

**TOWN OF GIBRALTAR
HARBOR COMMISSION
WEDNESDAY, MARCH 16, 2016, MINUTES
GIBRALTAR TOWN CENTER
7:30 A.M.**

Approved: May 5, 2016

Call to Order: David Harris called the meeting to order at 7:38 A.M.

Present: Chairman Harris stated that a quorum of the Commission was present. Members present: Dave Harris, Paul Woerfel, Brian Merkel, Rick Hecker, Greg Swain. Paul Woerfel and Greg Swain (by conference call)

Proper Notice/Adopt Agenda: Harris verified the agenda had been properly noticed.

Motion: (Merkel, Hecker) to adopt the agenda as posted. Carried

Approve Minutes of Previous Meetings: *Motion: (Merkel, Hecker) to approve the minutes from the February 17, 2016 meeting as written. Carried*

Chair Report: None

Public Comment: None

Mooring Area Update: Harris met Attorney Paul Kent and Baudhuin Inc. Baudhuin is working on an aerial of the actual mooring area. Paul Woerfel joined the meeting via conference call. An as built of the west dock and Clark Park was done by Baudhuin. Once overview of the entire mooring area is completed Paul Kent will get it to the Coast Guard with the coordinates after which it will be submitted to the state.

Short and Long Term Dock and Former HNR lot recommendations to the Fish Creek Waterfront Steering Committee: Harris stated March 23rd is a working meeting of the Waterfront Steering Committee. The Master Plan is anticipated to be adopted early this summer per Merkel. Substantial changes are not to be anticipated in 2017. Harris doubted if operators would want to bid for the space for less than a multi-year commitment.

Comments in addition to the short and long term recommendations.

- Leased space on the west dock will need appropriate parking space(s). Municipalities are allowed to have offsite parking. Type of use of the dock will determine parking needs.
- Redesign of the traffic flow in the downtown area.
- Determine west ramp – number of basins and in/out traffic.
- Opposed to long term parking, on the water (Retreat lot).
- SEH redraw of the west ramp was liked but unknown is how much room there will be with the remake of the west dock.
- With a new ramp the wait time to park vehicles and return will require a minimum 50' dock wall for tie up.
- An "L" shape or cant to the ramp to the northeast was mentioned. Merkel stated acquiring space from Clark Park is not opposed to consideration/modifications by the Clark family.
- The existing ramp dock will no longer need to be 12' wide.
- Wave action will need to be effectively addressed.
- SEH marine technical design – general knowledge but most likely a specialty vendor.
- Determination if west dock will be commercial use or individual slips. Consensus at charrette to keep a tour boat.

- Ticket area relocated to the maintenance storeroom in Town Hall.
- Opportunity properties - is there something that we are missing to provide adequate dockage on west wall of the main dock.
- SEH option for redesign on the east side of the main dock.
- Current pier life is limited, replacement would create opportunity for redesign, increased slips, floating concrete pier and the change to trending boat size.

Short Term Recommendations:

- Enlarge and improve west ramp
- Close the east ramp and create new slips
- Removal and replacement of west dock
- Relocate ticket office to TH maintenance storage area
- HNR lot maintain current use, clean up water frontage to improve appearance, parking and accessibility. Maintain required parking spaces for commercial use. Can boat trailer parking lot be used for commercial use of the west dock?
- Recommend one way traffic and launch staging area.
- Modernize rear TH restrooms.

Long term recommendations:

- Redesign/replacement of east side of town dock to increase and better utilize slip space.
- Acquire neighboring opportunity properties.

Woerfel and Merkel will call into the steering meeting next week.

Motion: (Harris, Hecker) approve short and long term goals be drafted and sent out prior to the steering meeting along with map. Carried

Discussion and Recommendation for advertising of bids for the use of the West Dock in 2017:

Woerfel - recommended finding out Sister Bay's process and that whatever the process is it be done fairly. Merkel – why not rent out as currently set up as three 25' slip spaces on the west side of the west dock and the length of the Quo Vadis on the east side of the west dock. Each side to require a \$500 commercial fee. The ticket office fee? The rental office in Sister Bay is shared by multiple companies. The same is true for South Shore Pier in the Village of Ephraim. Research - Sister Bay and Village of Ephraim agreements.

Staffing Update: Coming back - Alexa, Randy, Robert, Brandon, Karl and Nora tentative. Harris will contact school for interest in the position. Beth is checking with the town's insurance to make sure there is no restriction on money handling.

Slip and Mooring Assignment Update: Moorings have been assigned/reassigned. Two of the shallow water moorings have been purposely left empty. Slip #20 assigned to Richard Johnson, Randy Rautman moved to #17 as requested, #16 assigned to Tom Birmingham, Rick Brawner moved to #2 and Bob Grawien to #13.

Set next meeting date: *Motion: (Merkel, Swain) to have no meeting in April and change the May meeting date to May 3rd at 7:30 a.m. Carried*

Adjourn: *Motion: (Harris, Merkel) to adjourn at 8:36 A.M. Carried*

Respectfully Submitted,

Beth Hagen
Clerk