shall not be required to comply with 1003.2 (for Chpt. 4 Accessible Routes) unless required by 202.4 (Alterations affecting primary function areas.)
  - **Launch Ramp Gangways.** *Statter Harbor launch ramp does not have a gangway - it is designed to set on the ground as the tide changes. This item does not apply to this launch ramp.*
2. Gangways shall **not** be required to comply with maximum rise specified in 405.6.
  - **Section 405.6 Rise, notes that** any ramp rise shall be 30" max for a 30' run (typical for buildings. This Exception 2 excludes that requirement. Again, Statter Harbor launch ramp does not have a gangway. The floating dock itself lies directly on the drive ramp at low tide and is the



*same slope as the drive. This exception applies - the drive ramp is not 1:12 slope, and this is allowed by this exception as an access to the launch ramps floating dock sections.*

3. N/A
4. N/A
5. Where gangways connect to transition plates, landings specified by 405.7 shall not be required.

- *Statter Harbor launch ramp utilizes an arched metal transition plate at the top of the ramp. The gangway is not required to have a level landing at the base of the main sloped ramp. It is in poor condition and the arched profile does not meet the intent of the ADA in that it would not provide a smooth transition to the floating dock sections and is higher than the 1/2" rise with a 1/4" nosing that is recommended. It will need to be redesigned when rebuilt or replaced at some future time.*



6. Where gangways and transition plates connect and are required to have handrails, handrail extensions shall not be required. Where handrail extensions are provided on gangways or transition plates, the handrail extensions shall not be required to be parallel with the ground or floor surface.
  - Since the launch ramp at Statter Harbor does not have a gangway that would then require guardrails, this exception does not apply.
7. The cross slope specified in 403.3 and 405.3 for gangways, transition plates, and floating piers that are part of accessible routes shall be measured in the static position.
  - The launch ramp at Statter Harbor does not have a gangway. The transition plate from grade to the dock sections does not have a cross slope. The floats are level from side to side in the static position. The direction of travel is straight onto the dock. This exception does not apply to the current launch ramp.
8. Changes in level complying with 303.3 and 303.4 shall be permitted on the surfaces of gangways and boat launch ramps.
  - The launch ramp at Statter Harbor has traction strips on one half of the walkway surface that is sloped at low tide. The traction strips are typically larger & higher than the 1/4 - 1/2" that is noted in sections 303.3-4. Although the strips are higher than prescribed, they are only on one side, thus allowing for a clear walking or rolling surface on the other side for the accessible route.
2. Where the total length of the gangway...serving as part of a required accessible route is 30 feet min., gangways shall not be required to comply with 405.2.

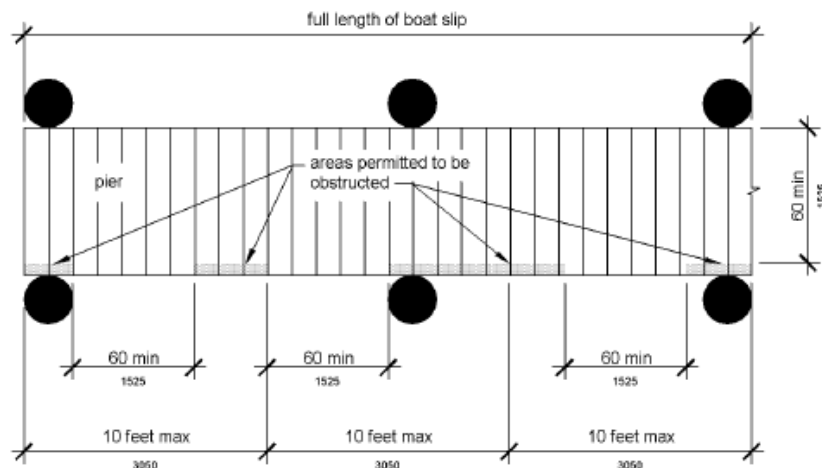


- This facility is at a constant slope as it lays on grade of the drive ramp at low tide, and does not have a separate gangway for access to the dock sections; therefore, the ramp is the same as the grade of the ramp itself until it hits the water.
  - No action is required.
- 3. Where the accessible route serving a floating boarding pier or skid pier is located within a boat launch ramp, the portion of the accessible route located within the boat launch ramp shall not be required to comply with 405.
  - The sections of the pier associated with this launch ramp would be considered part of the accessible route and would not need to be sloped at 1:12 per Section 405.
    - The dock sections are allowed to be at the current slope. No action is required.

**1003.3 Clearances:** Clearances at boat slips and on boarding piers at boat launch ramps shall comply with 1003.3.

**Advisory 1003.3 Clearances.** Although the minimum width of the clear pier space is 60 inches (1525 mm), it is recommended that piers be wider than 60 inches (1525 mm) to improve the safety for persons with disabilities, particularly on floating piers.

**1003.3.1 Boat Slip Clearance.** Boat slips shall provide clear pier space 60 inches (1525 mm) wide minimum and at least as long as the boat slips. Each 10 feet (3050 mm) maximum of linear pier edge serving boat slips shall contain at least one continuous clear opening 60 inches (1525 mm) wide minimum.



**Figure 1003.3.1 Boat Slip Clearance**

- This section is recommending a 60" clear width opening between bull rails on the finger piers between boats.
- The new boat fingers have a clear walking width of 38" min. between the bull rails at the **smaller** fingers and 55.5" at the **larger** fingers.
- The main pier out to the finger slips is 12' wide with 128" (10'-8") clear between bull rails.
- There are no cutouts in the bull rail at present at either the main piers or finger piers.
  - Should modifications be required to accommodate boaters, this guideline should be used to make the changes.



## EXCEPTIONS:

1. **Clear pier space** shall be permitted to be 36 inches wide minimum for a length of 24 inches (610 mm) maximum, provided that multiple 36 inch wide segments are separated by segments that are 60 inches wide minimum and 60 inches long minimum.

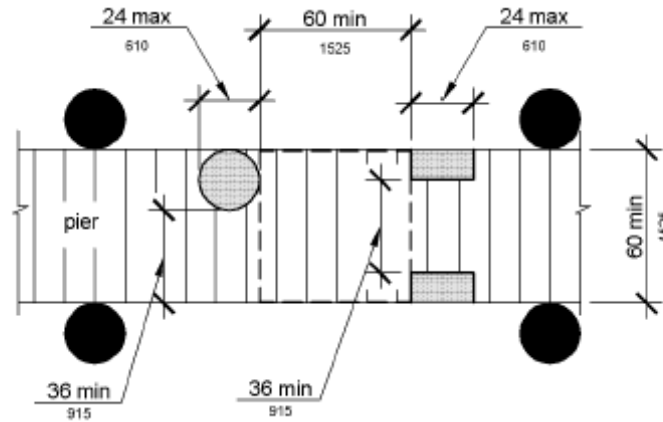


Figure 1003.3.1 (Exception 1) Clear Pier Space Reduction at Boat Slips

- This exception allows for the pilings and dock accessories such as power & water pedestals to be installed on the dock and allows the walking width to be reduced down to 36" where they occur.
  - This situation is not present at Statter Harbor; pilings and accessories are on the main connecting dock sections where there is a min. of 93" clear width at these items in the direction of travel.
  - The smaller fingers have a 38" clear width along the full length of the slip.
    - Therefore this exception may not be a concern at this facility as currently constructed. No action is required.
2. **Edge protection** shall be permitted at the continuous clear openings, provided that it is 4 inches high maximum and 2 inches wide maximum.

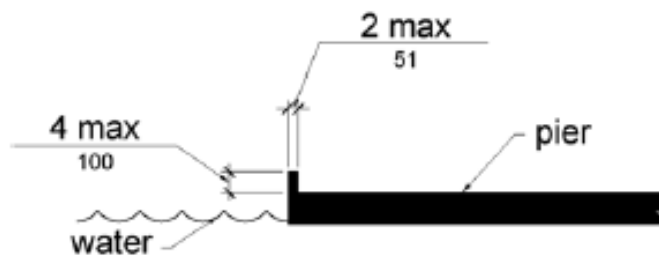


Figure 1003.3.1 (Exception 2) Edge Protection at Boat Slips

- There are currently no exposed edges on the main piers or at boat slip fingers.
- Edge protection is allowed to be installed at fingers if bull rails are removed; this would afford some protection against rolling over the edge at the open sections.
  - Should modifications be required to accommodate boaters, this guideline should be used to make the changes.



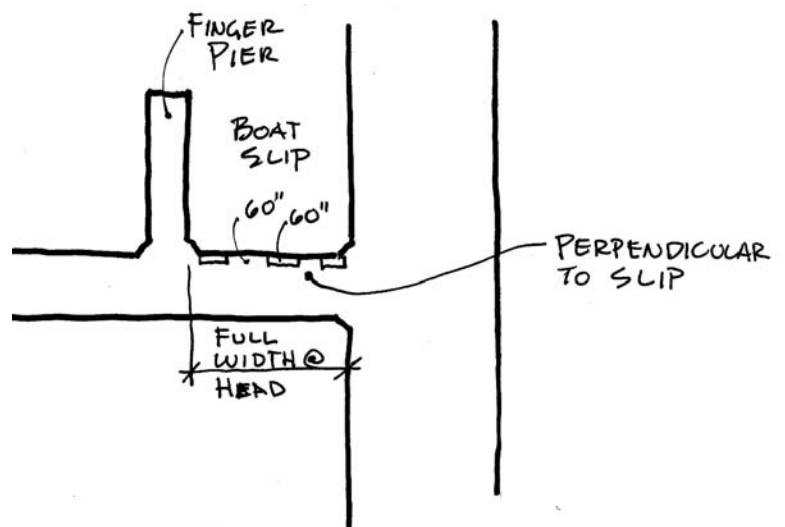
3. **In existing piers, clear pier space** shall be permitted to be located perpendicular to the boat slip and shall extend the width of the boat slip, where the facility has at least one boat slip complying with 1003.3, and further compliance with 1003.3 would result in a reduction in the number of boat slips available or result in a reduction of the widths of existing slips.

**Advisory 1003.3.1 Boat Slip Clearance, Exception 3.** Where the conditions in exception 3 are satisfied, existing facilities are only required to have one accessible boat slip with a pier clearance which runs the length of the slip. All other accessible slips are allowed to have the required pier clearance at the head of the slip. Under this exception, at piers with perpendicular boat slips, the width of most "finger piers" will remain unchanged. However, where mooring systems for floating piers are replaced as part of pier alteration projects, an opportunity may exist for increasing accessibility. Piers may be reconfigured to allow an increase in the number of wider finger piers, and serve as accessible boat slips.

- This exception allows for an option to have accessible boat access from the Main Walk float. (See Sketch 1).
- By modifying the bull rails along the edge of the Main Walk, access could be made onto the boat from the stern.
- This may be done where the finger pier does not have a 60" or greater clear maneuvering circle.



MAIN WALK FLOAT



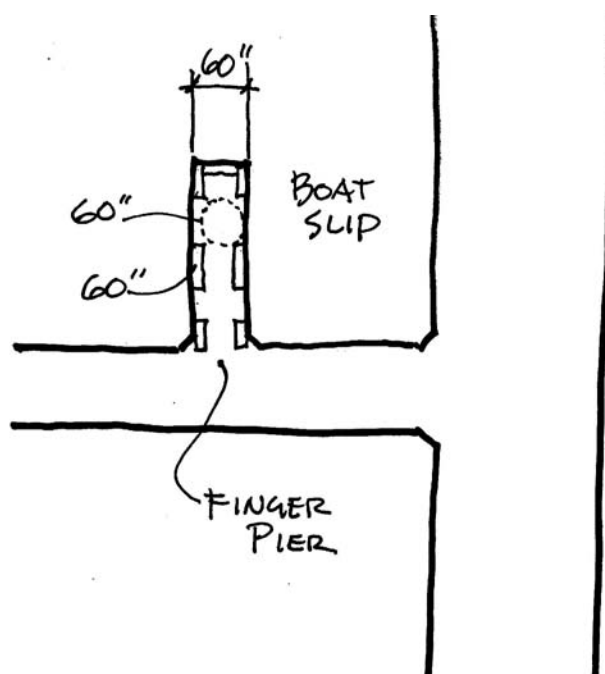
SKETCH 1 - MODIFICATIONS TO MAIN WALK FLOAT BULL RAILS - LOADING ONTO BOATS AT STERN



- Where the finger is wide enough for a 60" clear circle, and the bull rails can be modified to meet the 60" open and 60" closed configuration illustrated in Figure 1003.3.1, then it could become the designated accessible slip. (See Sketch 2).
- In an existing facility, these options may be achievable without reducing the number of boat slips.



WIDE FINGER PIER



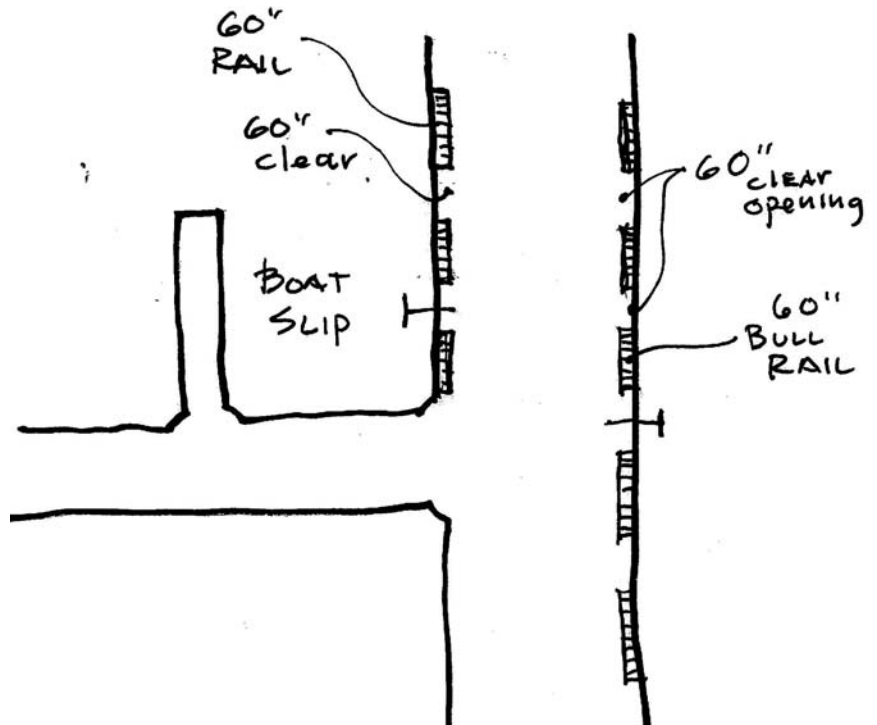
SKETCH 2 - MODIFICATIONS TO FINGER PIER BULL RAILS - LOADING ONTO BOATS AT EITHER SIDE



- Accessibility may also be accommodated by modifying the Head Walk bull rails to allow for side access to vessels from a wider float section. (See Sketch 3).



HEAD WALK FLOAT



SKETCH 3 - HEAD WALK FLOAT, MODIFICATIONS TO BULL RAIL - LOADING ONTO BOATS AT EITHER SIDE



## 235 Recreational Boating Facilities

235.2 **General.** Recreational boating facilities shall comply with 235.

235.2 **Boat Slips:** Boat slips complying with 1003.3.1 shall be provided in accordance with Table 2. Where the number of boat slips is not identified, each 40 feet (12 m) of boat slip edge provided along the perimeter of the pier shall be counted as one boat slip for the purpose of this section. See Table 235.2 Boat Slips.

- *This criteria identifies the number of accessible boat slips to be provided in a facility based on the total number of slips. Per Table 235.2, Statter would be between 1-6 stalls.*
- *The Statter Harbor facility is noted as accommodating 324 transient vessels and 70 permanent vessels moored at the floats. 6 accessible stalls would cover a total of 394 stalls.*
- *Alternate calculation for Statter Harbor accessible slips: Using the Guidelines recommended measurement of 40 feet per slip, and approximately 11,000 lineal feet of undesignated transient moorage in the older section of the harbor, we would have 275 slips. The revised calculation would then be  $275 + 70 = 345$  total slips. The count of 6 accessible boat slips remains unchanged.*

235.2.1 **Dispersion.** Boat slips complying with 1003.3.1 shall be dispersed throughout the various types of boat slips provided. Where the minimum number of boat slips required to comply with 1003.3.1 has been met, no further dispersion shall be required.

- *This criteria identifies where the accessible boat slips are to be located, recommending that they be dispersed throughout the various types or sizes of slips.*

From Table 235.2, Boat Slips:

| Total Number of Boat Slips Provided in Facility:                                                       | Minimum Number of Required Accessible Boat Slips (#) |
|--------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 1 to 25 (1), 26 to 50 (2), 51 to 100 (3), 101 to 150 (4), 151 to 300 (5), 301 to 400 (6), 1 to 600 (8) |                                                      |



## 4 – MODIFICATION OPTIONS FOR INCREASING ACCESSIBILITY

### Head Walk

- The **Head Walk** area does allow for adequate clearances required in this section. The piles and deck mounted equipment and light poles are all arranged to allow for adequate clearance along the length of the main dock.
- Sections of the bull rail could be removed to achieve the 60" open and 60" bull rail pattern along the main dock that is approx. 12' wide.



HEAD WALK FLOAT, VESSEL LOADING AREA

- The wider dock would allow for maneuvering and possibly a movable ramp section to allow for access to different heights of boats.
- Currently one of the day tour boats is using a portable ramp to aid in the access to their vessels. The boats also have a flip-up section of the side rail to allow for rolling transfer at the back deck. (See photo.)



RAISED SIDE RAIL FOR FLUSH ACCESS ON DAY TOUR VESSEL



## Main Walk

- The **Main Walk** float is 12' wide with a clear width of 128" between bull rails.
  - Modifications could be made to bull rail at the stern of slips for increased accessibility onto the stern of vessels. (See Sketch 1)



MAIN WALK FLOAT

## Finger Piers

- The individual **Finger piers** do not have deck mounted equipment, only the bull rails that rise above the deck surfaces.
- At the new boat slips, the **wide finger piers** have a 73" overall width and a 55.5" clear width between bull rails.
  - Piers could be modified to remove 60" sections of the bull rails to allow for the recommended deck clearance noted under this section.
  - A 60" cut out of the rail would expose the full 73" width of the deck and provide more than the recommended clearance for turning and maneuvering to get on and off boats.
  - Per Exception 1, the 55.5" width between bull rails can remain as long as there are areas of 60"x60" clear maneuvering spaces. (See Sketch 2.)



WIDE FINGER PIER



- The **narrow finger piers** at boat slips have a 65" overall width and a 38" clear width between the bull rails.
  - A 60" section of the bull rails could be cut out at each side to allow for the clear openings and a 60"x65" maneuvering space on the smaller fingers.
  - Per Exception 1, the existing 38" clear width between the bull rails on this narrow float (36" min.) would be permitted if a 60" cutout is made, allowing for turning and maneuvering on and off boats.



NARROW FINGER PIERS



## Launch Ramp

- The wood Launch ramp is approx. 10' wide, and has adequate room to maneuver & turn around on the level areas of the floating pier.
- It does not have cut outs for flush dock transfer onto vessels.
  - A 60" section of the bull rails could be cut out at each side to allow for clear transfer openings.
  - As this launch ramp is replaced, the guidelines should be considered to improve accessibility and maintain the accessible route up and down the dock portion of the launch ramp.



LOW END OF BOAT LAUNCH RAMP



UPPER END OF BOAT LAUNCH RAMP, TRANSITION TO PARKING LOT



## 5 – SUMMARY / NEXT STEPS

For the most part, the Statter Harbor dock meets the intent of the 2010 Accessibility Guidelines for Marine Facilities with a few exceptions. **The accessible route** from the parking lot to the boat slips meets the general criteria. Ramps & handrails are in good condition along the route with transitions the correct size & profile per the guidelines. However, the **finger piers** with the large bull rails around the perimeter provide the main impediment to accessibility according to the guidelines.

While the elevated 6x6 wood bull rails provide for substantial & versatile tie up options for a mix of boats in the harbor, and provide a good edge for general public safety along the relatively high use facility, the guidelines indicate breaks be provided for level passage to vessels for accessibility.

Several options could be pursued to modify the **newer sections** of the facility to align with the ADA Accessibility Guidelines for Marine Facilities. Since this is an existing facility, we have several options that appear to be allowed as modifications to accommodate access. Three initial options are as follows:

1. Modify the bull rail along the **Main Walk Float** for several 60" cut out spaces for access onto the stern of a boat. This would have a 60" solid and 60" cutout. The bull rail attachment would need to be modified as currently the fastening pins are spaced around 60". A careful layout of the openings would be needed to avoid the pilings and dock accessories along that edge as well. (See Sketch-1)
2. For a dedicated accessible slip, one of the larger or **wider finger piers** could be modified with the 60" open and 60" closed bull rail pattern. This would allow for areas with a full turning radius along the length of the finger pier and areas that could accommodate a side boarding scenario onto either of the two boats on that finger. With the bull rail set inboard from the edge in all locations, once it is removed a person could maneuver up to the edge of the boat and transfer on. (See Sketch-2)
3. Modify the bull rail along the **Head Walk Float** for 60" open and 60" closed pattern. This would provide for a loading area that could be in a dedicated loading area thus affording an accessible loading & unloading area available to all boaters whether they have an accessible stall or not. (See Sketch-3)

While we do not know what everyone's physical needs or capabilities may be, if an **accessible route** is provided from the parking lot to the edge of the dock piers, and no major barriers are encountered on the public areas of the dock, then the guidelines have been observed and the public has been accommodated.

- From the Guidelines Section 235, Table 235.2, we get a count for the number of slips.
- From Section 235.2.1, we get the recommendation to disperse the accessible stalls throughout the facility, with one at each type or size of slip. When the number of required slips has been met, no further dispersion shall be required. (i.e. Only 3 ADA slips would be required throughout 5 types or sizes of boat stalls.)
- A recommendation would be to use the Guidelines to make accommodations when a request is made by a harbor patron as a means for determining where the slips may occur throughout the facility.



### Breakwater Float

The large floating breakwater is completely open to the sides as it has large cleats for tie up along a flush edge. While it appears to have a wide enough sections along each side, the open areas in the middle without edge protection may offer more of a hazard without a rail or grating to cover the openings.

- The transition from the head walk float to the breakwater float is a large arched metal plate that bridges between the two floats. This could be improved for both accessible passage as well as general patron comfort & safety.
- The open centers could be covered over with dock planking to make the side walkways feel safer to both walking and rolling dock patrons.
- Although the floating breakwater was not initially designed for moorage, it is essential for larger visiting yachts & fishing vessels and with a few improvements, could provide a safe & accessible route to the harbor patrons.



### Concrete Dock Sections

The majority of the older Statter Harbor facility has concrete floating pier sections with heavy wood bull rails for tying off the boats; rails are even with the outer edge of the dock, but are continuous and stand up above the deck.

- The bull rails at the concrete dock sections could have 60" sections cut & removed to provide transfer openings per the Guidelines if needed, as outlined above for the newer areas.
- These floats generally have adequate float clearances and allow for a primary accessible route along the length of the dock.

### Wood Dock Sections

The oldest area of the facility has wood plank decking and a heavy wood bull rail for tying off the boats. Appropriate transitions have been made from the higher, newer dock to the lower, older dock areas. The main float and single finger float are both wide enough to accommodate the recommended turning radius and clearances for an accessible route to and from the vessels in this area.

- The bull rails on both of the older dock areas could be modified in places to allow for level transfer to vessels.
- However, depending on the height of the dock and the infinitely changing height of the boats, other scenarios for passenger transfers could be explored. This may include a portable wood or metal ramp to allow for rolling or other limited mobility transferring onto the boats.
- One of the aluminum boats used for day tours utilized a similar ramp to gain access onto their boats as they had a mix of mobility & wheel chair bound passengers on a regular basis for their tours. This seemed to work well on an as-needed basis.



## 6 – APPENDEX

### Applicable Regulations and References

#### LINKS TO DOCUMENTS on the ACCESSIBILITY GUIDELINES:

ADA Design Guidelines: [http://www.ada.gov/2010ADASTandards\\_index.htm](http://www.ada.gov/2010ADASTandards_index.htm)



**ASSEMBLY AGENDA/MANAGER'S REPORT  
THE CITY AND BOROUGH OF JUNEAU, ALASKA**

***Special Assembly Meeting***

Monday, June 2, 2014, x:00 PM

Assembly Chambers – Municipal Building

Special Meeting No. 2014-xx

Submitted by: \_\_\_\_\_

Kimberly A. Kiefer

City and Borough Manager

**I. FLAG SALUTE**

**II. ROLL CALL**

**III. SPECIAL ORDER OF BUSINESS**

- A. Recognition of 30 years Docks & Harbors Service – Robert Clauder
- B. Joint Meeting with the Docks & Harbors Board
  - Board & Financial Overview
  - Project Updates
    - i. Downtown cruise ship infrastructure
    - ii. Statter Harbor
    - iii. Douglas Harbor
    - iv. Aurora Harbor
  - Tideland Leases
- C. Consent Agenda – Bid Approval Aurora Harbor – Phase I

**IV. ASSEMBLY COMMENTS AND QUESTIONS**

**VI. ADJOURNMENT**

# PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

| Project                                        | Status      | Schedule     | Contractor        | Notes                                 |
|------------------------------------------------|-------------|--------------|-------------------|---------------------------------------|
| <b>Auke Bay Loading Facility - Phase I</b>     |             |              |                   |                                       |
| Miscellaneous                                  | In Progress |              | Staff             | Awaiting final project close out      |
| <b>Auke Bay Loading Facility - Phase II</b>    |             |              |                   |                                       |
| Reporting                                      | On-Going    | Quarterly    | Staff             | Next report due Jul 31 Apr, May, Jun) |
| <b>Old Douglas Harbor Reconstruction</b>       |             |              |                   |                                       |
| Permitting                                     | In Progress |              | ACOE              | Awaiting modified permit decision     |
| Review of 2007 95% Drawings                    | Hold        |              | Staff             | Awaiting Corps Permit                 |
| Final Engineering and Design                   | Hold        |              | PND               | Awaiting Corps Permit                 |
| Bid                                            | Hold        |              |                   | Awaiting Corps Permit                 |
| Construction                                   | Hold        | TBD          |                   | Awaiting Corps Permit                 |
| <b>Statter Harbor Launch Ramp</b>              |             |              |                   |                                       |
| Conveyance - DNR Property at Glacier Hwy       | In Progress |              | R&M               | Awaiting survey approval by DNR       |
| DNR Tidelands Survey                           | In Progress |              |                   | Awaiting survey instructions          |
| Mitigation Proposal with SealTrust             | Complete    |              | SEAL Trust        | Awaiting confirmation of payment      |
| Final Engineering and Design                   | In Progress |              | PND               | 65% Design Mtg - 12 May 14            |
| Bid                                            | Hold        | July 2014    |                   |                                       |
| Construction                                   | Hold        |              | TBD               |                                       |
| <b>Statter Harbor Moorage Improvements</b>     |             |              |                   |                                       |
| As-Built Drawings                              | In Progress |              | PND               |                                       |
| <b>CT Staging Area Improvements - Phase I</b>  |             |              |                   |                                       |
| As-Built Drawings                              | In Progress |              | PND               |                                       |
| <b>CT Staging Area Improvements - Phase II</b> |             |              |                   |                                       |
| Construction                                   | In Progress | May 2, 2014  | Miller Const. Co. | Complete Spring 2014                  |
| Signs                                          | In Progress |              | Staff             | Install posts - Miller                |
| <b>Port of Juneau Cruise Berths</b>            |             |              |                   |                                       |
| 1% for Art                                     | Hold        |              | Staff             | Begin June 2014                       |
| Post Award Meeting                             | In Progress | June 6, 2014 | Manson            |                                       |
| Prefabrication and Procurement                 | In Progress |              | Manson            |                                       |
| Construction                                   | Hold        | Sept 2015    | Manson            |                                       |
| RFP for Vibration Monitoring Services          | Hold        |              |                   |                                       |
| CA/Inspection Services                         | In Progress |              | PND               | Fee proposal review                   |
| <b>Port-Customs-Visitors Buildings</b>         |             |              |                   |                                       |

# PORT ENGINEER'S PROJECT STATUS REPORT

Gary Gillette, Port Engineer

|                                                |             |              |               |                                              |
|------------------------------------------------|-------------|--------------|---------------|----------------------------------------------|
| As-Built Drawings                              | In Progress |              | JYL           | Final review by D&H                          |
| <b>Cathodic Protection Replacement</b>         |             |              |               |                                              |
| Final Engineering and Design                   | In Progress | Fall 2014    | Tinnea        | Awaiting bid documents and Cost Estimate     |
| <b>Aurora Harbor Re-Build</b>                  |             |              |               |                                              |
| Building Permit                                |             |              | Staff         | Applied for permit                           |
| Bid                                            | In Progress | May 15, 2014 |               | Reviewing contractor qualifications          |
| Bid Approval                                   |             | June 2, 2014 |               | Awaiting Assembly Approval                   |
| Construction                                   |             | Fall 2014    |               |                                              |
| Completion                                     |             | Spring 2015  |               |                                              |
| <b>Douglas Breakwater</b>                      | Complete    |              | ACOE          | Awaiting final processing - CBJ Match Amount |
| <b>Bridge Area - SeaWalk Planning</b>          | Hold        |              |               | Coordination with Engineering                |
| <b>Alaska Marine Services Center</b>           | In Progress |              |               | Working with AKMX, Eng, P&R                  |
| <b>Statter Harbor Passenger For Hire Float</b> | Hold        |              |               | Awaiting Funding                             |
| <b>Statter Boat Haul-Out/Kayak Ramp</b>        | Hold        |              |               | Awaiting full funding                        |
| <b>Power Capstans at Cruise Dock</b>           |             |              |               |                                              |
| Capstan Install                                | Complete    |              | Anchor Elect. | Awaiting close out                           |
| <b>Weather Monitoring System</b>               | In Progress |              | Staff         | RFP Review                                   |
| <b>Pump Out Stations and Carts</b>             | In Progress |              | Staff         | First cart has arrived                       |
| <b>Periodic Maintenance Plan</b>               | Planning    |              | Staff         |                                              |
| <b>Archipelago Property Improvements</b>       | Planning    |              | Staff         | Awaiting Board Direction                     |
| <b>DHS Security Grant</b>                      | Planning    |              |               | Planning scoping session                     |
| <b>Statter C Float Repair</b>                  | In Progress |              | Trucano       | Installing floats                            |
| <b>Seaplane Float Repairs</b>                  | In Progress |              | Trucano       |                                              |