



SPECIAL DOCKS AND HARBORS OPERATIONS MEETING AGENDA

March 26, 2026 at 5:00 PM

Port Office Conference Room/Zoom Webinar

<https://juneau.zoom.us/j/84600348003> or Dial: 1-833-548-0276 Meeting ID: 846 0034 8003

A. CALL TO ORDER

B. ROLL CALL : James Becker, Tyler Emerson, Clayton Hamilton, Robert Horchover, Matthew Leither, Nick Orr, Annette Smith, Mark Ridgway, and Shem Sooter

C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES

D. SPECIAL ORDER OF BUSINESS - Employee of the Quarter Recognition

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS (not to exceed five minutes per person, or twenty minutes total time)

F. APPROVAL OF MINUTES

1. Minutes from February 26, 2026

G. PUBLIC HEARING

2. Proposed Omnibus Regulation Changes to 05 CBJ Administrative Code

Presentation by Harbormaster

- a. Board Questions
- b. Public Comment
- c. Board Discussion/Action

MOTION: TO RECOMMEND THAT THE ASSEMBLY APPROVE THE PROPOSED TITLE 05 OMNIBUS CHANGES

3. Proposed Regulation Change to 05 CBJAC 45.055 Parking Management - (k) Amphibious Vessels

Presentation by Harbormaster

- a. Board Questions
- b. Public Comment
- c. Board Discussion/Action

MOTION: TO RECOMMEND THAT THE ASSEMBLY APPROVE THE PROPOSED CHANGE TO 05 CBJAC 45.055 PARKING MANAGEMENT SUBPARAGRAPH (K) AMPHIBIOUS VESSELS

H. UNFINISHED BUSINESS

4. Board Policy - Launch Ramp Permit Donations

Presentation by Port Director

- a. Board Questions

- b. Public Comment
- c. Board Discussion/Action

MOTION: TBD

I. NEW BUSINESS

- 5. Transfer \$1,000,000 from Statter Wave Attenuator to North Douglas Launch Ramp Expansion CIP**

Presentation by Port Director

- a. Board Questions
- b. Public Comment
- c. Board Discussion/Action

MOTION: TO RECOMMEND THE ASSEMBLY APPROVE A \$1,000,000 TRANSFER FROM THE STATTER HARBOR WAVE ATTENUATOR CIP TO THE NORTH DOUGLAS LAUNCH RAMP EXPANSION CIP.

- 6. Bid Award - Design Services for Dock Structural Inspection (RFP DH26-045)**

Presentation by Port Engineer

- a. Board Questions
- b. Public Comment
- c. Board Discussion/Action

MOTION: TO RECOMMEND THE ASSEMBLY APPROVE CONTRACT AWARD DH26-045 FOR \$194,012.00 TO PND ENGINEERS

J. ITEMS FOR INFORMATION/DISCUSSION

- 7. Downtown Restroom - Update**

Presentation by Port Engineer

- a. Board Discussion
- b. Public Comment

- 8. Echo Cove Grant Application**

Presentation by Port Engineer

- a. Board Discussion
- b. Public Comment

- 9. Little Rock Dump - Secure Storage Update**

Presentation by Port Engineer

- a. Public Comment
- b. Board Discussion

- 10. MOA with Kensington/Coeur Alaska**

Presentation by Port Director

- a. Board Discussion
- b. Public Comment

11. [USE26-02](#): West Douglas Cruise Port - Agency Comment

Presentation by Port Director

- a. Public Comment
- b. Board Discussion

K. STAFF, COMMITTEE, AND MEMBER REPORTS

12. Visitor Industry Task Force Liason

13. Assembly Liason

14. Harbormaster

15. Port Engineer

16. Port Director

L. COMMITTEE ADMINISTRATIVE MATTERS

M. ADJOURNMENT

ADA accommodations available upon request: Please contact the Clerk's Office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's Office telephone number is (907) 586-5278, e-mail: city.clerk@juneau.gov.



DOCKS AND HARBORS BOARD MEETING MINUTES

February 26, 2026 at 5:00 PM

Port Office Conference Room/Zoom Webinar

A. CALL TO ORDER by Shem Sooter at 5:00 pm

B. ROLL CALL: James Becker, Tyler Emerson (via Zoom), Clayton Hamilton, Robert Horchover (via Zoom), Matthew Leither, Mark Ridgway, and Shem Sooter.

Absent: Nick Orr and Annette Smith.

Also, in attendance: Carl Uchytel-Port Director, Matthew Sill-Port Engineer, Matthew Creswell-Harbormaster, Leah Narum-Administrative Officer, Maureen Hall-Assembly Liaison, Jerry Burns-member of the public and Nicole Lynch-CBJ Law Department.

C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES

Mr. Uchytel moved item 11 (Jerry Burns - Boat Shelter Sale) as the first Item under new business.

MR. RIDGWAY MADE A MOTION TO ACCEPT THE AGENDA AS ADMENDED AND ASKED FOR UNANIMOUS CONSENT.

Motion passed.

D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS-None

E. APPROVAL OF MINUTES

1. January 29, 2026 Minutes

Mr. Uchytel pointed out that Mr. Sooter's vote was not accurately represented in the minutes. Corrections will be made to the minutes.

Minutes were approved unanimously with the known correction.

2. February 4, 2026 Special Board Minutes-Minutes approve unanimously.

F. CONSENT AGENDA

3. A. Public Requests for Consent Agenda Changes-None

B. Board Member Requests for Consent Agenda Changes-None

C. Items for Action

MR. RIDGWAY MADE THE MOTION TO ACCEPT THE CONSENT AGENDA AND ASKED FOR UNANIMOUS CONSENT.

The consent agenda was approved unanimously.

4. Docks & Harbors Board Resolution in Support of North Douglas Boat Launch Property

RECOMMENDATION: TO ADOPT RESOLUTION IN SUPPORT OF ADVANCING EFFORTS TO ACQUIRE PROPERTY NECESSARY TO EXPAND NORTH DOUGLAS BOAT LAUNCH

5. Resolution of Support for Alaska Department of Natural Resources to Convey Tidelands to CBJ Necessary for the North Douglas Boat Launch Expansion

RECOMMENDATION: FOR THE ASSEMBLY TO ADOPT A RESOLUTION REQUESTING CONVEYANCE OF TIDELANDS FROM ADNDR TO NECESSARY TO EXPAND THE NORTH DOUGLAS BOAT LAUNCH.

6. Boat Launch Permit Donation Request – Taku River Recreation Association

RECOMMENDATION: TO DONATE A CY26 LAUNCH RAMP PERMIT TO THE TAKU RIVER RECREATION ASSOCIATION.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED

G. UNFINISHED BUSINESS - None

H. NEW BUSINESS

7. Board’s Right of First Refusal to Purchase Aurora Harbor Boat Shelter AF-29

Presentation by Port Director

Mr. Uchytel introduced Jerry Burns. He has a boat shelter that he would like to sell. The price that he is willing to sell the boat shelter is \$37,000. He said per code, the Board has the right of first refusal to purchase it. He referred to page 63 of the packet regarding the Boat Shelter (AF-29) – For Sale. The question before the board was would they like to exercise their right to purchase boat shelter AF-29?

a. Board Questions-None

b. Public Comment-None

c. Board Discussion/ Action:

Mr. Ridgway said he would speak in favor of waiving of the Board’s refusal and said Mr. Burns was a neighbor of his on the same float.

MR. RIDGWAY MOVED TO WAIVE THE BOARD’S RIGHT OF FIRST REFUSAL TO PURCHASE AURORA HARBOR BOAT SHELTER AF-29 ALLOWING MR. BURNS TO SELL HIS SHELTER ON THE OPEN MARKET AND ASKED FOR UNANIMOUS CONSENT.

Motion passed unanimously.

8. Proposed Regulations Changes to 05 CBJ Administrative Code

Presentation by Harbormaster

Mr. Creswell said that what they had before them was the same packet from last week's Ops meeting. There were two suggestions from the board that have been changed. He referred to the regulations on page 35-55 and the two items the Board recommended changing. On page 35, 05 CBJ 07.010 Inactive Vessel Management, they're removing the option for an owner to voluntarily declare their vessel as an inactive vessel. Under Item (f) there's a definition change, that reserved moorage would be changed to preferred moorage. That terminology was changed throughout from reserved to preferred. On page 36, Item (g) they changed houseboats to float houses. Mr. Ridgway requested that language be strengthened so that the float house would be constructed and maintained to be seaworthy and structurally sound with adequate floatation and stability, such that it does not pose a risk to life, property or harbor infrastructure as determined by the harbor.

a. Board Questions

Mr. Ridgway asked on page 41, section (j) about DeHart Marina Patrons have preferred moorage.

Mr. Creswell said that the patrons at DeHart Marina have preferred moorage but must meet the requirements under 05 CBJAC 10.010(f).

Mr. Ridgway said regarding Section 8 (k) it seems odd that Docks and Harbors is charging moorage rates for an amphibious vessel that is on dry land.

Mr. Creswell said there was lots of room in the harbor for the amphibious boat.

Mr. Hamilton asked if there was an actual difference between reserved and preferred.

Mr. Creswell answered that if you were a stallholder, per the regulations, you're in reserved moorage which conflicted with reservation moorage. When a patron signs a preferential moorage agreement, Docks and Harbors refer to it as preferential because of the agreement. They are making a code change to the wording from reserved to preferred.

Mr. Emerson asked if the amphibious boat owner had an opportunity to purchase a monthly moorage and then park in the parking lot for a month or would they be charged the daily moorage rate.

Mr. Creswell said he had not really discussed that with staff, but he didn't see anything that would keep that from happening in a parking lot situation for an amphibious vessel.

Mr. Emerson said he would prefer it if they had that option.

Mr. Creswell said that that would happen.

Mr. Leither asked if there was any outreach to owners of the amphibious vessels to give them forewarning.

Mr. Creswell said that he had not but would be reaching out to those patrons.

Mr. Hamilton asked what the intent was for the refundability (page 37, 05 CBJAC 20.042) being at the discretion of the Harbormaster.

Mr. Creswell said that He didn't know why it's discretionary but thought that the language pulls from other language within code.

Mr. Hamilton asked whether he wanted that or whether he thought it would be confusing.

Mr. Creswell said that he didn't see it as being confusing but if the Board sees it as confusing, they could change that. He thought the only time that it could be "at the discretion" would be if that account had other funds owed or had a balance on key fobs or crane charges or other harbor fees that could potentially be removed from that refund terminology.

Mr. Ridgway asked if he could explain the refund policy more clearly.

Mr. Creswell said that he makes it simpler.

Mr. Hamilton asked Mr. Creswell had ever not refunded a patron.

Mr. Creswell said not from what he could remember and that they are easy to work with.

Mr. Uchytel said that they still had the "may be refunded" in there.

Ms. Lynch said it doesn't make any difference with the wording because there is the "may" and "at the discretion". She said if they took out the "may" it would probably mean the same thing.

a. Public Comment-None

b. Board Discussion/Action:

Mr. Hamilton asked if these changes were made every year.

Mr. Creswell answered that internally they get together with staff in the fall and throughout the year they send him their ideas of how they would like to see changes in the regulations. He starts putting them together and begins a draft and then it goes to Ms. Lynch at the Department of Law. In February and March he brings them before the board to finalize the changes.

Mr. Ridgway said that the process allows the public to review the comments, so that they can start the review and at that time changes can still be made.

MR. RIDGWAY MADE THE MOTION TO RECOMMEND THE BOARD ACCEPT THE PROPOSED CHANGES AND SET A PUBLIC HEARING DATE TO REVIEW COMMENTS AND ASKED FOR UNANIMOUS CONSENT.

Mr. Uchytel asked for follow-up in that it is up to the Board to set a date for public hearings. There's a requirement that they need 21 days for public notice.

Mr. Sooter said he would feel comfortable making the changes at a Board Meeting.

Mr. Hamilton said he'd like to board to discuss what the public notice looks like.

Mr. Uchytel explained that in the past, the requirements were that the regulations were published in a widely circulated newspaper, however that was being changed. They have given notice in the newspaper, a notice goes in all the libraries, and in the TIDE LINE, social media postings which are available through Facebook. They are not required but the minimum notification was that they were widely circulated through a newspaper.

Mr. Hamilton said that he would like to see the regulation changes at the Harbor level.

Mr. Sooter said that the regulation changes would be available at the Harbor offices.

MR. RIDGWAY MADE THE MOTION TO RECOMMEND THE BOARD ACCEPT THE PROPOSED CHANGES AND SET A PUBLIC HEARING DATE TO COINCIDE WITH THE MARCH BOARD MEETING TO REVIEW COMMENTS AND ASKED FOR UNANIMOUS CONSENT.

Motion passed unanimously.

9. Proposed CBJ Code Changes to Title 85

Presentation by Harbormaster

Mr. Creswell said that on page 49 of the packet, under 85.02.060 General powers striking the language within (5) (A) and on page 50, 85.02.105 striking Port dues. On page 51, there was a ratification of the Employee relations, and on page 52 there's the change in Definitions for float house from Houseboat. Page 53 there was an update striking the Douglas Wharf, Ferry Dock Wharf and Cold Storage and adding the Cruise Terminal wharf and definition of a Transient vessel. Under Vehicle parking, (F) there was an update to Statter Harbor Auke Bay Marine Station. Page 54 there was updated to include parking payment kiosks. For 85.25.180 Impounded boat: there was a under (h) an addition of greater than or equal to. On page 55, there was an addition if the vessel poses a hazard, specific to bodily fluids, etc. Finally, there was 85.25.210 Overtime moorage penalties paying for overtime moorage.

- a. Board Questions-None**
- b. Public Comment-None**
- c. Board Discussion/Action:**

Mr. Ridgway said he felt that there was needed follow-up on a discussion that Mr. Orr started regarding different funds. He asked if staff could remind the Board beforehand so that they had time to look at the changes. He listed the example of the definition of a float house and how home-made float house concerned him to a certain degree.

MR. RIDGWAY MADE THE MOTION TO RECOMMEND THE BOARD ACCEPT THE PROPOSED CHANGES AND RECOMMEND THE ASSEMBLY ADOPT AND ASKED FOR UNANIMOUS CONSENT.

Motion passed unanimously.

10. Bid Award – Little Rock Dump – Secure Storage (DH26-015)

Presentation by Port Director

Mr. Uchytel said on page 57 was the posting notice for the Little Rock Dump Secure Storage. The vision for the facility would be for commercial use or their harbors. They had 5 bidders and the apparent low bid went to Island Contractors, Inc. for a total of \$418,750. The base bid is for clearing, grubbing, filling and fencing. The alternative is for lighting. They separated out the costs to differentiate whether they would have enough money with the funds that are in the CIP account. The transfer of those funds will occur at the March 9th Assembly meeting to transfer the remnants of the Statter Harbor roof project to go into the CIP account so that it would be sufficient to award the entire amount to Island Contractor for \$418,750.

a. Board Questions:

Mr. Ridgway asked if the bid included cleaning up from various projects over the years or does is it going to grade the north side of the site.

Mr. Uchytel said that part of the project, approximately one-third of the acre, would be to organize the remnants that are outside the footprint and clean up the site.

Mr. Becker asked how many spaces would be available.

Mr. Uchytel said they are still working on the specifications but according to the drawings they are about a dozen 40-foot Conex boxes. They are working to see how many 40-foot containers would be available, how they will place them and how they will be regulated.

Mr. Ridgway asked if this was permitted landfill with DEC.

Mr. Uchytel said no that it was not a permitted landfill and there's no restrictions on any of the sludge cells.

Mr. Sill added that after the sludge cells were completed and capped, there was a 10-year monitoring program. After that there were no prohibitions or monitoring requirements.

Mr. Ridgway asked if it would be necessary to contact DEC about excavating in that area.

Mr. Sill said that the design concept for the project was that they were not going to dig up the sludge cells. Their consultant was thoughtful and said that this would be a fill-only project and they would not be digging up the existing cells.

b. Public Comment-None

c. Board Discussion/Action:

MR. RIDGWAY MADE THE MOTION TO RECOMMEND THAT THE ASSEMBLY APPROVE THE BID AWARD DH26-015 TO ISLAND CONTRACTORS, LLC FOR \$418,750 AND ASKED FOR UNANIMOUS CONSENT.

Motion passed unanimously.

11. Transfer of \$80,000 from CIP H51-125 (Aurora Harbor Improvements) to CIP H51-136 (Little Rock Dump - Secure Storage)

Presentation by Port Director

Mr. Uchytel referred to page 61 to move \$80,000 into the CIP account for a contingency if they hire a construction administrator or inspect or the have money available to buy Conex boxes. The funds that were in CIP plus the money left over from the Statter Roof Project gave them about \$6,000 that was left, which was not enough so this was a contingency.

a. Board Questions- None

b. Public Comment-None

c. Board Discussion/Action:

MR. RIDGWAY MADE THE MOTION TO RECOMMEND THE ASSEMBLY TRANSFER \$80,000 FROM CIP H51-125 (AURORA HARBORS IMPROVEMENTS) TO CIP H51-136 (LITTLE ROCK DUMP -SECURE STORAGE) AND ASKED FOR UNANIMOUS CONSENT.

12. Geotechnical Investigation - North Douglas Launch Ramp Expansion Project

Presentation by Port Director

Mr. Uchytel said that on page 64 this project was gaining momentum. There was a resolution by the Board asking the Assembly to execute a land transfer with ADOT for the uplands at North Douglas in exchange for the property underneath the Juneau-Douglas Bridge. The Board also approved today the language needed for an application for the tidelands of 8 acres needed for the project. They have also been in contact with Coeur Alaska. He has been working on a non-binding, MOA with Coeur Alaska, to use their waste rock for this project. Docks and Harbors has limited money for the project, but things are lining up. They are amending the contract, on behalf of the Army Corp of Engineers, with the Discovery Drilling Geotech firm who were working on the Statter Breakwater project. Last week, he got a call from the Army Corps of Engineers, who said they canceled the geotechnical investigation contract with Discovery as USACE doesn't want to do it. Last year they had two bid solicitations and Discovery Drilling was the sole responsive bidder. Because Army Corps of Engineers is no longer

requiring the geotechnical work, there was language in the contract which would allow Docks and Harbors to back out at no cost. However, what we'd like to do is to amend or modify the contract to complete the Geotech work necessary for the North Douglas launch ramp facility as long as Discovery Drilling was still under contract. Docks and Harbors would like them to conduct the six soil samplings shown on page 79 of the packet. At the direction of the Department of Law, he would like to modify the existing contract with Discovery to justify the use of the contractor to do this work. Their plan was to move their equipment to Juneau on May 4 to do this work. If they don't get this work done now, he said that there would have to be an RFP process that would happen next fiscal year. If they don't get it done on their own, they would have to have an engineering company to do this work and there would be a markup of 10% on top of the work. He thought the 6 locations were reasonable for this type of work. He would like to ask the Board if they approve of expediting this project.

a. Board Questions:

Mr. Horchover said he loved the idea of expediting this project. His only caution was whether it was something the contractor was willing to do. He said changing the scope and location would not be a modification of the contract, it would be a completely new project.

Mr. Uchytel said that it's within the scope of the work that they were planning on doing at Statter Harbor, which was just 4 miles away. It's not materially different than the scope that was bid.

Mr. Leither asked if he understood that if Docks and Harbors reopened the bid process that it was more than likely that we would only have the sole bidder and that would be Discovery Drilling.

Mr. Uchytel said that they know of 4 drilling companies and they are all in Alaska. The other bidder changed their format and was deemed non-responsive. If they couldn't modify the current contract, then they would need to go out for another bid process and they would lose a year of field work opportunity, or it would be rolled into the engineering consultant's work. Leaning into the project now would advance the project.

Mr. Ridgway said that he remembered that there was a depth issue at Statter Harbor. He said it makes sense for staff to want to pursue this Geotech project. He asked staff if there was any concern with depth at Statter Harbor and North Douglas Launch Ramp.

Mr. Uchytel said that the original work that was specified was 150 feet of water for 100 feet that type of work. They would be looking for whether the sediment was suitable for pile-supported breakwater or floating breakwater.

Mr. Ridgway said that his question was on the funding whether there were any strings attached to the original contract for the geotechnical work. Did it come from a specific grant or was that something that should be concerned about.

Mr. Uchytel said that the rationale for the cancellation was that the Army Corp of Engineers wanted to use the samples for feasibility studies. The original idea was 3 years for \$3 million with a 50/50 split between the local sponsor and the federal government. The project manager said that Docks and Harbors would need to come up with more (approximately \$2.5 million) due to inflation to do the cost share. They have \$2.5 million in the CIP for the Statter Harbor Breakwater project. In FY25, they issued \$500,000 to the Army Corps, and every year, they will work in-kin or MIPR. MIPR is a federal

term to transfer money from one government agency to another. However, a year ago, the Army Corps said they don't have the capacity to do the work as they asked Docks and Harbors to contract for the geotechnical work. They were under so much pressure to complete the work in 3 years at \$3 million and were not looking at multiple options. Docks and Harbors has committed to \$1.4 million for that work. The Army Corps has said they are going to pursue one option that Docks and Harbors has proposed. He thought that at the next board meeting, depending on what the Board directs him to do, he would transfer money from the Statter Harbor breakwater into this CIP for North Douglas. This project would need to be expedited but the CIP project will be created in FY27, which starts on July 1st. They have \$225,000 currently planned for that project and when they move the million dollars from the breakwater to the CIP fund.

Mr. Horchover said he supported the concept. He said the scope of the two projects were vastly different and if the contract went to Discovery Drilling that the contract, he felt should be less. He would not support a 10% increase for much less work for the North Douglas project.

Mr. Uchytel said that he had the existing contract in the packet but that was not what was being negotiated for the North Douglas project. In North Douglas there are 40-60 feet of water samplings, which would be vastly easier. The geotech work was a sampling, and they use the same equipment, same supervision but they would have to make an entirely different contract altogether. He said he was asking for the Board's authority to ask for the proposal.

Mr. Ridgway asked if we knew of another entity that would be bringing a floating geotech service into town between the time that we would be awarding the Discovery Drilling contract.

Mr. Uchytel said that he knew that last year Discovery was here looking at the west side of Douglas. Docks and Harbors staff knows no other vessels of opportunity in the area in the coming year.

Mr. Hamilton asked if the typical rules for a contract of this scale would be a 3-month notice. He asked Mr. Uchytel to remind him of the rules of an RFP process.

Mr. Uchytel said the rules of procurement through CBJ were anything up to \$50,000 they need 3 quotes. For over \$50,000, they need a formal contract. Docks and Harbors in Title 85, any contract over \$100,000 requires formal Assembly approval. Anything over \$50,000, requiring the formal contract, there is an online contract tool called Public Purchase. They must advertise for basically 21 days and then departments submit a request for proposals which are evaluated, or request for quotes that are sealed bids. If it's over \$100,000, they would bring it before the Board to approve and then the Assembly.

Mr. Hamilton asked if there was an actual estimate of how much this project would be.

Mr. Sill said they were projecting the project to cost around \$350,000.

Mr. Uchytel said that he thought that amount was reasonable but didn't want to document that. They have contract in place now but if they amend it with modifications, they don't need the Boards or Assembly's approval for an already-approved contract. It would be up to the procurement officer to make changes to the contract.

a. Public Comment-None

b. Board Discussion/Action:

Mr. Ridgway said that he would speak in favor of staff entering negotiations with Discovery Drilling.

Mr. Hamilton said he didn't understand why they were taking funds out of Statter Harbor when there could be unforeseen potentialities.

Mr. Ridgway said the way he understood it was that the Army Corps of Engineers were not going to spend \$3 million on a feasibility study and were going to pick one design and that design relies upon the existing structure. The geotechnical work would no longer be set aside for that additional geotechnical work for Statter. They are using geotechnical work for North Douglas instead.

Mr. Uchytel said the other topic the Army Corps of Engineers brought up was that they needed geotech to address the pile-supported structures. They're under so much pressure; they said that the anchor-stay structure works in Auke Bay so the Army Corps will move on a proven design for the mooring system in Auke Bay.

Mr. Leither asked if that was a tried-and-true method or whether that methodology has aged in the construction.

Mr. Sill said that the Statter Breakwater was built in the 1980's and it is only slightly older than the Aurora Harbor which was built between the late 60's-70's. They are getting roughly the same lifespan out of the Statter breakwater. It is holding up as well as any other of their Harbor systems.

MR. RIDGWAY MADE THE MOTION TO DIRECT THE PORT DIRECTOR TO ENTER INTO NEGOTIATIONS WITH DISCOVERY DRILLING TO PROVIDE GEOTECHNICAL SAMPLING NECESSARY FOR THE NORTH DOUGLAS LAUNCH RAMP FACILITY.

All in favor: James Becker, Tyler Emerson, Robert Horchover, Matthew Leither, Mark Ridgway and Shem Sooter.

Not in favor: Clayton Hamilton.

Motion passed.

I. ITEMS FOR INFORMATION/DISCUSSION

13. Boat Launch Permit Donation Request – Board Policy Discussion

Presentation by Port Director

Mr. Uchytel said that on page 83 there was a Resolution No. 2026-3 regarding Docks & Harbors Board in support of donating launch permits to non-profit organizations. He reviewed the 6 points that the Board implied in the last Board meeting.

a. Board Discussion:

Mr. Hamilton asked who they defined in item (2) the nexus. Did that mean a school group or a scout troop?

Mr. Uchytel said the Board selection committee would determine that but every applicant would need to be a non-profit and registered as a 501 (c) organization.

Mr. Leither said some organizations like the Taku River Rats wouldn't meet the criteria for a 501 (c).

Mr. Uchytel said that some of the corporations were incorporated somehow. They have a business license.

Mr. Ridgway said that he didn't remember anything about a selection committee being discussed. He asked Ms. Lynch what her thoughts would be on a group receiving a charitable donation.

Ms. Lynch said that some 501(c) organizations are political so they may want to exclude those.

Mr. Sooter asked if it would be better to term the recipients as non-profits.

Mr. Ridgway said the Board was in favor of giving the River Rats a launch permit because they asked but he could see how this would be an item for discussion. He thought that staff could broaden the definition of selection committee and let them make the decisions.

Mr. Hamilton asked how they felt about striking items 2, 3, 5 which would negate item 6 to not make so many rules. He thought that they could sunset it for a year and see if it works and then look at it again.

Mr. Leither said that this was written under the Board's direction at the last meeting. He said he thought the reason they brought this up was that they were getting more requests for donations and that was the rationale for the 5 limited donations.

Mr. Ridgway said that if Mr. Hamilton had a better definition of nexus that they made that suggestion of what it should be.

Mr. Hamilton said what if they didn't have nexus but made it a seaside community.

Mr. Ridgway said he thought Mr. Orr made the recommendations that there was a connection between the organizations and Docks and Harbor.

Mr. Sooter said that staff had captured the Board's thoughts well and maybe they could bring it back to the Ops meeting after doing some research on non-profit entities.

a. Public Comment-None

J. STAFF, COMMITTEE, AND MEMBER REPORTS

14. Assembly Liaison

Ms. Hall presented:

- The City Assembly met and heard the update on the GLOF enduring solution and Phase II of flood fighting. The US Army Corp of Engineers has pulled back from a study of the preferred long-term solution for the glacier. The City has been trying to get the study back on track. The buyout program for the View Drive residents has another neighborhood meeting to make sure everyone fully understands what that entails.
- Telephone Hill: That project will be moving forward.
- Seawalk Procurement: They have directed staff to draft an ordinance to pursue \$28 million in revenue bonds for the Seawalk project to be funded by marine passenger fees.
- Budget process: Is underway. On the CBJ Website you will see the survey results. They had over 4000 respondents and over 400 pages of residents with 6000 comments.

- Special meeting: On Wednesday they had a special meeting to ratify the agreement between the City and the Public Safety's Employee Association for the next 3 years. They went to the Assembly finance planning meeting and heard presentations from the Juneau Airport Board of Directors. Following that they heard from Bartlett Regional Hospital.
- Juneau Economic Development Council Innovation Summit: Today and yesterday, Ms. Hall attended the meeting about in & out migrations and why people are living in Juneau, why they return and leave. The discussion focused on how we can keep them here. There were several excellent discussions. One speaker discussed the importance of exposing young adults to trades at a young age to keep them here. She suggested getting kids down on the docks to see what's happening in the port and harbors. Another thing Juneau was facing was the rising aging population and how to care for them. There's a shrinking workforce of folks to care for the elderly, so she asked that the Board keep that in mind. Regarding the decline in the population, Ms. Hall said that they have had 13 years of out migration and that there wasn't one overall solution but that the cost of living and housing costs are rising but not as quickly as the lower 48. The University has gone to an in-state tuition for anyone so that was good to get the young people here and expose them to the great outdoors. There were lots of strategies for how to help people who do arrive to feel rooted and connected to the community. She also said our birthrate was declining overall.

15. Harbormaster

Mr. Creswell presented:

- Impounded Vessels: They are staying up to date on their impounded vessels and following up after the snow problems. They are monitoring those who are behind in payments.
- Snow Removal: In February they are still doing snow-removal. In January they had a nice 5-week break.
- Spring Hiring: That is their big focus, and they have got many jobs posted on the CBJ website. They are getting some interest. They closed their benefited seasonal Harbor Officer positions last week and Mr. Hinton, Ms. Thrower and Mr. Smith did interviews. They did 5 interviews and all of them were outstanding candidates. He believed that there were 4 positions to fill. They did not have as much luck with their Harbor Technicians positions, which are port positions. There are a few administrative positions that have been posted and interviews are happening. They are gearing up for summer, and the two seasonal staff return for the season next Monday. They have two 8-month Harbor Officers and two weeks later they will be getting their 7-month port staff back in. Staff will help with the removal of snow.
- Alaska Association of Harbormasters Port Administrators Fly-In: were here last week and there were participants from all around the state. There were some meetings at the Capitol, and they were meeting with their representatives. The whole group meets with the President of the Senate, the Seaker of the House and the Commissioner of ADOT. They are always lobbying for full funding of the State Harbor Matching Grant Program, where they requested funds for \$18.165 million. That gets the State \$61 million in projects so the state shares \$18 million which is a good investment for the state to fund that program. They are hopeful that they will get those funds this year. They are looking at raising that amount so that they would ask for a statutory change of \$7.5 million instead of \$5 million.

- Alaska Associations of Harbormasters and Port Administrators: Next week, the Ports and Harbors administrators will be in Wrangell for the Winter Administrative Conference. Staff will be able to network and collaborate and have two days together with other Harbor Administrators from around the state. Mr. Creswell said he would be doing the opening address to welcome everyone and will also be briefing a couple of presentations.
- Internship program: They to an internship program with the University of Alaska Southeast to help grow the program and gain the interests of young people. The program worked great this year as it has in the past. They have also begun working the JDHS Choice Program for students exploring trade and agreed to host a site for that. He said they take workforce development seriously and said that they continue to grow interest in the maritime industry and trade.

Mr. Ridgway asked if any of the State Harbors offered commercial fishermen a flat 5% break on moorage space.

Mr. Creswell said he could not recall and that he could not recall anyone doing that but would let Mr. Ridgway know if he heard anything.

16. Port Engineer

Mr. Sill presented:

- Echo Cove Float: They have been working with their term contractor consultant for the 2026 Alaska Department of Fish and Game - Hunter Access Grant for adding a boarding float to Echo Cove. That project has a Pittman-Robertson funded grant so there is some federal money coming.
- Aurora Harbor: Electricians have been working through the bad weather and got the last two major electrical components to finish up. Harri's Plumbing has been down there working to get the water and fire systems up and running.
- Taku Harbor Improvements: All the materials are in town and those improvements will happen in the spring when the weather gets nicer. Trucano will head there and coordinate with DNR to let them know there will be construction in front of the cabin for a few weeks.
- Dock Inspection: We have the RFP for the dock inspection out and are soliciting consultants and engineers to inspect the timber dock north of the library which is the Alaska Steamship Dock and the old remnants of the Juneau Cold Storage dock, just south of the library. The RFP process closes on March 12th, and they offered an invitation to any board member who wants to sit on the selection committee.
- Douglas Harbor Boat Launch Lights: they had a request for that and are exploring options. It will be challenging to get power to Douglas, but they are looking at options to get power to all the floats for the Douglas launch ramp. They are looking at providing light when people are hunting in the wintertime. They are looking at a solar panel, powered light that would create a small light. They think that in December there is barely enough light to keep the light available for a couple hours each day. It will be an experiment, but they have run the numbers and think that it will work. They are hopeful that it will withstand the Taku winds. They have estimated the cost to be \$5000.

Mr. Ridgway asked if there was an inventory of materials at the Little Rock Dump that could be made.

Mr. Sill said they don't currently have any document like that. He investigated whether any free piling could be spliced back together into useful lengths versus brand new piling with no labor attached and it would still be cheaper to buy new pilings. What he would like to see was that they find a barge going south and get all the pilings, scrap metal and other scrap metal and bring it to the board.

Mr. Leither asked if there was anything useful that someone might want in Juneau.

Mr. Sill said Docks and Harbors does an intermittent garage sale and they do sell off some items. Perhaps there may be items of value to someone but it's stuff that they can't use. If they do dispense of items, they will need a process.

Mr. Creswell said they work closely with Parks & Rec and Trail Mix to salvage items that are of no use to us.

Mr. Sooter asked what Hanson Marine has been doing.

Mr. Sill said that to his knowledge they have not left Sitka due to the weather. Everything has been done on their end; they are just waiting on a weather window.

17. Port Director

Mr. Uchytel presented:

- Public Works and Facilities meeting: Met last Monday and they proceeded with the downtown, restroom. There was a question about whether to kill museum project and they didn't give direction on that but did approve of the downtown restroom planning.
- The Land Swap with ADOT: he mentioned earlier in the meeting.
- The Planning Commission met and approved the variances requested by Ruben Willis and his Fly and Dive regarding the height and zero lot line requests.
- Assembly Meeting on March 9th- He will send Ms. Hall some talking points. Some of the things that are on the agenda are the transfer of \$80,000 from the Statter Harbor to the Little Rock Dump, and the approval of the Little Rock Dump bid award. Also, he will bring before the Assembly the DNR resolution. On March 18th they will have a joint meeting with the Assembly at 5:30 pm. He will be out of town but will call in. Harbormaster Creswell will provide a budget presentation. If there's anything the Board wants to add to agenda, they will need to let him know beforehand.
- Assembly Chambers: They have plans to move all their meetings from the Docks and Harbors Board room to the city Assembly chambers. They are not ready yet.
- Advertising in Newspapers: The Assembly will be approving their new rules for advertising in newspapers of general circulation. If newspapers are read, impounded vehicles, vessels and formal solicitations or RFPs have been advertised. Going forward, they won't be required.

Mr. Leither asked regarding the email that went out about the joint meeting that also included the School Board.

Ms. Hall said that finance committee and the Assembly will hear from two Departments during the meeting scheduled for March 18th to discuss their budgets. She said Docks and Harbors would go first and then the School Board.

Mr. Uchytel said we will plan for the March Ops meeting but most likely it will be canceled because of the joint meeting with the Assembly scheduled for the same day.

K. COMMITTEE ADMINISTRATIVE MATTERS

Next Board Meeting, Thursday, March 26th at 5:00 pm

L. ADJOURNMENT at 7:01 pm

A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

ADOPTION OF REGULATION AMENDMENTS

Title 05 Chapter 07 – Inactive vessel management

Title 05 Chapter 10 – Waterfront Sales Permits

Title 05 Chapter 20 – Small Boat Harbor Fees and Charges

Title 05 Chapter 25 – Statter Harbor Management Regulations

Title 05 Chapter 35 – Small Boat Harbor Transient Moorage Management

Title 05 Chapter 40 – Small Boat Harbor Moorage Management Regulations

Title 05 Chapter 45 – Small Boat Harbor and Port Facilities Use Regulations

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE DOCKS AND HARBORS BOARD ADOPTS THE FOLLOWING REGULATIONS:

Section 1. Authority. These regulations are adopted pursuant to CBJC 01.60, 85.02.060, and 85.02.100.

Section 2. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 07, Inactive vessel management, to read:

05 CBJAC 07.010 Inactive vessel management.

- (e) *Inactive vessel designation.* A vessel may be designated as an inactive vessel if:
- (1) ~~The owner voluntarily declares the vessel as an inactive vessel; or~~
 - (2) The Harbormaster declares the vessel as an inactive vessel because:
 - (A) The vessel does not meet the requirement related to motive power set out in ~~the~~ CBJC 85.20.020(a); or
 - (B) The vessel does not meet the requirements related to vessel movement set out in CBJC 85.20.020(b); or
 - (C) The vessel owner cannot adequately demonstrate that the vessel's primary use is for transportation on the water.
- (f) *Inactive moorage management.* The Harbormaster shall assign moorage to inactive vessels in designated areas of the harbor in the same manner as that used to assign ~~reserved moorage~~ preferred moorage in other areas of the harbor, including the provisions and fees for space application, waitlists, space assignment, and space forfeiture. The Harbormaster is allowed to deviate from the ~~reserved moorage~~

preferred moorage provisions as necessary to equitably and efficiently administer the inactive vessel moorage space.

- (g) Houseboats Floathouses. A houseboat floathouse is eligible for moorage in an inactive zone only if:
- (1) The dimensions of the houseboat floathouse are less than 30 feet in length overall by 12 feet in beam overall by 12 feet in height from the waterline; or
 - (2) The houseboat floathouse was moored in the CBJ harbor system on or before December 28, 2004-; and
 - (3) The floathouse is constructed and maintained in a seaworthy and structurally sound condition, with adequate flotation and stability, such that it does not pose a risk to life, property, or harbor infrastructure, as determined by the Harbormaster.

Section 3. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 10, Waterfront sales permits, to read:

05 CBJAC 10.040 Tour sales permits.

A tour sales permit authorizes the solicitation and sale of tours and experiences.

- (a) Application process and permit award.

- (4) CPI adjustment. For each calendar year after 2025, the fee assessed in this section will be equal to the previous fiscal year's fee, adjusted by the Consumer Price Index - Urban Alaska (CPI) as reported by the Alaska Department of Labor & Workforce Development for the calendar year preceding the start of the seasonal cruise vessel year (April 1 through November 1). The Docks and Harbors Board may, by motion, take action to keep the fee the same as the previous year, or increase the fee in an amount less than the CPI adjustment.

Section 4. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 20, Small boat harbor fees and charges, to read:

05 CBJAC 20.042 Monthly pre-paid discounts.

Incorporates changes made at OPS committee meeting on February 18, 2026

An owner that pays moorage in advance will receive the following discount moorage fee.

1. For the period of July 1 to June 30: Ten-percent discount.
2. For the period of July 1 to December 31: Five-percent discount.
3. For the period of January 1 to June 30: Five-percent discount.

Refundability. Pre-paid moorage may be refunded at the discretion of the Harbormaster if a vessel is sold or relocated during the pre-paid moorage period. The refund shall be for the remainder of the moorage period, which was originally discounted and shall be at the rate of original payment.

05 CBJAC 20.044 Active fishing vessel discount at Statter Harbor.

- (a) *Discount.* In lieu of the requirement to pay daily fees for use of Statter Harbor as set out in 05 CBJAC 25.060 and 05 CBJAC 25.070, the owner of a fishing vessel that pays annual fees as set out in 05 CBJAC 40.020 may, for up to 20 days in a calendar year, use Statter Harbor without paying daily fees, provided:
- (1) The owner registers with Statter Harbor Office in advance or upon arrival at Statter Harbor;
 - (2) The owner does not owe past due fees to the Docks and Harbors Department;
 - (3) The owner provides the Harbormaster with proof of significant fish landings within the City and Borough of Juneau during each calendar month the owner uses Statter Harbor; and
 - (4) If the owner has ~~reserved moorage~~ preferred moorage, the owner informs the Docks and Harbors Department of the departure date from and estimated return date to their preferred stall.
- (b) *Exclusions.* This section does not relieve an owner from complying with other applicable requirements for use of Statter Harbor such as maximum time limits or the requirement to pay monthly fees during the winter moorage period.
- (c) *Reciprocation.* Fishing vessels maintaining ~~reserved moorage~~ preferred moorage in Statter Harbor will be allowed 20 days at the downtown harbors during the calendar year provided they comply with the stipulations above.

05 CBJAC 20.150 ~~Reserved moorage~~ Preferred moorage waitlist fee.

- (a) A person applying for placement on the ~~reserved moorage~~ preferred moorage waitlist shall pay an initial sign-up fee of \$61.80 and an annual fee of \$12.36 payable by March 1 of each year that the person wishes to remain on the waitlist.

Section 5. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 25, Statter Harbor management regulations, to read:

05 CBJAC 25.090 Winter management waitlisted vessel moorage zone.

From the day after Labor Day through the Thursday before Memorial Day each year, the Harbormaster may assign space to vessels that are on the ~~reserved moorage~~ preferred moorage waitlist when space cannot be assigned in the downtown harbor system and there is excess space at the facility after the daily and monthly moorage zones have been established. The Harbormaster shall assess moorage fees to the owner of each vessel as follows:

- (a) No additional fee for vessels who pay the full annual fee on or before July 1 in accordance with the applicable small boat harbors fees and charges schedule; and
- (b) 75 per cent of the full annual fee for all other waitlisted vessels.

05 CBJAC 25.100 Exclusion.

This regulation does not limit or restrict the Harbormaster's authority to prioritize and manage moorage in a manner to accommodate vessels that are temporarily displaced from ~~reserved moorage~~ preferred moorage due to harbor reconstruction activities, displaced during the winter due to safety concerns, or as provided by CBJ Ordinance Title 85.10.050.

Section 6. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 35, Small boat harbor transient moorage management, to remove:

05 CBJAC 35.030 ~~Reserved. Docks and harbors board approval.~~

~~Prior to designating and administering transient moorage under Section 20 of these regulations, the Harbormaster shall obtain the approval of the Docks and Harbors Board.~~

Section 7. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 40, Small boat harbor moorage management regulations, to read:

Regulations of Docks and Harbors
Amending 05 CBJAC 07; 05 CBJAC 10; 05 CBJAC 20; 05 CBJAC 25; 05 CBJAC 35; 05 CBJAC 40; 05 CBJAC 45

05 CBJAC 40.010 General moorage management policy.

- (f) *Vessel size restrictions.* The Harbormaster will determine the maximum and minimum length and breadth of a vessel that is allowed to moor in the small boat harbors based on the size of the slip or moorage space available to ensure the maximum use of space available taking into account safety, maneuvering, and other factors. Except when approved by the Harbormaster on a case-by-case basis, no vessel, or part thereof, may extend more than ~~ten~~ six feet beyond a finger or have a silhouette length less than three feet shorter than a finger in any slip or mooring space with a finger from 20 to 80 feet in length. For a slip or mooring space with a finger less than 20 feet in length and for side-tie moorage, the Harbormaster will establish the maximum and minimum vessel length on a case-by-case basis.

05 CBJAC 40.015 Boat shelters.

- (f) *Boat shelter sales.* ~~Reserved moorage~~ Preferred moorage status within a boat shelter may transfer between the seller and buyer of a boat shelter. In order to transfer the ~~reserved moorage~~ preferred moorage status within a boat shelter, the owner of a boat shelter shall inform the Port Director of the owner's desire to sell a shelter before offering the shelter for sale to the general public. The Docks and Harbors Board has the first right of refusal to purchase the shelter at fair market value. If the Board does not exercise its first right of refusal within 30 days after notice, the owner may offer the shelter for sale to the general public. If the owner sells the shelter without informing the Port Director and allowing the Docks and Harbors Board its first right of refusal, the ~~reserved moorage~~ preferred moorage within the shelter will not transfer to the buyer. This subsection does not allow an inappropriately sized vessel to be assigned ~~reserved moorage~~ preferred moorage space within a boat shelter.

05 CBJAC 40.020 ~~Reserved moorage~~ Preferred moorage policy.

- (a) *Definition.* "~~Reserved moorage~~" "Preferred moorage" means a numbered slip or space within the small boat harbors that the Harbormaster assigns to the owner of a vessel for use during a moorage year, or portion thereof, during which time the owner is granted preferential use for berthing the assigned vessel.
- (b) *Moorage year.* The ~~reserved moorage~~ preferred moorage year starts on July 1 of one calendar year and ends on June 30 of the succeeding calendar year.
- (c) *Availability.* A limited amount of ~~reserved moorage~~ preferred moorage is available in Douglas Small Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, the Fisheries Terminal Dock, and Statter Boat Harbor. The Harbormaster assigns this moorage in

accordance with this regulation. Maps of ~~reserved moorage~~ preferred moorage are available at the Aurora Harbor Office.

- (d) *Duty to notify of departures and planned return time.* ~~Reserved moorage~~ Preferred moorage slip or space assignees are required to notify the Docks and Harbors Department of their departure date and expected return date when vacating their assigned slip or space for more than four consecutive days. Assignees may notify the Docks and Harbors Department by Marine VHF Channel 73, by phone at (907) 586-5255, by email at Harbormaster@ei.juneau.ak.us ~~juneau.gov~~, or by fax at (907) 586-2507. If an assignee does not notify the Docks and Harbors Department of a departure in accordance with this subsection, the Harbormaster is authorized to use the assignee's slip or space for temporary moorage assignment and shall be allowed up to 24 hours to clear the assigned slip or space upon return of the assignee.
- (e) *Retention when assigned vessel is sold, lost, destroyed, or stolen.* A ~~reserved moorage~~ preferred moorage slip or space assignee whose vessel is sold, lost, destroyed, or stolen shall immediately notify the Harbormaster upon occurrence or discovery, whichever occurs first. The assignee may retain the ~~reserved moorage~~ preferred moorage slip or space assignment provided the assignee procures and places an appropriate size vessel in the slip or space within 90 days. The Harbormaster may, for good cause shown, grant an extension of 90 days. If the ~~reserved moorage~~ preferred moorage slip or space assignee does not notify the Harbormaster in accordance with this subsection, the assignee's moorage assignment shall be deemed forfeited.
- (f) *Only assigned vessel in ~~reserved moorage~~ preferred moorage slip or space.* Any vessel occupying a ~~reserved moorage~~ preferred moorage slip or space without the approval of the Harbormaster will be moved or impounded in accordance with Title 85 of the City and Borough Code.
- (g) *One vessel per ~~reserved moorage~~ preferred moorage slip or space.* Except when approved by the Harbormaster, only one vessel may be moored in any one ~~reserved moorage~~ preferred moorage slip or space. The Harbormaster shall obtain the permission of adjacent ~~reserved moorage~~ preferred moorage assignees before allowing more than one vessel to moor between ~~reserved moorage~~ preferred moorage slips or spaces.
- (h) *Loss of assignment due to ownership change.*
- (1) Except as provided in paragraph (2) of this subsection, it is the policy of the Docks and Harbors Board to prohibit the transfer of a ~~reserved moorage~~ preferred moorage slip or space assignment if the assignee no longer has ownership control of the vessel occupying the slip or space.
 - (2) To prohibit the inappropriate transfer of an assigned slip or space, a slip or space must be assigned to a named individual and a vessel that is under the ownership control of the named individual. The following changes to the individual named as the slip or space assignee will not cause the loss of a slip or space assignment:
 - (A) Changes among immediate family members;
 - (B) For a partnership or corporation, a change where the new assignee:

- (i) was a partner or corporate member prior to the date of the original slip or space assignment; or
- (ii) has applied for ~~reserved moorage~~ preferred moorage and receives an assignment for the vessel under 05 CBJAC 40.035(f);
- (C) Changes due to the sale and purchase of a boat shelter under 05 CBJAC 40.015; or
- (D) Changes otherwise specifically provided for in 05 CBJAC 40.

- (4) The assignee may appeal the Harbormaster's decision to terminate a ~~reserved moorage~~ preferred moorage assignment to the Port Director and then to the Docks and Harbors Board.
- (i) *Sublet prohibited.* An assignee may not sublease or reassign the right to use a ~~reserved moorage~~ preferred moorage slip or space to any other person or vessel.
- (j) *Reserved moorage Preferred moorage for Former DeHart Marina Patrons.* Former DeHart Marina patrons eligible for ~~reserved moorage~~ preferred moorage at Statter Boat Harbor will be provided preferred moorage, notwithstanding the size requirements under 05 CBJAC 40.010(f), until the vessel is sold, lost, destroyed or stolen. Vessels procured with the intent to retain ~~reserved moorage~~ preferred moorage under 05 CBJAC 40.020(e), must meet the requirements under 05 CBJAC 40.010(f).

05 CBJAC 40.025 ~~Reserved moorage~~ Preferred moorage first-time application.

- (a) *First-time application.* Any boat owner that has a need to operate a vessel within the City and Borough may apply for ~~reserved moorage~~ preferred moorage. To make a first-time application, the boat owner must complete the application form ~~contained in Appendix A to these regulations~~ maintained by the Harbormaster and pay the fee set out in 05 CBJAC 20.150.

- (d) *First-time application action.* Upon approving a first-time application, the Harbormaster will take one of the following actions:
 - (1) If a ~~reserved moorage~~ preferred moorage space is not available, place the applicant on a waitlist in accordance with 05 CBJAC 40.040;
 - (2) If ~~reserved moorage~~ preferred moorage space is available, assign the applicant a ~~reserved moorage~~ preferred moorage space as set out in 05 CBJAC 40.035; or
 - (3) If the applicant purchased a boat shelter and the first right of refusal notifications were provided as set in 05 CBJAC 40.015(f), approve the moorage assignment.

05 CBJAC 40.030 ~~Reserved moorage~~ Preferred moorage annual renewals.

- (a) *Reserved moorage Preferred moorage renewal application.* No later than the first day of each moorage year, an assignee of a ~~reserved moorage~~ preferred moorage slip or space, including the owner of a boat shelter who desires to renew the moorage assignment for the next moorage year, shall submit to the Harbormaster the ~~reserved moorage~~ preferred moorage renewal application contained in Appendix A to these regulations. The assignee or owner shall pay the applicable moorage fee with the renewal application.
- (b) *Reserved moorage Preferred moorage renewal application review.* The Harbormaster shall review each renewal moorage application for completeness. If the application is not complete, the Harbormaster will return the application and specify the information the assignee, or owner of a boat shelter, must submit to make the application complete. If the assignee or owner does not complete the application and pay the applicable moorage fee within 14 calendar days after service of the returned application, the assignee or owner shall forfeit their assigned moorage and the Harbormaster will refund the moorage fee payment provided with the application less any amounts due to the Docks and Harbors Department. If the application is complete, including payment of the applicable moorage fee, the Harbormaster shall process the application as set out in 05 CBJAC 40.035.

05 CBJAC 40.035 ~~Reserved moorage~~ Preferred moorage assignments.

- (a) *Assignment requirements.* Prior to assigning ~~reserved moorage~~ preferred moorage for the first time and prior to approving annual renewals, the Harbormaster shall verify the following:

05 CBJAC 40.040 ~~Reserved moorage~~ Preferred moorage waitlists.

- (a) *Waitlists.* The Harbormaster shall establish and maintain ~~reserved moorage~~ preferred moorage waitlists for qualified applicants when there is no ~~reserved moorage~~ preferred moorage available for assignment. The Harbormaster may establish waiting lists according to slip or berth size and establish waitlist limits for length, beam, and draft as necessary to manage the small boat harbors. The Harbormaster shall update waitlists as needed to maintain their accuracy.

- (d) *Duty to update address and telephone changes.* A waitlisted applicant shall immediately notify the Harbormaster of any change of address or telephone number in writing. Failure to do so may result in the applicant not being notified if ~~reserved moorage~~ preferred moorage becomes available.
- (e) *Annual renewal.* By ~~March 1~~ January 1 of each calendar year, the Harbormaster shall determine if waitlisted applicants continue to meet the waitlist approval

criteria set out in 05 CBJAC 40.025(c). The Harbormaster shall remove applicants from the waitlist that do not meet the approval criteria. Applicants that continue to meet the approval criteria must pay the renewal fee set out in 05 CBJAC 20.150 by ~~March 1~~ January 1 of each year. Applicants that do not pay the renewal fee by ~~March 1~~ January 1 will be removed from the waitlist.

- (f) *Notification of assignment.* When a moorage assignment becomes available, the Harbormaster will notify highest-ranked applicant on the applicable waitlist and provide the applicant 15 days after mailing of the notice to respond to the Harbormaster. If the applicant declines or does not respond within 15 days after service of the notice, the Harbormaster will offer the stall to next highest-ranked applicant. The Harbormaster will continue notifying applicants in this manner until an applicant accepts the assignment or all applicants decline. Upon acceptance of the assignment, the Harbormaster shall process the assignment as set out in 05 CBJAC 040.035. An applicant that declines an assignment may remain eligible on the waitlist for up to one year after the offer date. An applicant that ~~or~~ does not respond will be removed from the applicable waitlist.
- (g) *Duty to occupy assigned slip or space.* If the ~~reserved moorage~~ preferred moorage slip or space assignee does not place the assigned vessel in the slip or space within ~~90~~ 30 days of assignment, the assignee shall forfeit the assignment and be removed from the waitlist. The Harbormaster may, for good cause shown, grant an extension, ~~of 90 days.~~ The assignee may reapply under 05 CBJAC 40.025.

05 CBJAC 40.045 ~~Reserved moorage~~ Preferred moorage reassignments.

A ~~reserved moorage~~ preferred moorage assignee may apply to the Harbormaster for reassignment to a similar slip or space size class at a different location. The Harbormaster shall maintain waiting lists for this purpose. Assignees with the earliest sign-up date on the applicable list will be given the highest priority. When a similar slip or space in the applicable size class becomes available, the Harbormaster shall notify the ~~reserved moorage~~ preferred moorage assignees on this waiting list according to priority and offer the available slip or space for reassignment. The assignee has 72 hours to respond. If the assignee fails to respond or declines the reassignment, the Harbormaster may offer the slip or space to the next assignee on the waiting list. The refusal of an offered slip or space will not cause the assignee to lose waiting list priority.

05 CBJAC 40.050 Winter temporary assignments.

- (a) *Winter temporary assignment application.* During each September, the owner of a vessel who desires a temporary assignment to ~~reserved~~ preferred slips or spaces and other designated winter moorage may apply for such moorage at the Aurora Harbor Office.

- (c) *Winter temporary assignment priority.* As space becomes available, the Harbormaster will assign available winter moorage space according to vessel size

and other management factors with the priority of assignments given according to the following order:

- (1) First, to applicants with ~~reserved~~ preferred slips or spaces, priority ranked by the date of original slip or space assignment, provided the applicant allows the Harbormaster to use their assigned slip or space when vacated;
- (2) Second, to applicants on ~~reserved moorage~~ preferred moorage slip or space waiting lists, priority ranked by ~~reserved moorage~~ preferred moorage waitlist sign-up date;
- (3) Third, to all other applicants on the winter temporary assignment waitlists, priority ranked by sign-up date in September; and
- (4) Fourth, to the owners of boats that apply for a winter temporary assignment after September 30.

05 CBJAC 40.055 Summer temporary assignments.

- (a) ~~Reserved moorage~~ Preferred moorage vessels. Upon approval of the Harbormaster for good cause show, ~~reserved moorage~~ preferred moorage assignees may swap their assigned slips or spaces during the months of May through September.
- (b) *Waitlisted vessels.* During the months of May through September, the owner of a vessel on a ~~reserved moorage~~ preferred moorage waitlist may apply to Harbormaster for temporary assignment. The Harbormaster will assign temporary moorage space according to vessel size and other management factors with the highest priority given to vessels with the earliest waitlist sign-up date. Owners of vessels participating in this program must agree to relocate their vessel on short notice. The Harbormaster will not allow owners that do not agree, or fail, to move on short notice to participate in this program.

05 CBJAC 40.060 Visiting vessel assignments.

The Harbormaster may at any time assign ~~reserved moorage~~ preferred moorage slip or space to visiting vessels when such space becomes available as set out in 05 CBJAC 40.020(d). Such space will be assigned on a first-come, first-served basis.

05 CBJAC 40.065 Vessel anchoring requirements.

 <p>CITY/BOROUGH OF JUNEAU ALASKA'S CAPITAL CITY</p>	<p>Appendix A</p>	<p>Port of Juneau 155 South Seward St. Juneau, AK 99801</p>
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RESERVED MOORAGE APPLICATION

July 1, 200__ through June 30, 200__

Boat Name: AK No.: _____ ADF&G No.: _____

Doc. No.: Home Port: Boat Type:

Length*: Beam: Draft: Hull Type:

Engine Type: Single (Thrust) Double Holding Tank: Yes _____ No _____

(*Length is the silhouette length of vessel, including bow sprits and any other permanent or temporary items regular affixed to the vessel.)

Boat Owner(s)

Mailing Address:

City: State: _____ ZIP _____

Residence Address:

City: State: _____ ZIP _____

Phone: (Home) (Work) (Other)

Is your vessel used as a residence? Yes _____ No _____

Do you have an auxiliary punt or skiff? Yes _____ No _____ AK No. _____

Tax Exempt No., if applicable: _____

IMPORTANT NOTICE / READ BEFORE SIGNING
— I hereby request reserved mooring privileges within the City and Borough of Juneau ("CBJ") Municipal Harbors, excluding the Auke Bay Transient Facility, for the above described vessel. If approved, I agree to abide by CBJ Code Title 85, and the rules and regulations established pursuant to Title 85, copies of which are available at the Harbor Office or the City Clerk's Office. I understand and agree that this request, if approved, shall apply to the described vessel only and is not transferable. In the event of a change of vessels, a new agreement must be executed.
— I further agree to provide the Harbor Office with proof of ownership in the above described vessel.
— I understand that reserved moorage fees for the period of July 1, 200__ to June 30, 200__ are due on or before July 1, 200__ and are considered delinquent thereafter. <u>If I fail to pay the applicable moorage fee by July 15, 200__, or any other charge when due, all my rights to the assigned space shall terminate, the CBJ may impound my vessel and may assign the space to others on the applicable waiting list.</u>
— I agree to pay applicable fees for moorage and for other services which I, or my agent described above, order. I agree to pay other fees without order as the Harbor staff determines to be necessary in an emergency to protect the Harbor facility or my vessel from damage. I hereby agree that unpaid fees shall become a lien against the described vessel and I agree to pay such fees plus whatever costs, interest, and attorney's fees may be incurred in the collection of such fees.
— I agree that this application is a request for the privilege of moorage space only. Nothing contained in this application or in the ordinances and rules of the CBJ have been or shall be interpreted by me to impose upon the CBJ any obligation or responsibility for the care and protection of any private property, including the vessel described above.
— I hereby expressly consent and authorize the CBJ to move the above described vessel in the event the CBJ determines that: moorage fees are not paid, ordinances or regulations are violated, or there is an emergency. I further agree to hold the CBJ harmless against loss or damage to my vessel;

Regulations of Docks and Harbors

Amending 05 CBJAC 07; 05 CBJAC 10; 05 CBJAC 20; 05 CBJAC 25; 05 CBJAC 35; 05 CBJAC 40; 05 CBJAC 45

including its equipment, gear, lines, articles, or other personal property attached or related to said vessel, resulting from use of the CBJ facilities or the above mentioned vessel.
I hereby certify that I own the above described vessel and that I have not sold or contracted to sell said vessel.
Signed: Date: _____
(Authorized boat owner/agent)
A person who makes a false statement on this form may be punished for unsworn falsification, a Class A misdemeanor, for which the maximum penalty is imprisonment of not more than one year and a \$5,000 fine or both. A false statement on this form will result in forfeiture of any assigned mooring space.

Section 8. Amendment of Regulation. The City and Borough of Juneau Administrative Code is amended at 05 CBJAC 45 Small boat harbor and port facilities use regulations, to read:

05 CBJAC 45.055 Parking management.

(b) *Geographical applicability.* This regulation applies to the geographical areas used for parking and loading that are appurtenant to a boat harbor or port facility, as those terms are defined in CBJ 85.05.010, and all long term storage areas designated by the Port Director. These geographical areas include, but are not limited to, the parking and loading areas at:

(6) Statter Harbor and the Auke Bay Marine Station (ABMS) ~~parking lot across Glacier Highway from the Horton property;~~

(j) Vehicle size restrictions. The Harbormaster will determine the maximum and minimum length and breadth of a vehicle that is allowed to park in the managed parking areas based on the size of the spaces or general parking availability to ensure the maximum use of space available taking into account safety, maneuvering, and other factors. Except when approved by the Harbormaster on a case-by-case basis, no vehicle, or part thereof, may extend more than three feet beyond a parking space, or occupy multiple spaces.

(k) Amphibious vessels. In addition to being required to possess a valid launch ramp permit, any un-trailerred, amphibious vessel parked in the Statter Harbor parking lot will be required to pay the daily moorage fees as required under 05 CBJAC 20.030 (Daily moorage fees). This fee is in lieu of the parking fees required under 05 CBJAC 20.160.

~~(1)~~ **Enforcement.** Parking or operating a vehicle or other item, in violation of a sign posted pursuant to this regulation is an infraction. The Port Director may prohibit a person from using a parking area, loading area, or storage facility in cases where the director makes a written finding of negligent or unsafe operation or storage by the person of a vehicle or other item at a parking area, loading area, or storage facility; or non-payment of parking, loading, or storage fees by the person.

Section 9. Notice of Proposed Adoption of a Regulation. The notice requirements of CBJC 01.60.200 were followed by the agency. The notice period began on _____, which is not less than 21 days before the date of adoption of these regulations as set forth below.

Adoption by Agency

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

Date: _____

Carl Uchytel
Port Director

Legal Review

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

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

Date: _____

Emily L. Wright
Municipal Attorney

Assembly Review

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

Date: _____

Breckan L. Hendricks, Municipal Clerk

Filing with Clerk

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

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

Date: _____

Breckan L. Hendricks, Municipal Clerk

Proposed Amendment 05 CBJAC 45.055(k) Inclusion for Minutes

From Brad Dawson <brad@lender-marketing.com>
Date Wed 3/25/2026 3:31 PM
To Harbormaster <Harbormaster@juneau.gov>
Cc Jeremy Norbryhn <Jeremy.Norbryhn@juneau.gov>

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Dear Port Director and Docks & Harbors Board Members,

I am writing to formally submit my public comment in strong opposition to proposed amendment 05 CBJAC 45.055(k) regarding the management and fee structure for amphibious vessels at Statter Harbor.

We request that this comment be included in the minutes of this meeting. Our submission is organized into three sections:

1. Opposition to the proposed fee structure
2. Workable solutions for parking
3. Real-world behavioral responses to any parking solution

Opposition to Fee Structure

As a Juneau island resident who relies heavily on our harbor system for access and transport, I understand the need to manage congestion and ensure fairness at launch ramps. However, reclassifying land-based parking as “moorage” for amphibious vessels like my Stabi-X is fundamentally flawed and unfairly punitive to early adopters of this efficient technology.

I urge the Board to reconsider this amendment for the following reasons:

- **Mismatch of Fees and Services:** Moorage fees are specifically designed to cover the high costs of in-water infrastructure such as breakwaters, floating docks, shore power, and water access. Assessing daily in-water moorage fees for a vessel parked on asphalt is an inappropriate application of the fee structure. We are utilizing a parking space, not a slip, and should therefore be subject to parking fees.
- **Space Efficiency, Not Congestion:** The rationale provided states that amphibious vessels occupy multiple spaces needed for trucks and trailers. However, a single amphibious vessel with its wheels down is entirely self-contained and significantly more compact than a standard truck towing a 20+ foot boat trailer. We are actually reducing the total linear footprint required in the lot.
- **Redundancy with Proposed Section (j):** The newly proposed Section (j) already grants the Harbormaster the authority to restrict or manage any vehicle that extends beyond a single parking space or occupies multiple spaces. If the true goal is space management, Section (j) fully addresses the issue. Section (k) is therefore redundant and appears to exclusively target a specific vessel type with disproportionate fees.
- **Increased Ramp Efficiency:** Amphibious vessels actively reduce congestion at the launch ramp itself. Because we do not need to back down a trailer, unload, park the truck, and walk back, our launch and retrieval times are a fraction of those of traditional vessels. The harbor should be encouraging this reduction in bottlenecks, not penalizing it. While we have not formally timed our ramp use, a reasonable estimate is that our transit time is less than one minute.

We are happy to pay our fair share for the infrastructure we use, including launch ramp permits and standard parking fees. However, being required to pay moorage rates to park on pavement is unreasonable.

Workable Solutions for Parking

Current observations should be considered when determining parking policy.

1. From November through mid-April, this is largely a non-issue. We have observed that we are often the only boat or vehicle in the parking lot.

2. From mid-April through the end of October, parking is generally only difficult during peak events such as the Derby and King Crab openers. During these periods, dock space is typically unavailable and many boats must side-tie, yet the parking lot still often has available space.
3. Most amphibious boats occupy parking spaces for relatively short periods, while many trailered boats remain in place for days. Amphibious trips are typically measured in hours, not days, however amphibious boats should be granted the same duration policy as any other truck/trailer operator. The policy should not be different specially for Amphibious boats.
4. Amphibious boats are self-contained and do not require trailers, which reduces their footprint. In most cases, amphibious boats can park in spaces designed for full-size trucks. If such spaces are unavailable, trailer spaces should be available on a first-come, first-served basis, consistent with current practice. For amphibious boats that cannot fit into standard parking spaces, trailer spaces may be the only viable option and should not be excluded.
5. One possible solution would be to designate some of the smaller stall spaces specifically for amphibious boats. Areas in the northeast and northwest sections of the lot could be suitable for this purpose.

Real-World Response to Any Parking Solution

Regardless of the decisions reached, there will be opposition. If trailer stalls are made available and parking becomes tight, operators of conventional truck-and-trailer setups may feel that amphibious vessels are occupying spaces that should be reserved for larger trailer/tuck operators, even though this is no different from a small truck and trailer using a larger stall. Conversely, if amphibious-only parking is designated, there may be resistance over perceived preferential treatment.

In this context, I would respectfully ask the Port Authority not to single out amphibious vessel operators. As a small group, we do not have the same capacity to advocate as the larger and more established community of conventional truck-and-trailer operators. The fee arguments outlined above are logical and straightforward, and there is a reasonable expectation that an equitable solution can be reached.

At present, there are approximately six to seven known amphibious boats in Juneau, three of which routinely use Statter Harbor. It may be that the most appropriate course of action for the Port Authority at this time is to take no immediate action regarding parking and instead focus specifically on the fee structure. Parking policy could be addressed later in a separate, more focused discussion.

The Port Authority's forward-looking approach is welcome in a world where many institutions are not. However, if decisions must be made now, amphibious vessels should be permitted to park wherever a similarly sized trailered boat or vehicle can reasonably be accommodated. We understand that is a very new issue and we trust that CBJ would not set forth a bizarre and unfair precedent by treating a parking spot as moorage.

Thank you for your time and consideration:

Brad & Theotiste Dawson
Spuhn Island, Juneau AK



Brad Dawson
Owner / Sr Consultant
Desk 858-216-4285 x101
Fax 858 207 3158
Cell 858 692 3388
www.lender-marketing.com

This communication, together with any attachments, is intended only for the addressee. It may contain information that is legally privileged, confidential, and exempt from disclosure. If you are not the intended recipient, you are hereby notified that any review, dissemination, distribution, disclosure, duplication, use, or any action or reliance on this communication is strictly prohibited. If you have received this communication in error, please notify the sender immediately by telephone (858-216-4285) or by return email and destroy all copies of the communication along with any attachments. The contents or attachments of this electronic mail do not, and shall not be construed to, constitute legal, accounting or other professional advice.

Amphibious vehicles

From Skye Stekoll <skye_stekoll@yahoo.com>
Date Wed 3/25/2026 3:30 PM
To Harbormaster <harbormaster@juneau.gov>

EXTERNAL E-MAIL: BE CAUTIOUS WHEN OPENING FILES OR FOLLOWING LINKS

Dear Harbor Board/ Harbor Master,

I received a copy of the proposed parking regulations for amphibious vehicles. First, I would like to thank Docks and Harbors for reaching out to me and other amphibious boat owners. I realize that more of these vehicles are showing up and understand that there is a sense that it's a new type of vehicle that upsets the status quo. However, I fail to see the difference between a truck and trailer using a trailer parking spot and an amphibious vehicle. If amphibious vehicles are paying for launch permit fees and daily parking rates I cannot see the justification for having a separate more expensive parking system.

The language itself is misleading, claiming that amphibious vehicles take up more than one vehicle parking spot. More than one vehicle parking spot is true, but not more than one truck/ trailer spot which seems like it would be a more equal comparison.

Amphibious boats are not meant to be kept in the water, as it corrodes the amphibious systems faster. It's not that amphibious vehicles are trying to get around moorage fees, it's that they aren't meant to be left in the ocean- especially around so many other aluminum boats. I have paid for a slip in a private harbor but will not be using it this year for that reason. So I don't think avoiding mooring fees is the point, which I get the impression that's what the D&H mentality is. Again, this is not different than a truck with a trailer taking boats in and out of the launch ramps/ parking lot.

Our amphibious boat is 8'6" wide and 28' long with the outboard. If there is a specific place that can fit these, as they don't need full truck/ trailer lengths, then that would seem like a more ideal situation. I understand, especially at Statter, that these weren't design vehicles in the original plan, but this seems like a knee jerk reaction rather than an attempt at a long term solution.

I also get that amphibious vehicles parking lot use is the opposite of standard truck/ trailer use, in that the boat is sitting on land not in use while in the parking lot. But i don't see how that really justifies additional fees.

I guess I'm not sure what the goal here is. Do you want to discourage amphibious vehicle use of public parking/ launch facilities? Are you hoping to discourage amphibious vehicles period? Trying to prioritize traditional truck/ trailer use? Generate more revenue? I think if I understood the goal then these regulations might make more sense. But to separate these vehicles apart from truck/ trailers seems hard to justify.

Thanks for looking into this issue and working to find a good long term solution for all users.

Sincerely,

Skye Stekoll

PO Box 210164
Auke Bay, AK 99821

March 25 2026

From: Greg & Bonnie Chaney

Subject: Proposed Regulation Change for Amphibious Vessels to *05 CBJAC\$45.055 Parking Management (k) Amphibious Vessels*

Dear Port Director and Docks & Harbors Board Members,

We have been using Statter Harbor for parking and launching our amphibious vehicle for two years now. During that time we have found the Harbor staff to extremely helpful, friendly and professional. We have never had any problems operating our amphibian in Statter Harbor in the water, on the launch ramp or in the parking lot. It is a well-run facility.

This letter is in response to a phone call and letter we received from Deputy Harbormaster, Jeremy Norbryhn, indicating that the March 26 Harbor Board Meeting would be discussing changing the fee structure for parking Amphibious Vessels in the Statter Harbor parking lot. The proposal under *05 CBJAC\$45.055 Parking Management (k) Amphibious Vessels* would require amphibians to pay daily moorage fees instead on parking fees. This would make perfect sense if the amphibian was tying up to a dock in transient moorage. However, if the amphibian is parking in the parking lot it should be treated in the same manner as any other vehicle.

When we have parked our amphibious vehicle in the parking lot, we have checked in with Harbor Staff for guidance about where to park that would be the least disruptive. To our knowledge, this system has worked well, and we are not aware of any conflicts with other Statter Harbor user groups. We think it would be appropriate to continue the current system of charging amphibians, with Launch Ramp Permits, the same fees as similarly sized trucks.

Therefore, we are writing to ask the Harbor Board to continue the practice of requiring amphibious vehicles that park in the Statter Harbor to pay the same rate as any other vehicle of the same size.

We intend to attend the March 26th meeting and would be happy to answer any questions at that time.

Greg and Bonnie Chaney

(907) 321-3929



City & Borough of Juneau Docks & Harbors Board of Directors

RESOLUTION NO. 2026-3

A RESOLUTION OF THE CITY & BOROUGH OF JUNEAU – DOCKS & HARBORS BOARD IN SUPPORT OF DONATING LAUNCH PERMITS TO NON-PROFIT ORGANIZATIONS

Whereas, the Docks & Harbors Board wishes to advance local economic opportunities, encourage the use of our harbor facilities, increase the favorability of the Docks & Harbor brand and support non-profits in the community; and,

Whereas, the Docks & Harbors has historically not contributed to request for donations and marketing until 2024 with the initial request from the Territorial Sportsmen, Inc; and,

Whereas, Docks & Harbors Staff has recently been bringing donation requests for Board action; and,

Whereas, Docks & Harbors Board requests that future requests for donated City & Borough of Juneau – Docks & Harbors Launch Ramps meet the following criteria:

- (1) The applicant must be a non-profit and registered as a 501(c) organization with an address in the City & Borough of Juneau;
- (2) That the non-profit has a nexus to the Juneau waterfront or harbors or in support of the mission of Docks & Harbors;
- (3) That no more than five donated permits be issued each fiscal year;
- (4) That Docks & Harbors Staff establish an application form for interested non-profit organizations to apply;
- (5) That the application deadline for the application period ends on June 30th;
- (6) In the event more applications are received by the deadline date than the number of permits available, the Docks & Harbors Board will convene a Selection Committee to determine the awardees on a fiscal year cycle.

Now therefore be it resolved that the City & Borough of Juneau -Docks & Harbors Board supports the issuance of donated Launch Ramps to non-profit organization with a sunset date of July 1, 2029 unless amended by Board action.

Passed and approved by a duly constituted quorum of the City & Borough of Juneau Docks & Harbors Board of Directors on this ___th day of _____ 2026.



City & Borough of Juneau
Docks & Harbors Board of Directors

Shem Sooter
Board Chair

Leah Narum
Docks & Harbors Administrative Officer

Attested

DRAFT

MEMORANDUM

DATE: March 19, 2026
TO: Carl Uchytel, Port Director
Docks and Harbors Department
FROM: Nicole Lynch, Assistant Municipal Attorney
SUBJECT: Considerations of Non-Profit Organizations



LAW DEPARTMENT
155 Heritage Way
Juneau, AK 99801
Ph: (907) 586-5242
Fax: (907) 586-4567

The Docks and Harbors Board of Directors is considering a policy on donating launch ramp permits and determining criteria and a process for evaluating organizations that request the donation of a launch ramp permit to an organization's fundraising venture. They requested guidance on non-profit organizations and how to describe which are available to apply.

Non-profits are organizations who are tax-exempt under Internal Revenue Service (IRS) code section 501(c). There are over 29 types of tax-exempt organizations listed under 501(c), including:

- 501(c)(3): Charitable, religious, educational, scientific, literary, or cruelty-prevention organizations.
 - These are the most common types of nonprofit organization; they offer tax-deductible donations.
- 501(c)(4): Social welfare organizations, civic leagues, or neighborhood associations.
 - Unlike 501(c)(3) groups, these nonprofits can engage in unlimited lobbying and some political activity, donations are not tax-deductible.
- 501(c)(5): Labor, agricultural, or horticultural organizations.
 - These entities aim to improve working conditions, product quality, and efficiency for workers in these fields, rather than providing charitable services to the general public; donations are not tax-deductible.
- 501(c)(6): Business leagues, chambers of commerce, and real estate boards.
 - These entities can lobby freely and donations are not tax-deductible.
- 501(c)(7): Social and recreation clubs.
 - Common examples include country clubs, college fraternities/sororities, sports leagues, and hobby clubs. They are funded by member dues and donations are not tax-deductible.

Once the Board determines what types of organizations it would like to make donated launch ramp permits available to, they can describe them based on the above designations, e.g., 501(c)(3). If the organizations they want to consider are not within the above designations they could list the criteria they will be looking for in an organization.

Additional considerations

- Does the Board want the organization to have community ties, such as
 - Officers of the organization must be residents of CBJ;
 - National non-profits are required to have a local chapter (will need to determine what is local, e.g., Juneau, Southeast);
 - Services or programs of the organization are provided to Juneau citizens/Southeast Alaska residents, etc.
- Consider restrictions on who can use the permits, e.g. no commercial use.
- The policy should be publicly available to inform potential requestors/applicants.
- Would an application process be helpful in reaching the Board's goals?
- Is there a limit on the number of permits to be donated? If so, how will organizations be fairly selected, e.g. first come first serve (how will you determine who submitted first).
- Should there be a timeframe when organizations can request a donated permit, or can they submit an application or make requests anytime throughout the year?
- Selection of organizations should be consistent (a policy will help with this).



Port of Juneau

155 Heritage Way • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

POSTED/EMAILED
March 19, 2026

POSTING NOTICE

RFP No. : DH26-045
Design Services for Dock Structural Inspection

TO: Respondents to RFP DH26-045

This notice is to give results of proposal evaluations for the above referenced project. Proposals were received from two consultants: Marine Solutions, Inc. and PND Engineers, Inc. CBJ Docks and Harbors appreciates your participation in the subject RFP. Thank you for your interest.

Based on the total of the raw scores, the apparent successful proposer is PND Engineers Inc.

Proposer	Evaluator #1 Raw Score	Evaluator #2 Raw Score	Evaluator #3 Raw Score	Evaluator #4 Raw Score	Ranking
Marine Solutions, Inc.	940	960	940	870	2
PND Engineers, Inc.	940	890	980	950	1

This notice begins the protest period per Purchasing Code 53.50.062. Protests will be executed in accordance with CBJ Ordinance 53.50.062 "Protests", and 53.50.080 "Administration of Protest." The CBJ Purchasing Code is available online at: <http://www.juneau.org/law> or from the CBJ Docks and Harbors at 907-586-0292.

Matthew Creswell (Acting)
Carl Uchtyl, Port Director
CBJ Docks and Harbors

March 26, 2026

26J012

Matthew Sill, P.E.
Port Engineer
City and Borough of Juneau
155 South Seward Street
Juneau, AK 99801

SUBJECT: Dock Structural Inspection

Dear Mr. Sill:

PND Engineers, Inc. (PND) and our subcontractor Global Diving & Salvage (GDS) appreciate the opportunity to provide the City and Borough of Juneau (CBJ) Docks & Harbors (D&H) with this proposal for engineering services on the Dock Structural Inspection project which includes the Alaska Steamship and Cold Storage Docks. The primary objective of this work is to determine the structural condition of each facility by field condition inspections, both above and below the waterline, in order to determine their current overall condition and remaining service life, and to provide recommendations for repair and/or replacement and corresponding cost estimates for the recommendations. A detailed list of the services to be provided is described below:

Scope of Services

- Project management, subconsultant contracts, correspondence & teleconferences w/ CBJ, inspection team coordination meetings, clerical, project administration.
- Background Information - Review available background information for the project including prior design drawings, condition assessments, design standards and codes, design criteria and pedestrian/vehicular load ratings.
- Base Maps - Prepare project base maps and typical sections identifying pile bents and primary framing members in grid format.
- Structural Inspection Field Work - Prepare for and perform onsite structural condition inspection of the work areas identified in the RFP, including topside elements (bullrail, decking) and below deck and throughout the tidal zone (vertical and batter timber piles, pile caps, stringers). Organize and log field notes and observations and identify on project base maps; perform non-destructive field testing using micro-second timer and resistance drill and record and document results; and develop photographic logs for inclusion in the report.
- Dive Inspection Field Work – Global Diving & Salvage, Inc. will perform a Level 1 Inspection of all timber vertical and batter piles located at the Alaska Steamship and Cold Storage Docks.
- DRAFT Report Submittal - prepare draft structural report and review and incorporate underwater dive condition inspection w/photos, facility base maps, condition ratings, estimated remaining service life, and recommendations for repair and/or replacement of all facilities identified in the RFP. Prepare schematic design plans, typical sections and cost estimates for repair and replacement options.

- Review work session with CBJ D&H and draft report presentation to D&H Board.
- Conduct internal QA audit - field data, testing results, condition ratings, repair recommendations, cost estimates.
- FINAL Report Submittal - incorporate all draft report comments from D&H and D&H Board into the final report.

Schedule

The project schedule will follow the milestones identified in the RFP, with field work being performed this spring and summer during favorable weather and tidal conditions, and at times of low cruise ship and pedestrian activity on the docks. PND will coordinate field work schedules with D&H staff in advance of mobilizing. The Draft Report will be presented to the Harbor Board by August 27, 2026, and the Final Report will be delivered to the Port Director by September 30, 2026.

Fee Proposal Summary

PND proposes to perform the scope of services described herein on a Fixed Fee basis in the amount of **\$194,012**. The fees indicated will not be exceeded without prior written authorization from D&H.

We appreciate the opportunity to provide professional services to the City and Borough of Juneau on this important waterfront project. Thank you for reviewing the proposed scope and professional fees we have provided. Please let me know if we have perceived your needs appropriately for this project or if you wish to make any modifications to better serve D&H. We are available to commence following formal authorization and look forward to working with you towards the successful completion of the Dock Structural Inspection project.

Sincerely,

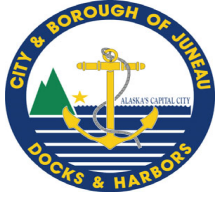
PND Engineers, Inc. | Juneau Office



Dick Somerville, P.E.
Vice President



Brandon Ivanowicz
Staff Engineer



**City and Borough of Juneau
Dock Structural Inspection
Engineering Services Fee Proposal
PND Project No. 26J012
March 26, 2026**



Scope of Services

	PND Senior Engr VII	PND Senior Engr VI	PND Staff Engr VI	PND Staff Engr IV	PND Tech VII	PND Tech V	CAD Designer VII	Est. Line Item Costs	Task Subtotal Costs
	\$275.00	\$255.00	\$177.00	\$151.00	\$196.00	\$151.00	\$166.00		
Dock Structural Inspection									
1. Project management, subconsultant contracts, correspondence & teleconferences w/ CBJ, inspection team coordination meetings, clerical, project administration	16		24			8		\$9,856	
2. Background Information - Review available background information for project including prior design drawings, condition assessments, design standards and codes, design criteria and pedestrian/vehicular loading	4		8			2		\$2,818	
3. Base Maps - Prepare project base maps and typical sections with pile grids.	2		8				8	\$3,294	
4. Field Work - Prepare for and perform onsite structural condition assessment of the work areas identified in the RFP, including topside and throughout tidal zone. Organize and log field notes, non-destructive field testing results and photographs for inclusion into reports and identification on project base maps.	80		80	36		4		\$42,200	
5. DRAFT Report Submittal - prepare draft structural report and review and incorporate underwater condition assessment w/photos, facility base maps, condition ratings, estimated remaining service life, and recommendations for repair and/or replacement of all facilities identified in the RFP. Prepare schematic design plans, typical sections and cost estimates for repair and replacement options.	40	24	80			4	60	\$41,844	
6. Review work session with CBJ D&H and draft report presentation to D&H Board.	4		8			1		\$2,667	
7. Conduct internal QA audit - field data, testing results, condition ratings, repair recommendations, cost estimates.	12	4						\$4,320	
8. FINAL Report Submittal - incorporate all draft report comments from D&H and D&H Board into the final report	8		24			1	8	\$7,927	\$114,926
Total Estimated Manhours	166	28	232	36		20	76		
Estimated Third Party Expenses									
1. Global Diving and Salvage	Underwater Dive Inspection							\$60,232	
2. Global Diving and Salvage	Standby Rate - 1 day							\$9,664	
3. Boat Rental	Boat, fuel, moorage, day launch permit							\$1,500	
4. Miscellaneous Expenses	Reproduction and Job Consumables							\$500	
5. Administrative markup on expenses	10% on 3rd party expenses							\$7,190	\$79,086
	Total Fixed Fee (FF)								\$194,012



GLOBAL

a moran company

March 25, 2026
GDS Proposal 26AKAP0009

PND Engineers, Inc.
City & Borough of Juneau, Docks and Harbors
Dock Structural Inspection Project – Level I Dive Inspection
Juneau, Alaska

Global Diving & Salvage, Inc. (Global) is pleased to provide this estimate to provide diving support for the Level 1 Inspection of the Steamship and Cold Storage Docks located in the Port of Juneau. Work includes inspection of all timber piles located at the Steamship and Cold Storage Docks, as well as a deliverable report of conditions found on site.

Global will provide the following to complete the inspection:

- A four-man commercial dive team consisting of a Diving Supervisor, and (3) Diver/Tenders.
- Surface Supplied Diving Station, with all required interconnects and safety equipment.
- Underwater Video System capable of recording both the diver and supervisor’s communications
- Floating asset to support navigating in and around the docks.

Description	Units	Unit Cost	Estimated Total
Mobilization/Demobilization: Includes all labor, equipment, and travel expenses to mobilize crew to Juneau, Alaska.	Per Occurrence	\$ 13,020.00	\$ 13,020.00
Operational Day Rate: Includes all labor, equipment, and travel expenses to complete the scope of work using a 4-man team conducting up to 3 dives per day.	3 days estimated	\$ 14,964.00	\$ 44,892.00
Final Report Deliverable: Includes final report documenting the inspection	Lump Sum	\$ 2,320.00	\$ 2,320.00
Estimated Project Total			\$ 60,232.00
Standby Rate: Rate provided for any circumstances beyond Global’s direct control, weather, SIMOPS issues, or other issues. The rate includes reduced equipment and minimum labor requirements.			\$ 9,664.00

PND Engineers, Inc. to provide the following:

- Unrestricted access to facilities for inspection.
- If available, a schedule for the docks to avoid any unnecessary delays due to vessel traffic.
- Provide all drawings and data necessary for the dock inspections

Terms/Notes:

- The estimate provided does not account for any delays beyond Global’s direct control.
- Durations are estimates only; invoicing will be based on actual days work at the above-mentioned rates.
- Global is proposing this work based on a 12-hour workday conducting up to 3 dives a day. Any work beyond a 12-hour day will be billed at the following hourly rate: \$1,018.00/hour. This rate does not include any dives beyond 3 dives per day. Additional dives required beyond 3 dives per day will incur additional costs.
- Any expenses beyond those included in the attached rates to be invoiced at cost plus 10%.

All work to be in accordance with USCG, OSHA, and ADCI standards for commercial diving. USL&H, MEL, or STATE ACT insurance to be supplied as appropriate to the scope of work.

Thank you for your time,

Kendra Bulawa
General Manager
Global Diving & Salvage – Alaska Region

Anchorage Office • 5304 Eielson Street • Anchorage, AK 99518 • www.gdiving.com • 907.563.9060 Office • 907.563.9061 Fax

ATTACHMENT 3

PROJECT AREA



Figure 1 - Port of Juneau with Project Area Highlighted

Echo Cove Launch Ramp Facility

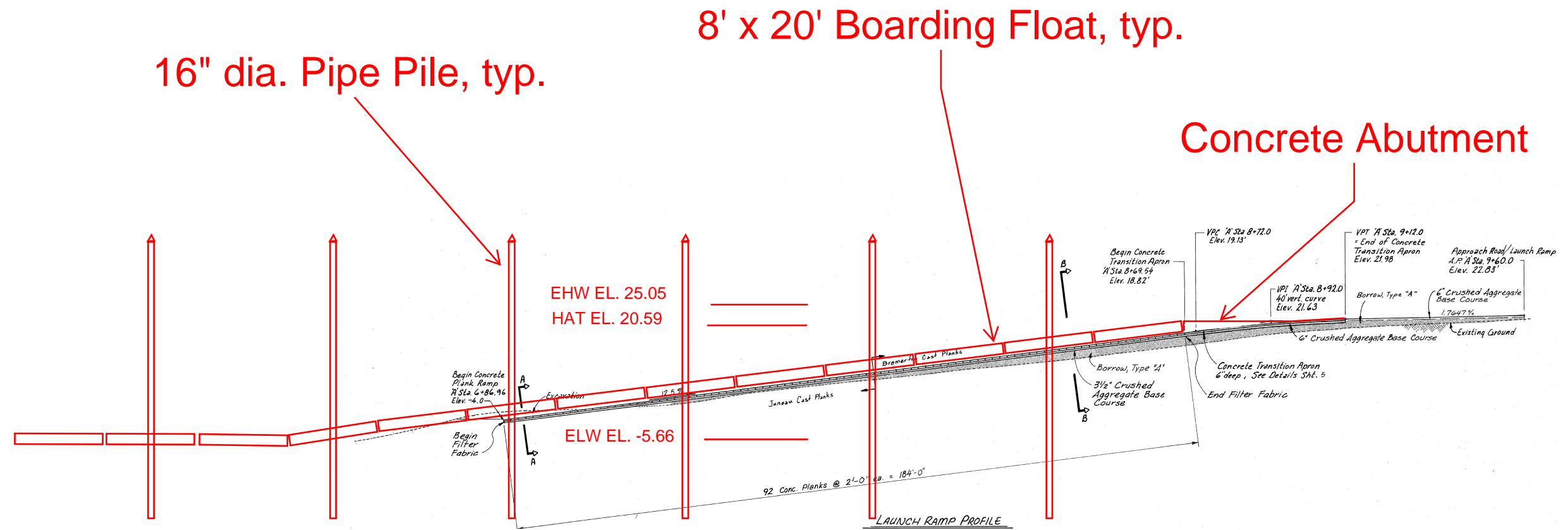


16" dia. pipe pile, typ.

8' x 20' boarding float, typ.

Existing Ramp

Concrete Abutment



MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY & BOROUGH OF JUNEAU – DOCKS & HARBORS AND COEUR ALASKA, INC.

PARTIES

This Memorandum of Understanding (“MOU”) is entered into between the City & Borough of Juneau (CBJ) – Docks & Harbors (“Docks & Harbors”) and Coeur Alaska, Inc. (“Coeur Alaska”), owner and operator of the Kensington Mine. Collectively, these entities are referred to as the “Parties.”

1. PURPOSE

The purpose of this MOU is to establish a non-binding framework for exploring the feasibility of utilizing waste rock generated by the Kensington Mine as beneficial fill material for the expansion and improvement of the North Douglas Launch Ramp facility located in Fritz Cove.

2. PROJECT BACKGROUND & SCOPE

Docks & Harbors is currently planning the expansion of the North Douglas Launch Ramp to improve safety, parking, and boating access. Preliminary estimates indicate that Docks & Harbors may require approximately 335,000 cubic yards (CY) of rock material to complete the proposed expansion.

3. ROLES AND RESPONSIBILITIES

- **Material Provision (Coeur Alaska):** Coeur Alaska agrees to offer up to 335,000 CY of waste rock to Docks & Harbors. Coeur Alaska will provide Docks & Harbors with available geochemical data and material specifications related to the waste rock.
- **Permitting (Docks & Harbors):** Docks & Harbors shall have sole responsibility for obtaining all necessary local, state, and federal permits required for the project, including those required for the placement of fill material.
- **Site Access:** Subject to Coeur Alaska’s prior approval, Coeur Alaska agrees to allow Docks & Harbors and its authorized consultants reasonable access to the Kensington Mine site at such times as may be reasonably necessary for the purpose of collecting samples and conducting necessary testing to evaluate material suitability so long as Docks & Harbors has notified Coeur Alaska twenty-

four (24) hours in advance prior to each arrival on site. Docks & Harbors, including its authorized consultants, agrees to comply with all Coeur Alaska's site policies and procedures related to access, health, safety, and the environment. Docks & Harbors, including its authorized consultants, acknowledge and agree that entrance onto the Kensington Mine site is at their own risk.

- **Logistics and Transportation:** The Parties acknowledge that the logistical movement of the material from the Kensington Mine site to the North Douglas Launch Ramp site will likely be managed and executed via a Docks & Harbors construction contract. Docks & Harbors will be responsible for the oversight of its chosen contractor regarding the loading, hauling, and placement of the material. The Parties acknowledge and agree that any logistics or movement of the material shall be done in accordance with, and subject to, the requirements set forth in the Site Access section above.

4. EVALUATION OF MATERIAL SUITABILITY

- **Regulatory Compliance:** Docks & Harbors and its consultant shall evaluate the waste rock to ensure it meets all federal and state requirements for placement in the waters of the United States, including Clean Water Act Section 404 requirements.
- **Suitability Criteria:** Evaluation will focus on ensuring the material is chemically inert (non-acid generating) and physically appropriate for the structural stability of a marine launch facility.

5. NON-BINDING NATURE

This MOU is a statement of intent and does not create a legally binding obligation or a commitment of funds by either party. Any final agreement regarding the transfer, cost (if any), or specific delivery schedule of the material will be subject to a formal, binding contract and approval from the CBJ Docks & Harbors Board and/or the CBJ Assembly.

6. TERM AND TERMINATION

This MOU shall remain in effect for two (2) years from the date of signature unless extended by mutual agreement. Either party may terminate this MOU at any time with thirty (30) days' written notice.

7. WAIVER OF LIABILITY

The Parties understand and agree that the purpose of this MOU is charitable in nature. Accordingly, Docks & Harbors hereby acknowledges that all waste rock material that is donated under this MOU is made on an “as is” basis and Coeur Alaska disclaims all warranties, whether express or implied, without limitation, related to the donated waste rock. As consideration for Coeur Alaska’s donated waste rock, Docks & Harbors hereby releases, waives, indemnifies, and discharges Coeur Alaska from any and all liability, claims, demands, actions arising from such donation, as provided by law.

City & Borough of Juneau

Coeur Alaska, Inc.

Carl Uchytel, P.E. Port Director
Docks & Harbors
Date: _____

Stephen Ball, General Manager
Kensington Mine
Date: _____

DR
RA
FT



(907) 586-0715
CDD_Admin@juneau.gov
www.juneau.org/community-development
155 Heritage Way • Juneau, AK 99801

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT:

STAFF PERSON/TITLE:

DATE:

APPLICANT:

TYPE OF APPLICATION:

PROJECT DESCRIPTION:

LEGAL DESCRIPTION:

PARCEL NUMBER(S):

PHYSICAL ADDRESS:

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

AGENCY COMMENTS (CONTINUED):