

DOCKS AND HARBORS OPERATIONS-PLANNING COMMITTEE AGENDA

December 21, 2022 at 5:00 PM

Aurora Harbor Office/Zoom Webinar

<https://juneau.zoom.us/j/84739309174> or (253)215-8782 Webinar ID: 847 39309174 Passcode: 221001

A. CALL TO ORDER

B. ROLL CALL: Jim Becker, Lacey Derr, Don Etheridge, Paul Grant, Debbie Hart, David Larkin, Matthew Leither, Annette Smith, Mark Ridgway.

C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES

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

E. APPROVAL OF MINUTES:

1. November 9th, 2022 Meeting Minutes

F. UNFINISHED BUSINESS

G. NEW BUSINESS

2. FY24 Marine Passenger Fee Request
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO RECOMMEND THE BOARD FORWARD THE LIST OF PROPOSED FY24 MARINE PASSENGER FEES AS PRESENTED.

3. Six Year Capital Improvement Plan (CIP) Submittal
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO RECOMMEND THE BOARD FORWARD THE SIX YEAR CAPITAL IMPROVEMENT PROJECT (CIP) LIST AS PRESENTED.

4. Resolution in Support of Homeporting a Coast Guard Icebreaker in Juneau
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO RECOMMEND THE ASSEMBLY ADOPT A RESOLUTION IN SUPPORT OF HOMEPORTING A COAST GUARD ICEBREAKER IN JUNEAU.

- [5.](#) Revenue Bond for Load Tap Changer (LTC) Transformers in support of Dock Electrification
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

**MOTION: TO RECOMMEND THE BOARD FORWARD THE REQUEST FOR A \$5M REVENUE BOND TO
PROCURE LONG LEAD ITEMS NECESSARY FOR CBJ DOCK ELECTRIFICATION.**

H. ITEMS FOR INFORMATION/DISCUSSION

- [6.](#) Harbor Rate Study – Strategic Retreat Update
Presentation by Board Vice Chair

Committee Discussion/Public Comment

- [7.](#) UAS Property Conveyance - Update
Presentation by Port Director

Committee Discussion/Public Comment

- [8.](#) Tourism Potpourri (McKinley Group Survey, Title 85)
Presentation by CBJ Tourism Manager

Committee Discussion/Public Comment

- [9.](#) Proposed ByLaw Changes
Presentation by Board Member Paul Grant

Committee Discussion/Public Comment

- [10.](#) CDD Request for Agency Review - Hansen/Gress Property
Presentation by Port Director

Committee Discussion/Public Comment

I. STAFF, COMMITTEE AND MEMBER REPORTS

J. BOARD ADMINISTRATIVE MATTERS

K. 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 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.org.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES

For Wednesday, November 9th, 2022

Port Office and Via Zoom Meeting

A. Call to Order – Mr. Ridgway called the meeting to order at 5:20 p.m. in the Port Office Conference Room and via Zoom. [The meeting start time was delayed and moved from CBJ Room 224 due to technical issues.]

B. Roll Call – The following members attended in the Port Office Conference Room: Lacey Derr, Don Etheridge, Paul Grant, Debbie Hart, David Larkin and Mark Ridgway.

Absent – James Becker, Matthew Leither and Annette Smith.

Staff Present – Carl Uchtyl – Port Director; Matthew Creswell – Harbormaster; Jeremy Norbryhn – Deputy Harbormaster; Teena Larson – Administrative Officer; Kevin Dugan – Port Operations Supervisor; and, Nichole Benedict – Administrative Assistant.

C. Port Director Request for agenda changes – Mr. Uchtyl had no changes.

MOTION By MR. LARKIN: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

D. Public Participation on Non-Agenda Items

Kirby Day – Juneau, Alaska

Mr. Day spoke about the SEAK AMSC Committee meeting earlier that day. The United States Coast Guard (USCG) was present and the main topic was Port security. He spoke about facial recognition and the dual identification process. The Seabourn Cruiseline ships will have access to facial recognition software next year.

E. Approval of Minutes

1. October 19th, 2022 Meeting Minutes – Hearing no objection, the October 19th, 2022 minutes were approved as presented.

F. Consent Agenda – None

G. Unfinished Business

2. Legislative Priority List

Mr. Uchtyl said the Legislative Priorities List starts on page sixteen of the packet. He reviewed the ranking by the Board and staff. He noted only six of the nine Board members participated in the ranking.

Committee Questions – None

Public Comment – None

Committee Discussion/Action

Mr. Grant said the Board and staff ranked these projects very similarly. He noted the new Aurora office building was the only project staff ranked much higher than the Board.

Mr. Ridgway said he liked the process; it went well and was very clear.

MOTION By MR. ETHERIDGE: TO RECOMMEND THE BOARD APPROVE THE PRIORITY LIST AS PRESENTED AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

H. New Business

3. Assembly Authority for Negotiated Land Sale

Mr. Uchtyl spoke about the memo on page eighteen in the packet. Goldbelt would like to demolish the current Seadrome Building and enter into a land swap with Docks & Harbors. Mr. Uchtyl would like to work with Horan & Company to get the lot appraised so the land swap would be a no-cost transfer. Docks & Harbors and Goldbelt are the only landowners in this area and Mr. Uchtyl thought it made perfect sense to negotiate directly with Goldbelt.

Committee Questions

Ms. Derr said she attended the Assembly Committee of the Whole meeting where Huna-Totem gave a presentation on their waterfront plan. She is concerned there are two huge buildings proposed within a hundred yards of each other with nearly identical priorities. Ms. Derr wants to make sure Docks & Harbors is not getting in the middle of two corporations competing on similar projects.

Mr. Uchtyl said Huna-Totem and Goldbelt partner on many projects and he does not anticipate a problem. He feels the role of Docks & Harbors is to facilitate this ask. They want to improve the building they currently have.

Mr. Ridgway wanted to know if Docks & Harbors had entered into any negotiations yet.

Mr. Uchtyl said he has a relationship with Goldbelt and Horan & Company. We will need permission from the Assembly before we can move to a purchase agreement.

Mr. Grant asked about the Hansen-Gress land request and if this motion resumes negotiations by Docks & Harbors. He was under the impression the request was currently with the Assembly.

Mr. Uchtyl said the request has gone through the Lands Management Division and they have taken the lead on it. This will probably come back to us at some point to make sure the request is the will of the Board.

Mr. Ridgway said he was surprised by the devaluation of the Hansen-Gress property. Mr. Grant asked if there was a chance Goldbelt would be willing to buy the land instead of swapping.

Mr. Uchytel said he has not had that discussion with Goldbelt. This Board has previously been against selling property. Mr. Uchytel thinks we could lease the land we own to Goldbelt for parking. That lease could create a revenue stream. Goldbelt would also be willing to keep the Port Director's office in the new building.

Mr. Ridgway said he is glad this will come back to the Board because he has significant reservations with the current plan.

Mr. Uchytel said the patchwork division of land shown on page twenty does not benefit either entities. He does not think Docks & Harbors will have the finances to do anything else with the property.

Public Comment – None

Committee Discussion/Action

MOTION By MS. DERR: TO RECOMMEND THE ASSEMBLY AUTHORIZE DIRECT NEGOTIATIONS WITH GOLDBELT IN ACCORDANCE WITH 53.09.260 FOR A POTENTIAL LAND EXCHANGE AT THE SEADROME PROPERTY AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

I. Items for Information/Discussion

4. Auke Bay Speed Restrictions Request Update

Mr. Norbryhn said there has not been movement on this since we last spoke. There is an email chain on page twenty-one of the packet. We would need to request a Private Aid to Navigation Permit from the state of Alaska. It might also be a federal wake zone. There does not seem to be enough data showing collisions, allision and damage to justify the request.

Committee Discussion

Mr. Grant asked what problem we are trying to solve.

Mr. Ridgway said this issue has been before the Board many times. The Board has been in communication with the City Attorney and this is clearly not in our jurisdiction. Mr. Ridgway asked if we collect data regarding damage or complaints about vessel speeds outside of Statter Harbor. He also asked if Tourism Best Management Practices (TBMP) keeps data on complaints.

Mr. Larkin said it is clear this Board does not have jurisdiction over the issue and we should forward complaints to the USCG.

Mr. Etheridge said he is worried we would be required to do the enforcement and it would take two staff and a boat. We also have no way to determine the speed of vessels.

Mr. Ridgway said we have heard many complaints over the years. He feels the Board did its due diligence by checking with our Law Department and the USCG.

Mr. Grant said he is not happy the Board's response will be there is nothing we can do about it.

Ms. Derr said the Board has received plenty of feedback this is not in our jurisdiction. If a Board member would like to challenge that, she recommends they take it on as an individual project and can report findings back to the Board later.

Mr. Larkin said to move the buoy would require a federal permit. He also said slowing down the vessels could affect tour schedules and timing. He feels we do not have the authority to change the speed limits and suggests all complaints go to the USCG.

Mr. Grant said he would like to find a solution.

Public Comment

Kirby Day – Juneau, Alaska

Mr. Day said the discussion was initiated by TBMP. TBMP receives many complaints regarding the wakes from vessels that wait until just before the buoy to slow down. There are three people that complain and have had damage done to their private docks. He suggested TBMP and Docks & Harbors remind vessel owners about the adverse effect on private docks near Statter Harbor when they wait until the last second to slow down. TBMP does record complaints and in 2022, fifteen complaints were filed against whale watching vessels. Most of the complaints were regarding speed and wake issues. Mr. Day remembers a few years back when a petition went around complaining about Statter Harbor wake issues. The petition received over 100 signatures. Mr. Day said this has been a top priority over the last few years and he would be happy to work with everyone to find a solution.

5. Board Retreat

Ms. Derr said the doodle pole showed December 7th and 8th as the best days for the retreat. She has the retreat scheduled those days from 5:00-8:00 p.m. She is working with Mr. Etheridge on the agenda. The main topic will be the rate study and possible rate increases.

Public Comment – None

Committee Discussion – None

6. National Register of Historic Places – Aurora/Harris (not eligible)

Mr. Uchytel wanted to memorialize the documents starting on page twenty-four of the packet. The U.S. Army Corps of Engineers evaluated the Aurora Harbor and Harris Harbor dredging project to see if it qualified as a National Register of Historic Places. The project was not eligible.

Committee Discussion – None

Public Comment – None

7. CBJ Budget Process Calendar

Mr. Uchytel said he wanted the Committee to be aware he is starting the budget process. Ms. Larson will get the packet from the Finance Department in mid-December. The Finance Department will want the Board to approve the budget by January 27, 2022. Mr. Uchytel asked if members would like to add Operations/Planning Committee and Board meetings at the beginning of January to discuss the budget.

Ms. Larson said Docks & Harbors will get a new Controller this year to help go through the budget process.

Mr. Uchytel said there has been a huge amount of turnover in the Finance Department. We do not know who will be assigned to the Docks & Harbors Enterprises.

Committee Discussion

Mr. Etheridge asked if we are foreseeing any large changes in the budget compared to last year.

Mr. Uchytel said this is the second year of the biannual budget. He does not foresee any large interdepartmental changes.

Public Comment – None

8. Waterfront Project Manager Coordination needs with Private and Federal Partners.

Mr. Ridgway spoke about page seventy-eight in the packet and the waterfront improvement plans.

Committee Discussion

Mr. Ridgway asked if we could get a project manager to help coordinate these multiple waterfront plans.

Mr. Uchytel said it is public knowledge the USCG is evaluating adding more assets in Alaska. He does not think CBJ will allocate funds for a project manager but they might be willing to use some of the revenue from Marine Passenger Fees. Mr. Uchytel said the Board could add an employee if it is within the budget. He is cautious about growing the staff because one staff member costs \$100k per year.

Mr. Grant asked if CBJ would be willing to let us use an engineering liaison from their staff.

Mr. Uchytel said we could always ask. CBJ Engineering is currently short staffed and not taking on new projects.

Ms. Derr said it would be great if we could use Marine Passenger Fees. She does not think Docks & Harbors can afford to staff the position.

Mr. Etheridge said the Board would need to meet with the Assembly. The Assembly has taken action to remove the authority from the Board regarding this waterfront plan.

Public Comment – None

J. Staff and Member Reports

Ms. Derr said the Lands Committee is hearing a dispute over a sliver of land between two private landowners in Auke Bay. Both landowners applied for ownership of the land. Ms. Derr also drafted a letter for the Statter Harbor live-a-board community about impending storms and creating a live-a-board association.

Mr. Uchytel said the ten-foot wide sliver of land is currently owned by Parks and Recreation.

Mr. Grant said he would be willing to continue to work on the bylaw project. Mr. Etheridge said he would also be willing to work on the bylaw project.

Port Director Report

- The USS JUNEAU memorial is planned for Sunday, November 12th to commemorate the 80th anniversary of the sinking. The Governor will attend and give a speech.
- Mr. Uchytel is working on a memo to the Assembly on the previous year's operations. It will be included in the next Board meeting agenda.
- Docks & Harbors was unsuccessful in obtaining a MARAD grant this year.
- We received our allotment of the Raw Fish Tax for 2021. Our portion was \$463K and we budgeted for \$350K.

K. Harbormaster Report

- Staff is continuing to work on the derelict vehicle problem.
- All winterization is complete for the harbors. All snow removal equipment is operational.
- Mr. Norbryhn sent out an email to the live-a-board members in Statter Harbor per Ms. Derr's request.
- The large bathroom at Harris Harbor will be locked from 11 p.m. to 5:00 a.m. due to continued vandalism. Key fobs will no longer work during that time.

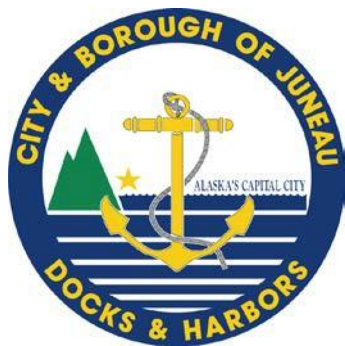
L. Board Administrative Matters

- The next Operations/Planning meeting is Wednesday December 21st, 2022 at 5:00 p.m.
- The Regular Board meeting is Thursday, November 17th, 2022 at 5:00 p.m.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
For Wednesday, November 9th, 2022

Section E, Item 1.

M. Adjournment – The meeting adjourned at 6:57 p.m.



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: Carl Uchytel, P.E.
Port Director

To: Alexandra Pierce
Tourism Manager

Via: Docks & Harbors Board

Date: December 30th, 2022

Re: FY 2024 Marine Passenger Fee (MPF) Request

1. Attached for your consideration is a list of FY24 Marine Passenger Fee requests from Docks & Harbors. This list was discussed by the Docks & Harbors Operations-Planning Committee at its December 21th and approved at its December 29th, 2022 regular board meeting.
2. Docks & Harbors is very appreciative of the financial support received from the Assembly thorough this process. FY22 ended with strong cruise ship activity; however, the Docks Enterprise did transfer \$130,000 from the fund balance to meet necessary expenditures. Please know that the MPF generously provided to the Docks Enterprise provides approximately one-third of all revenue collected. With Docks fees largely unchanged since 2007, MPF has increasingly become more important to the financial health of this Enterprise.
3. Please contact me should you have questions at 586-0282.

#

Encl: (1) FY24 Docks & Harbors Marine Passenger Fee Request

Copy: City Manager
Parks & Recreation
Finance Department

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Area Wide Port Operations

Descriptions: CBJ's cruise ship docks and associated infrastructure are run as an enterprise fund established by local ordinance. All expenses and revenues associated with operating and maintaining CBJ's cruise ship docks and associated infrastructure are accounted within this fund. The CBJ Assembly has placed these assets under the responsibility of the Docks and Harbors Board. CBJ Ordinance Title 85 requires the Board to be self-supporting, generating revenues sufficient to meet the operating costs of the docks enterprise. The Board has established a number of fees to generate revenues from users of the assets. The Board has calibrated these fees to assure the overall revenue generated by the enterprise equals the overall cost of running the enterprise.

Many of the uplands assets are used by entities which it is not possible, feasible, or acceptable to charge fees. As a result, users paying fees are subsidizing users that do not pay fees. The services provided to these users are area wide in nature benefiting the general public and cruise ship passengers of private docks. As part of this fee request, the Board identified services that are area wide in nature.

Board identified the following services:

1. Year round maintenance and monitoring of Marine Park.
2. Maintenance and operation of public parking at the Columbia Lot and seasonal public parking at the Steamship Wharf Plaza and the Visitor's Center Lot.
3. Maintenance and operation of unrestricted pedestrian access along the waterfront at the public docks.
4. Year round maintenance and monitoring of Peratrovich Plaza.
5. Costs associated with landscape maintenance services throughout the Downtown Waterfront.
6. Providing area wide port security. Of note are new Coast Guard requirements to validate credentials of passengers and crew returning to the cruise ships. New security structures will provide greater efficiencies but the resultant will be greater staff responsibilities to meet facilities security plans. [Note an additional \$300K MPF request for "Port of Call" access control is included in this year's request.]
7. Billing and collecting CBJ area wide fees for all docks.
8. Maintenance & repairs of Visitor's Kiosk.

The Board reviewed its FY22 budget and apportioned expenses associated with these services. Based on its review, it estimates that about 20% of the annual docks budget is attributable to area wide services.

Marine Passenger Fee Funds Requested (FY23): \$275,000

Benefits: This approach is supported by the cruise ship industry since it is more equitable than raising dockage fees, although Docks & Harbors is considering fee increases. This approach meets the intent of the marine passenger fee since the services benefit all cruise ship passengers, not just the passengers at the public docks. This approach allows the Docks and Harbors Board to direct part of the dock lease revenues to the much needed rebuild effort of the small boat harbors reducing the need for fee increases at the harbors.

Maintenance and Operation Responsibility: CBJ is responsible for all ongoing maintenance and operating expenses and will use local Docks enterprise funds for these expenses.

Project Contact: Teena Larson, Port Admin Officer or Carl Uchtyl, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Port-Customs and Visitor Center Buildings Maintenance Support

Project Descriptions: The Port-Customs and Visitor Center buildings are located on the downtown Juneau waterfront, an area that serves over one million cruise ship passengers each year. Docks and Harbors, an enterprise fund, is responsible for costs associated with operating the Port-Customs and Visitor Center Buildings. Expenses include all utilities (water, sewage, electrical, alarm monitoring) and facility support (parking lot, plaza, snow removal, janitorial and general maintenance). The two buildings comprise approximately 4450 square feet in area. Maintenance costs are estimated at \$2.66 per square foot per month equaling \$142,000.

Marine Passenger Fee Funds Requested (FY23): \$142,000

Project Review: The Port-Customs Building was completed in May 2011 with the Visitor Center completion in June 2012. The project which included the buildings, infill dock construction, covered shelters, landscaping and plaza cost approximately \$9M and was funded with Marine Passenger Fees. The Port-Customs Building is occupied by the US Customs and Border Protection (CBP) and Docks and Harbors staff. CBP claims to be exempt from any costs associated with their operations within a port. The Visitor Center Building is occupied by the Travel Juneau, a non-profit organization for the purpose of supporting cruise passenger inquiries. The Travel Juneau budget does not support maintenance of the building. This leaves the Docks enterprise funds fully exposed to the costs of maintaining and servicing these buildings.

Benefits: By establishing a Port-Customs and Visitor Center Buildings maintenance fund Docks & Harbors can effectively manage and maintain the properties entrusted under their responsibilities. Passenger fees were granted for this purpose in FY2013 through FY2020.

Maintenance and Operation Responsibility: CBJ Docks and Harbors is responsible for all ongoing maintenance and operating expenses of these two buildings and associated upland support facilities.

Project Contact: Matthew Sill, CBJ Port Engineer or Carl Uchtyl, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Safety Rail along Dock Face

Project Descriptions: The project would be located along the downtown Juneau waterfront, an area that services approximately one million cruise ship passengers each year. The project consists of constructing a new guardrail along the face of the existing dock.

Marine Passenger Fee Funds Requested (FY24): \$1,000,000

Project Review: This project would construct a new pedestrian guardrail along the existing dock face from Marine Park to the South Berth approach dock. The existing dock face only features an eighteen inch bullrail at the edge. For pedestrian safety a forty two inch high guard rail would be constructed. The proposed guardrail would be designed in the same character as other guardrails along the Seawalk.

Project Time-Line: This project would begin as soon as funding is allocated. The first step would be to design the guardrail and prepare construction bid documents. Upon award of a contract to the lowest qualified bidder construction would begin. The plan is to have the guardrail installed by spring 2024 provided full funding is obtained.

Maintenance and Operation Responsibility: CBJ is responsible for all ongoing maintenance and operating expenses. Maintenance and operations expenses for the guardrail would be minimal.

Project Contact: Matthew Sill, CBJ Port Engineer or Carl Uchtyl, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

FY2024 ADOPTED BUDGET FOR DOCKS

Descriptions: CBJ's cruise ship docks and associated infrastructure are run as an enterprise fund established by local ordinance. All expenses and revenues associated with operating and maintaining CBJ's cruise ship docks and associated infrastructure are accounted within this fund. The CBJ Assembly has placed these assets under the responsibility of the Docks and Harbors Board. CBJ Ordinance Title 85 requires the Board to be self-supporting, generating revenues sufficient to meet the operating costs of the docks enterprise. An alternative is for the Docks enterprise to be completely funded with Marine Passenger Fees.

Marine Passenger Fee Funds Requested (FY24): \$2,200,000

Benefits: This request places the entire Docks budget under a single funding source.

Maintenance and Operation Responsibility: CBJ is responsible for all ongoing maintenance and operating expenses and will use local Docks enterprise funds for these expenses.

Project Contact: Teena Larson, Administrative Officer or Carl Uchytel, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Additional Personnel for “Port of Call” Access Control

Description:

After two years of cruise ship inactivity due to the pandemic, CY2022 rebounded with 1.2M arriving passengers which was second highest record to 2019. The CY23 schedule calls for an equally busy season for the AS/CT Docks and at the PFO lightering dock. The 2020 Coast Guard requirements described below is a non-funded federal mandate that must met to remain compliant with our approved Federal Security Plan. Docks & Harbors has provided briefings to determining the financial resources necessary to meet this requirement.

On December 18th, 2020 Coast Guard Sector Juneau released a Marine Safety Information Bulletin clarifying the regulatory requirements for Maritime Transportation Security Act (MTSA) regulated facilities which receive large foreign passenger vessels (i.e. cruise ships). The Consolidated Cruise Ship Security final rule, published on March 19th, 2018 defined the differences between a “cruise ship terminal” and a “port of call”. The final rule also prompted a conversation between USCG Sector Juneau and SEAK industry stakeholders, including the Port of Juneau. Previously, SEAK industry stakeholders (including the Port of Juneau) interpreted Title 33, Code of Federal Regulations (CFR), Section 105.255(d)(4) as a list of documents which could serve as personal identification irrespective of criteria in 33 CFR 101.515. As such, facility security personnel (including the Port of Juneau) were allowing individuals with only a vessel boarding pass or room key to gain access to the secure area adjacent to the cruise vessel.

The resultant clarification in the MSIB is that, effective April 1st, 2021, facility security personnel must use a two-prong approach to ensure proper identification and valid purpose:

1. Check the personal identification meeting the criteria in 33 CFR 101.515; and,
2. Confirm the purpose for access by examining at least one document listed in 33 CFR 105.255(d)(4).

Although this may seem like a minor additional task to validate an ID with a boarding pass, we believe the impact will greatly impede the flow of passengers returning to their vessel. The above mentioned two-prong requirement will be similar to what one experiences at an airport TSA checkpoint. The extra time required to ensure each boarding pass matches the government issued ID has the potential to create delays when excess of 1000 passengers/hour attempt to embark their vessels during the waning time in Juneau. Additionally, passengers who do not have government issued ID will need to be escorted by port facility security to the vessel security officer which will only exasperate those waiting in the queuing line.

Marine Passenger Fee Funds Requested (FY24): \$300,000 (14 Part Time Limited Harbor Technicians)

Benefits: By funding an additional 14 PTL Harbor Technicians positions, Docks & Harbors will recruit seasonal employees who will augment the standing Docks security force enabling greater redundancy for properly checking credential in accordance with Coast Guard guidance.

Maintenance and Operation Responsibility: CBJ Docks & Harbors, as the facility manager for the AS and CT Docks, has uplands security requirements required under MTSA regulations.

Project Contact: Matt Creswell, CBJ Harbormaster or Carl Uchytel, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Port of Juneau Harmonization

Description: The geographic area of Juneau Harbor (aka Port of Juneau) is posed for unprecedented capital investment from private, federal and local government interests. It should be a CBJ goal to ensure the entities involved do so collaboratively and with community mindfulness.

- a. Huna-Totem Corporation – has publicly announced plans to develop the NCL deeded property at the Sub-port.
- b. USCG – open source media articles have suggested the Coast Guard is considering Juneau as a potential homeport for a commercially available icebreaker.
- c. Goldbelt Inc. – has approached CBJ to secure property necessary to raze and construct a new Seadrome Building along the waterfront and adjoining to the future Seawalk.
- d. CBJ Small Cruise Ship Infrastructure – Docks & Harbors continues to pursue federal grant funding to expand moorage encourage small US flagged cruise ships to operate out of the downtown port.
- e. CBJ Dock Electrification – Docks & Harbors is actively working with AELP in procuring long lead items and planning efforts to electrify one of the two CBJ owned cruise ship docks in 2026.
- f. CBJ Seawalk & Marine Park – CBJ Engineering and Parks & Recreation are working in concert to expand the existing Seawalk and have recently selected a consultant to re-envision Marine Park.

Each project is with merit including the potential to enhance local economic prosperity and quality of life. However, if each organization executes in a silo, without proper waterfront coordination, it is probable that the sum of the individual projects will be less that what could be accomplished when efforts are synchronized.

Board identified the following services: The desired product is to secure waterfront engineering and planning consulting services to harmonize the individual projects consistent with the vision of the CBJ Assembly. The proposed waterfront consultant would be under the direction of Docks & Harbor in collaboratively working with the businesses/agencies listed above to provide studies, reports, engineering design & services, permitting, third party reviews, consultation with local utilities and presentations to local government officials.

Marine Passenger Fee Funds Requested (FY24): \$1M

Benefits: This approach is a force multiplier to all involved and best aligns the interests of the local community. An example, could be active and influential engagement with the Coast Guard and Huna-Totem for design/planning efforts for Seawalk extension through their respective controlled property. The individual organizations may not be motivated to consider the contiguous vision of a community desired Seawalk. Focused CBJ-led waterfront efforts to bridge the individual interests will pay dividends. Another example could be to leverage the CBJ/AELP partnership to advance the needs of entities requiring significant power requirements. These services could also be used to augment the navigational/environmental study needs most likely required by each of the entities who are contemplating infrastructure investment.

Maintenance and Operation Responsibility: CBJ is responsible for all ongoing maintenance and operating expenses of CBJ owned facilities and will use local Docks enterprise funds or future Marine Passengers Fees for these expenses.

Project Contact: Carl Uchtyl, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

Section G, Item 2.

Purchase of Archipelago Property, LLC Uplands

Description: Purchase the upland property in private ownership adjoining Peratrovich Plaza. This 0.777 acre parcel is owned by Archipelago Property, LLC is assessed at \$9.9M. Docks & Harbors completed the [Marine Park to Taku Dock Urban Design Plan in 2018](#) which provided direction for expanding the use of the along the Juneau waterfront. This plan lead to a sophisticated land swap/sale with the private owner to achieve beneficial use.



Board identified the following: The Marine Park to Taku Dock Urban Design Plan envisioned the *terra firma* property to be developed with private capital for retail purchase. The plan was also a catalyst for identifying a future, undefined waterfront attraction on the wooden deck. The CBJ Manager has identified a project to relocate the Juneau-Douglas City Museum to the waterfront.

Marine Passenger Fee Funds Requested (FY24): \$10M

Benefits: Docks & Harbors believes the best use of the waterfront would be to purchase the uplands and develop the museum along Franklin Street. This would leave Peratrovich Plaza, including the Peratrovich mural, to have view planes protected along the Seawalk and to Juneau Harbor.

Maintenance and Operation Responsibility: As this is request is for property transaction only there is no maintenance and operational costs.

Project Contact: Carl Uchtyl, CBJ Port Director 586-0292.

**CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request**

Section G, Item 2.

Lone Sailor Statue

Description: Alaska Pioneers (Igloo 6) are in the initial planning stages to erect a [Lone Sailor Statue](#) in Juneau. There are currently 17 Lone Sailor Statues around the world. Discussion with the Navy Memorial, which oversee the program, indicates that a sponsor would need to fundraise \$350,000 and provide a suitable location for display. The sailor is 7' 4" tall and made of bronze.



Marine Passenger Fee Funds Requested (FY24): \$100K

Benefits: This is a non-profit civic organization's efforts to bring art and vitality to Juneau. There is a connection to the USS JUNEAU and the Lone Sailor mission. The Lone Sailor is an iconic symbol of the Navy Memorial's mission to *Honor, Recognize, and Celebrate* the men and women of the Sea Services, past, present, and future; and to Inform the public about their service.

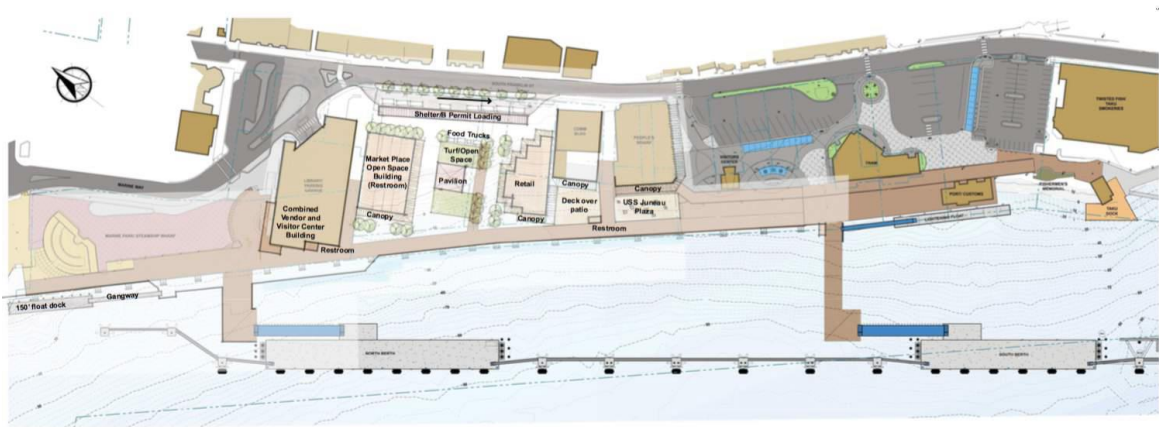
Maintenance and Operation Responsibility: Should a suitable location be found on CBJ property, the appropriate CBJ department could maintain the bronze statue. Else, the sponsoring organization could retain this responsibility.

Project Contact: Carl Uchtyl, CBJ Port Director 586-0292.

CBJ Docks and Harbors Board
FY2024 Marine Passenger Fee Request

USS JUNEAU MEMORIAL - EXPANSION

Description: In the [Marine Park to Taku Dock Urban Design Plan in 2018](#) an option was explored to create a larger and more significant USS JUNEAU memorial along the Seawalk. The USS JUNEAU memorial is currently revered at its location; however, it lacks interpretive information on the Battle of Guadalcanal and the five Sullivan brothers. A well designed memorial could enhance the visitor experience and honor a local namesake.



Taku Dock to Marine Park Urban Design Plan
Option 1



Marine Passenger Fee Funds Requested (FY24): \$3M

Benefits: This project could expand the useable width of the Seawalk, provide an historical educational display and honor those in the sea going services.

Maintenance and Operation Responsibility: CBJ is responsible for all ongoing maintenance and operating expenses of CBJ owned facilities and will use local Docks enterprise funds or future Marine Passengers Fees for these expenses.

Project Contact: Carl Uchtyl, CBJ Port Director 586-0292.

FY 24 CAPITAL IMPROVEMENT PLAN DEPARTMENT PRIORITY PROJECT LIST

Department: Docks & Harbors Date:
 Compiled by: Carl Uchtyl Phone : 586-0294

PRIORITY	PROJECT NAME	PROJECT COST	PROJECT DESCRIPTION	Funding Source (if specific funds are identified) state if unknown	Sustainability Element of Project	PROJECT LOCATION- specific parcel number (parcel viewer), or street segment,	Project Area- DT, LC, Valley, Douglas, ND, Out the road, Area-wide
1	Taku Harbor Maintenance Repairs	\$1,500,000	Replaces existing approach float	2022 1% Sales Tax & Dingel-Johnson Sport Fish	Project calls for replacing existing infrastructure	3R0401010030	Taku Harbor
2	Wayside Park Dredging	\$750,000	Maintenance Dredging under community fishing float near DIPAC	2022 1% Sale Tax	Project is to maintain existing infrastructure through maintenance dredging.	7B0901030035	DT
3	Cruise Ship Dock Safety Railing	\$1,200,000	Install safety railing along cruise ship dock face from Marine Park to CT Dock	Marine Passenger Fees/Dock Enterprise Fund Balance	Potential safety liability	1C070K830010	DT
4	Aurora Harbor Office Replacement	\$1,500,000	Recapitalization of existing harbor office	2022 1% Sales Tax & Harbor Enterprise Fund Balance	Existing facility was a converted garage and is well past useful life	1C020K010021	DT
5	Cost Share w/ACOE - Statter Breakwater Feasibility Study	\$500,000	Recapitalization of existing breakwater requires the US Army Corps of Engineers to complete a feasibility study which half of the study funds must come from local sponsors.	unknown	Existing breakwater is approaching 40 years and is in need of replacement.	4B2301050120	Out the Road
6	Procurement of two LTC Transformers (CT & AS Docks)	\$5,000,000	Long lead procurement for cruise ship dock electrification project.	Proposed Revenue Bond	Necessary equipment to provide shore power to the CBI owned cruise ship docks.	1C070K830010	DT
				unknown			
				unknown			
				unknown			
				unknown			
				unknown			
				unknown			
				unknown			

TOTAL REQUEST \$10,450,000

please use the second tab to fill out your 6-year plan and be sure to also include the projects from FY24

DEPARTMENT CAPITAL IMPROVEMENT PLAN 6 YEAR PRIORITIES

Department: Docks & Harbors

Date: _____

Compiled by: Carl UchytelPhone number: 586-0294

estimated project cost (nearest thousand dollars)

Project	Priority	FY24	FY25	FY26	FY27	FY28	Future
Taku Harbor Maintenance Repairs	1	\$1,500,000					
Wayside Park Dredging	2	\$750,000					
Cruise Ship Dock Safety Railing (Docks Enterprise)	3	\$1,200,000					
Aurora Harbor Office Replacement	4	\$1,500,000					
Cost Share w/ACOE - Statter Breakwater Feasibility Study	5	\$500,000					
Procurement of two LTC Transformers (CT/AS Docks)	6	\$5,000,000					
Shore Power at Cruise Ship Berth (Docks Enterprise)	7		\$20,000,000				
NOAA Dock Acquisition (Docks Enterprise)	8		\$3,000,000				
Aurora Harbor Phase IV	9		\$6,000,000				
Deck Over People's Wharf/USS JUNEAU Memorial (Docks)	10		\$4,500,000				
Small Cruise Ship Infrastructure (Docks Enterprise)	11			\$25,000,000			
North Douglas Boat Ramp Improvements	12			\$5,000,000			
Statter Harbor Passenger for Hire Phase IIID - Paving	13			\$3,300,000			
Douglas Harbor Uplands Improvements & Bathrooms	14			\$5,000,000			
Juneau Fisheries Terminal	15						\$25,000,000
Downtown Lightering Float Replacement	16						\$650,000
Statter Harbor Shop/Garage/Storage Facility	17						\$1,500,000
Aurora Harbor Dredging - Tug Slips	18						\$350,000
Auke Bay Net Repair Float	19						\$500,000
Auke Bay Non-Motorized Coastal Transportation Link	20						\$12,500,000
Fish Sales Facility - Harris Harbor	21						\$1,000,000
	22						
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Totals: \$10,450,000 \$33,500,000 \$38,300,000 \$0 \$0 \$41,500,000



RESOLUTION 30xx

A RESOLUTION OF THE CITY & BOROUGH OF JUNEAU SUPPORTING THE HOMEPORTING OF A COAST GUARD ICEBREAKER IN JUNEAU.

Whereas, the United States of America is an Arctic Nation, if not for Alaska; and

Whereas, the Alaska Congressional Delegation led by Senator Sullivan has recognized the dearth of US flagged icebreakers and has proposed to close this Arctic operational capability gap by homeporting US Coast Guard assets to the 49th State; and

Whereas, Policy 5.3 of the Comprehensive Plan of the City & Borough of Juneau calls “to work cooperatively with federal agencies to ensure that existing jobs stay in Juneau, and that agencies have access to the facilities and infrastructure required to support their mission in Juneau”; and

Whereas, Juneau has a demonstratively proven legacy support to the Coast Guard, and, in particular, proud to have provided a homeport to the USCG Cutter STORIS, USCGC PLANETREE, USCGC CAPE CARTER, USCGC LIBERTY and now the USCGC REEF SHARK; and

Whereas, Juneau as a maritime community is optimally situated in Southeast Alaska on Tlingit indigenous lands with reliable transportation modes; home to a regional hub for healthcare and home to the University of Alaska – Southeast campus; ample well-paying job opportunities; strong culture in the arts & humanities, and scores of outdoor recreation leading to a high quality of life; and

Whereas, Alaska’s Capital city is the host community for 300 Coast Guard personnel including the Coast Guard District 17th Commander as well as other federal agencies which would be synergistic to the needs of an Alaskan-based icebreaker.

Whereas, the City and Borough of Juneau has the capacity to meet the future business and amenities needs to support a larger Coast Guard footprint; and

Now therefore be it resolved that the City and Borough of Juneau Assembly welcomes the opportunity to support the US Coast Guard and the Alaska Congressional Delegation goal to expand Arctic capabilities by homeporting an icebreaker in Juneau.

Beth Weldon, Mayor

ATTEST:

Elizabeth McEwen

DRAFT



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: Carl J. Uchytel
Port Director

To: Assembly Finance Committee

Thru: (1) Docks & Harbor Board
(2) Finance Director
(3) City Manager

Date: December 16th, 2022

Re: REVENUE BOND REQUEST – CBJ DOCK ELECTRIFICATION

1. In the August 4th memo to the Assembly, a recommendation included pursuit of the CBJ docks electrification without specifying a single funding source. The memo referenced Resolution 2975(b) which appropriated \$2.64M from the State Marine Passenger fees to the Dock Electrification CIP. In November 2022, CBJ and AELP entered into a MOA for the procurement and installation of a load tap changer (LTC) transformer to replace the South Franklin Dock substation, which is a required precursor for construction at the CBJ owned docks at Alaska Steamship and Cruise Ship Terminal. Stated in the August 4th memo and again validated by AELP, the lead time to acquire the LTC transformers is upwards of three years.
2. Docks & Harbors applies for federal grant funding for dock electrification. We have been unsuccessful in the US DOT RAISE (Rebuilding America Infrastructure with Sustainability & Equity) grant in FY21 and in FY22 as well as the MARAD PIDP (Port Infrastructure Development Program) grant in FY22. The next deadline opportunity for submitting the FY23 RAISE is February 28th. The proposed language in the FY23 PIDP is not favorable for CBJ to submit a competitive grant application for dock electrification. The IRA (Inflation Reduction Act) does contain an EPA program aimed at reducing emissions at US ports. The NOFO (Notice of Funding Opportunity) for this program has not yet been promulgated.
3. Notwithstanding the pursuit of federal funding, CBJ does have resources available to advance the Assembly goal for CBJ dock electrification *post haste*. The August 4th memo outlined and recommended selling revenue bonds in January 2023 as a strategy to cash flow the project. However, because of the long lead items and the anticipated high rate of interest due to a volatile securities market, it is recommended that only \$5M in revenue bonds be sold at this time (vice the \$20M outlined in the memo). This will enable CBJ to procure the long lead LTC transformers necessary for installation in support of the AS and CT Docks.
4. **I request that the Assembly approve the selling of \$5M in revenue bonds to facilitate the procurement and installation of two LTC transformers for the CBJ owned docks.** Furthermore, I request that the repayment of the revenue bonds be made from the Port Development Fee (currently \$3 per cruise ship passenger). The Port Development fund balance is fiscally stable and the use of this funding mechanism is appropriate for this purpose. Within the next three years, unless we are successful with federal grants or other funding opportunities arise, another request for revenue bonds will be made to the Assembly for Alaska Steamship Dock construction.

#

Enclosure: CBJ Dock Electrification Memo dated August 4th, 2022



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: *Carl J. Uchytel*
Port Director

To: City & Borough Assembly

Via: (1) Docks & Harbors Board
(2) City Manager

Date: August 4th, 2022

Re: CBJ DOCK ELECTRIFICATION

1. Docks & Harbors has completed a thorough review of the design efforts necessary to electrify the two CBJ owned cruise ship docks. The enclosed report revalidates the 2016 Shore Tie Power Feasibility Study, advances design options and provides cost estimates to add electrical service to the Cruise Ship Terminal (CT) Dock and the Alaska Steamship (AS) Dock. Significant consultation with the local electrical utility company (AELP) along with other Juneau partners, stakeholders and community members have provided input leading to a proposed way forward included in this memo.
2. At its May 16th, 2022 meeting, the Assembly provided direction to pursue an initiative referred to as the Alaska, British Columbia, and Washington Maritime Green Corridor. This collaborative effort, led by ports, industry, governments, and non-governmental organizations, will explore a maritime green corridor aimed at accelerating the deployment of zero emission ships and operations in the Pacific Northwest. Advancing the CBJ plans to expand shore power to visiting cruise ships would segue appropriately into the Green Corridor stated goal of net-zero emissions by 2050.
3. In providing context to years of efforts to develop the waterfront including community planning goals and milestones, the following is offered:
 - 2001 Franklin Street Dock commissioning of electrical shore-side power
 - 2004 Adoption of the Long Range Waterfront Plan (LRWP)
 - 2010 Adoption of Resolution 2542 approving CBJ Cruise Ship Design Concept (aka 16B)
 - 2011 Adoption of Resolution 2593 approving Juneau Climate Action & Implementation Plan
 - 2013 Adoption of Ordinance 2013-26 Comprehensive Plan of the City & Borough of Juneau
 - 2015 Award of \$54M Cruise Ship Docks Improvement Project
 - 2016 Completion & commissioning of Cruise Ship Terminal Dock
 - 2016 Cruise Ship Berths Shore Tie Power Study Feasibility Report
 - 2017 Completion & commissioning of Alaska Steamship Dock
 - 2018 Adoption of Resolution 2808 approving Juneau Renewable Energy Strategy
 - 2022 Completion of Juneau Cruise Ship Dock Electrification Study

With the exception of the 2004 LRWP, which is silent on cruise ship shore power, numerous sustainability plans noted above have identified a community priority to reduce cruise ship emissions. The iterative process in planning, designing and construction of the new CBJ owned cruise ship docks resulted in the installation of conduit under Franklin Street and electrical vaults pierside. These elements were purposely deployed to facilitate future construction without impacting the street and to ease the installation of copper conductors from proposed hillside locations. Since construction at the CT and AS Docks, the execution of dock electrification has been limited by local funding, concurrence of sufficient power from the power utility, and vessel limitations to receiving shore power. In conducting enclosed study, it appears there is an alignment of commitment from CBJ, AELP and CLIA-Alaska with investing in electrical shore-power infrastructure in the Port of Juneau.

4. One significant revelation from the study includes (page 43):

Based upon historical precipitation existing hydroelectric generating capacity, and electrical demand, AEL&P projects they will be capable of offering electrical energy to the CBJ cruise ship docks only 25% of the time it is requested. It is expected this will improve over time as the firm load increases, requiring the construction of additional hydroelectric power plants. Such construction will likely facilitate additional capacity for interruptible loads.

This information is flagged not to dissuade moving forward with dock electrification but only to manage expectations that shore power connections for cruise vessels is reliant upon several systems working together to successfully execute. As an aside, in consulting with AELP, the reservoir water levels have been sufficient that they could provide power to both AS and CT Docks for the 2022 season.

5. With support provided by Juneau Commission on Sustainability (JCOS), Docks & Harbors has submitted several grant applications to secure federal funding for docks electrification. Each of the submitted grant applications was for \$25M with a commitment from the Assembly that \$4.9M would be local match. Those grants include:
- \$25M FY21 RAISE (Rebuilding American Infrastructure with Sustainability & Equity) – submitted in July 2021 was informed in January 2022 that we were unsuccessful;
 - \$25M FY22 RAISE (Rebuilding American Infrastructure with Sustainability & Equity) – submitted in April 2022 with an anticipation of notice of awards in October 2022;
 - \$25M FY22 PIDP (Port Infrastructure Development Program) – submitted in May 2022 with an anticipation of notice of awards in October 2022

As part of the IIJA (Infrastructure Investment & Jobs Acts), the Biden Administration has provided numerous, but highly, competitive federal grants. Docks & Harbors, working with our federal lobbyists, evaluates each grant as an opportunity to meet Juneau’s waterfront needs. It is important to note that federal grants are typically very prescriptive in what projects can be considered. For example, early versions of the FY22 PIDP Notice of Funding Opportunity (NOFO) only allowed “freight ports” to apply. Our Congressional Delegation was able to secure a language change enabling a “passenger port” to apply; however, most likely this variance will not be available for the Port of Juneau in future NOFOs. It is also plausible that the recently announced “Inflation Reduction Act” as part of the draft Senate’s Reconciliation bill would provide additional opportunities for port electrification funding but our success would still be speculative for planning purposes.

6. Resolution 2975(b), which includes the FY23 CIP priorities, provides \$2.64M for Dock Electrification leveraging State Marine Passenger Fees. Under this appropriation, we propose \$1.64M to fund a new transformer with an integral Load Tap Changer (LTC) at the South Franklin Dock (SFD) substation. The lack of an LTC on the transformer at the SFD substation will make it virtually impossible to successfully provide shore power at additional docks in Juneau. Refreshing the 20-year old equipment with current technology will significantly improve the flexibility of the SFD substation to meet the voltage levels required by the cruise ships and ultimately allow cruise ships which are currently connecting to be on shore power for a longer period of time. Unfortunately, LTC transformers are long lead items and the estimated timeline to procure is approximately three years.
7. Docks & Harbors recommends the Assembly adopt a plan to facilitate future dock electrification grant applications, but commit to moving forward using locally controlled passenger fees to fund one CBJ-owned dock. The analysis

of cruise vessel use and the historic review of available power from the utility would suggest that electrifying the AS Dock would support the short term goals of the community. Committing to local funding of one CBJ-owned dock will streamline the construction process, allow for fiscal planning while continuing to seek outside grants, provide for other waterfront priorities and incrementally encourage the cruise industry to transition all vessels to be capable of accepting shore power. The following schedule is proposed:

- a. November 2022 – Docks & Harbors executes contract agreement with AELP to secure new LTC transformer for South Franklin Street substation;
 - b. January 2023 - CBJ Finance Department secures \$20M in Revenue Bonds for Docks Electrification Phase I (dubbed AS+) which would provide two LTC transformers for each of the CBJ Docks but would only make ready the AS Dock for ship connection;
 - c. January 2024 – Award Alternative Procurement Method contract (i.e. Design-Build) to connect from the AELP provided uplands substation and installation of: conductors, new power deployment float at AS Dock, switchgear on the power deployment floats, submarine cable to the power deployment floats;
 - d. Fall 2025 – AELP receives new LTC transformer and installs for 2026 cruise season at the SFD;
 - e. January 2026 – CBJ receives two new LTC transformers for AELP installation
 - f. Summer 2026 – Alaska Steamship Dock on-line to provide shore power to available cruise vessels.
8. Throughout the above timeframe, Docks & Harbors will continue to seek grant funding for CT Dock electrification. If these efforts are unsuccessful other financing options will be considered once the AS Dock is complete. The existing bond debt which funded the new CBJ owned cruise ship docks, Seawalk expansion, the parking lot uplands is currently \$18.2M, with \$2.0M of dedicated Port Development Fee on an annual basis. The largest portion of this debt will be retired in 2035, and a remaining smaller portion will be retired in 2039. It is reasonable to assume the \$20M of new revenue bonds proposed in CY23 can be assumed in the existing fiscal environment. Fees associated with connecting cruise ships to the improved infrastructure will be addressed outside this memo.
9. Although there are many details to resolve in the near term, the consensus is that shore power connection at the City owned docks can proceed in appropriate manner with direction to pursue local funding from committed future passenger fees.

Recommendations:

- A. Direct purchase of Load Tap Changer Transformer for use by South Franklin Dock.
- B. Approve project scope and schedule.
- C. Request preparation of Revenue Bond.

#

Encl: 2022 Juneau Cruise Ship Dock Electrification Study



Port of Juneau – Docks & Harbors Rate Setting Project

City and Borough of Juneau

September 1, 2022

Executive Summary

The City and Borough of Juneau Docks and Harbors (D&H)¹ contracted HDR Engineering Inc. (HDR) to conduct a study of the D&H enterprise's rate fee structure and on the impact of any potential rate changes to D&H stakeholders.

Key findings include:

- Stakeholders are not likely sensitive to modest changes in rates.
- Based on anecdotal information provided by stakeholders selected by D&H, overall Rates are a small fraction of users' overall costs
- The use of the consumer price index for rate indexing should be re-assessed. Wage rates, which represent about one half of D&H expenditures, have greatly outpaced CPI over the last decade. The current indexation may be inadequate to keep up with cost pressures for D&H.
- To ensure alignment with the established rate setting principles, D&H's rates should be increased to ensure D&H assets are maintained in a state of good repair. Existing reserve balances are inadequate to maintain these assets.
- The magnitude of the required rate increases is dependent on D&H's future capital program for expansion / new assets. The greater the capital requirements, the higher the rate increase.
- Docks and Harbors should maintain a replacement reserve analysis and forward-looking capital plan to determine the degree to which Funds balances and rates are sufficient to deal with ongoing maintenance and future capital investment requirements.
- Future increases would be tied to any needs identified by the ongoing replacement reserve analysis plus reflect any investments in new assets.
- Based on the replacement reserve analysis conducted through this study, current D&H funding is insufficient to maintain assets in a state of good repair.
- The funding gap could be narrowed or eliminated in at least two different ways:
 1. Additional funding from CBJ.
 2. Increasing rates – D&H rates would have to increase about 9 percent to eliminate the gap.
 3. Some combination of the above.
- Overall Rates are a small fraction of users' overall costs which suggests a 9 percent rate increase could be obtained without any deleterious user impacts.

¹ D&H will be used in this report

1

Introduction & Purpose

The City and Borough of Juneau Docks and Harbors (D&H) is an Assembly administered Enterprise that serves recreational users, commercial fishers, commercial charter operators, live-aboard vessels, commercial boat yard use, and cruise ship passengers and crews. D&H oversees several harbors and the two downtown cruise berths.

The Docks enterprise oversees the cruise ship terminal docks. The primary stakeholders are the cruise lines that visit Juneau. The Harbors enterprise is responsible for several harbors used by commercial, recreational, and live-aboard vessel owners. These include Douglas Harbor, Harris Harbor, Aurora Harbor, and Statter Harbor. Users at these harbors include recreational vessels, commercial fishing vessels, and live-aboard vessel owners. Charter operators also use Statter Harbor, Auke Bay, and the downtown facilities. Harbor enterprise assets also includes launch ramps for vessels, parking, and other revenue generating assets.

D&H contracted HDR Engineering Inc. (HDR) to conduct a study of D&H Enterprise's rate fee structure. The current rates cover the full range of services, including permits (e.g., loading permits and tour sales permits), dockage, port maintenance, port development, moorage, passenger, and several other fees. D&H receives little support from other sources (e.g., state) so the revenue from these rates needs to cover current operating expenses as well as future capital expenditures. D&H faces a potential revenue shortfall as costs have increased in recent years and assets need to be maintained in a state of good repair in future years. Consequently, D&H will need to explore both mitigating expenditures and augmenting revenues.

As part of this effort, HDR considered both cost-based (i.e., based on costs of providing services) and market-based approaches. The latter includes both looking at market comparable metrics, as well as marked demand-based approaches (e.g., increasing rates in cases where demand outstrips supply). HDR performed the following services.

- Conducted a thorough review of applicable documents related to current tariffs, facilities, users, and D&H budget.
- Facilitated stakeholder outreach to tenants, key stakeholders, and other user groups. Meetings provided insights to sensitivity to rate changes and the potential effects of those changes on usage. Meetings also provided information for later tasks such as the tariff review and proposed harbor rate schedule.
- Review of D&H's current tariff structure with an emphasis on potential pricing anomalies and rates creating potential market distortions.
- Developed a rate methodology for proposed types of adjustments to rates to address revenue objectives to recoup costs (operating and future capital projects to maintain assets in a state of good repair and for any improvements). Per discussions with D&H, HDR was to focus on the largest revenue generating user categories, generally those revenue sources that accounted for about 80 percent of total revenues.
- The rate methodology is founded on a "replacement reserve" type of analysis to identify the level of annual cashflow needed to appropriately maintain D&H's assets to ensure they are maintained in a state of good repair and additional reserves are available for new capital assets.² The details of the analysis are documented in an MS Excel proforma financial model that is provided as a project deliverable. The model can be updated over time to ensure that sufficient reserves are available in the future.

² Based on cost information provided by D&H as opposed to an independent assessment of needs as would be the case in a rigorous replacement reserve analysis.

2

D&H Revenues & Expenditures³

Revenues

D&H has revenue streams for each of the Docks Enterprise and Harbor Enterprise. Revenues are not commingled between Docks and Harbors. Revenues for Docks in fiscal year (FY) 2021 was historically low due to COVID and its impact on the cruise line industry worldwide. Juneau is the Southeast Alaska cruise hub and the largest cruise destination for the state. 99% of all cruise visitors in the region visit Juneau compared to 90 percent for Ketchikan.⁴ Historically, revenues have been nearly \$2 million per year, with a positive spike in FY2019. Dock revenue comes from moorage and vessel weight-based charges for cruise ships. Head tax related charges for cruise passengers do not accrue to D&H but rather are received by D&H from CBJ to fund projects and to cover dock related debt service. Cruise related charges for the passenger head tax are lower than that of Ketchikan, the next largest cruise destination.

Revenues for Harbors were nearly \$4.1 million in FY2021 and in the previous five years were between \$4.2 and \$4.6 million. Harbors revenues come from a more diverse set of sources and user groups. The largest sources of revenue by vessel user groups include recreation vessels, commercial fishing, luxury charters, launch ramp users, and the live-aboard community. At about \$1.7 million, recreational vessels are the largest source of revenue by far. Other important user groups include commercial leases, vendor booth permits, and parking.⁵

COVID-19 had a major impact on the distribution of D&H revenues by source. Examining pre-COVID revenues (2019 CY (calendar year)) provides a better picture for rate planning purposes. Revenues derived from recreational vessels and cruise ships accounted for 56.6 percent of total D&H revenues in 2019. Commercial leases are the next largest source at 16.1 percent. More than 80% of D&H revenues are concentrated from recreation vessels, cruise ships, commercial leases, commercial fishing, and vendor booth permits. A myriad of other revenues sources comprises the remaining revenue base.

For the vessel user groups, revenue from moorage fees at the four primary harbors (Statter Harbor, Douglas Harbor, Harris Harbor, and Aurora Harbor) are the largest source of revenues. D&H does not differentiate between user types but does set differential charges for daily, monthly, bi-annual, and annual. One can also pay for reserved space at Statter Harbor. In addition to moorage fees, there is also a residence surcharge for live-aboard users. Launch ramp users pay for either a daily or annual permit and D&H has different rates for recreational and commercial users.

An important issue to note is that there is common usage at many of the harbors thus D&H is not able to differentiate charges by type of user. It is also not certain based on our financial review if costs of providing services (especially at Douglas Harbor, Harris Harbor, and Aurora Harbor) are different at each of the relevant harbors. This would also apply to different ramps used by ramp users.

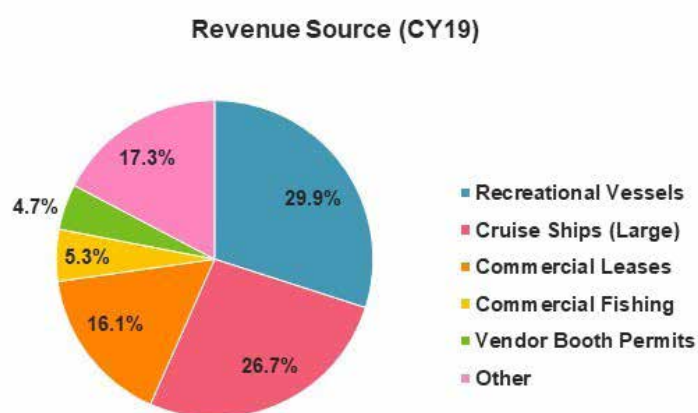


Figure 1. Distribution of CBJ Revenues, 2019 CY

³ Revenue and expenditure data provided by D&H to HDR on December 15, 2021, email attachments "Docks Funds Balance Overview" and Harbor Fund Balance Overview'.

⁴ Economic Impact Report, Cruise Lines International Association – Alaska. <https://akcruise.org/economy/economic-impact-by-region/>

⁵ An October 8, 2021, memo from the Port Director to the Dock and Harbors Finance Sub-Committee (Defining Docks & Harbors User Groups) lists revenues by user groups.

D&H moorage rates for daily and monthly are in general much lower than that from other Alaska port facilities (see [Figure 2](#) and [Figure 3](#)). D&H differentiates moorage rates by facility for monthly (and annual) for downtown harbors versus Auke Bay which is remote.

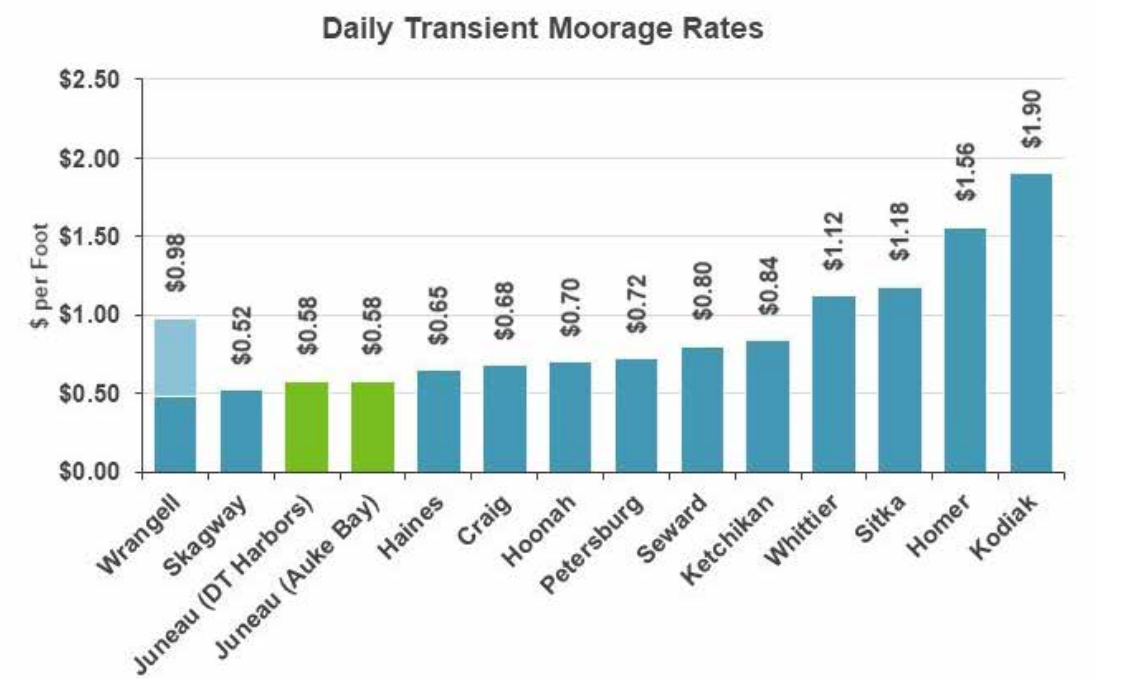


Figure 2. 2020 Comparison of Daily Moorage Rates, dollars per foot, 2020
Light blue area reflects the difference between the pre-paid rates at Wrangell (\$0.48/foot) and the invoiced rates at Wrangell (\$0.98/foot)

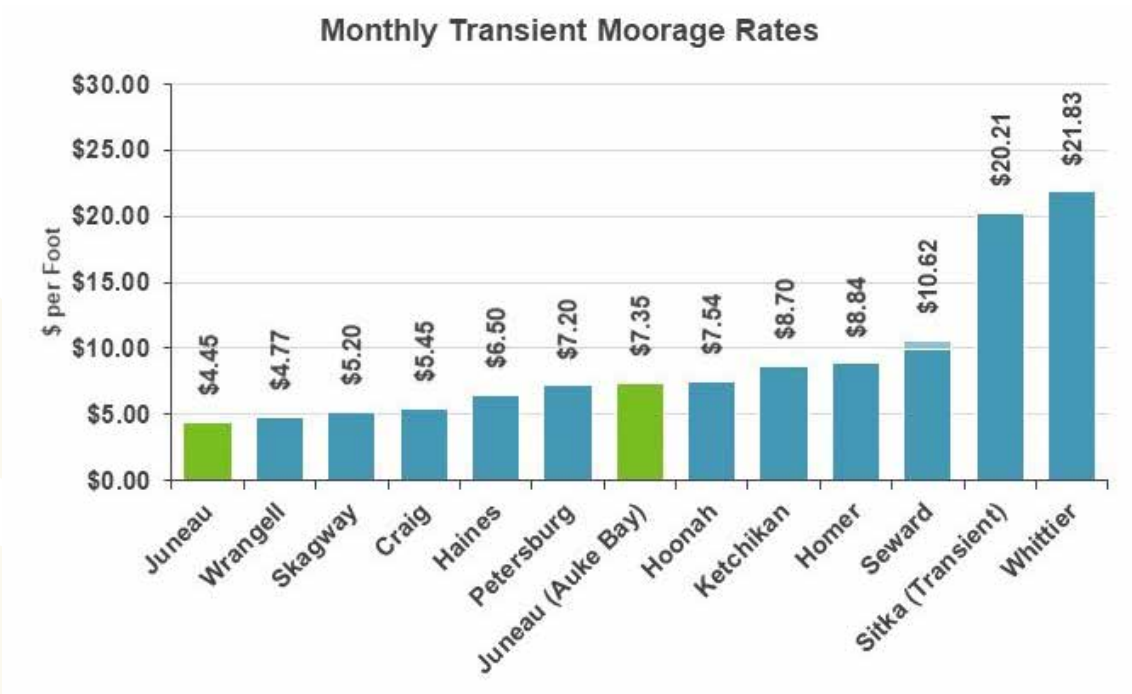


Figure 3. Comparison of Monthly Moorage Rates, dollars per foot, 2020
Light blue area reflects the difference between the reserved rates at Seward (\$9.97/foot) and the transient rates at Seward (\$10.92/foot)

When annual moorage rates are examined, D&H downtown rates are higher than most other facilities, with the exception of Homer, Whittier and D&H's Auke Bay facility.

In general, about half of D&H moorage revenues for both downtown harbors and Statter Harbor are based on the monthly tariff. For downtown, less than 10 percent of revenues are based on the daily tariff whereas for Statter Harbor, about 27% of revenues are based on the daily tariff.⁶

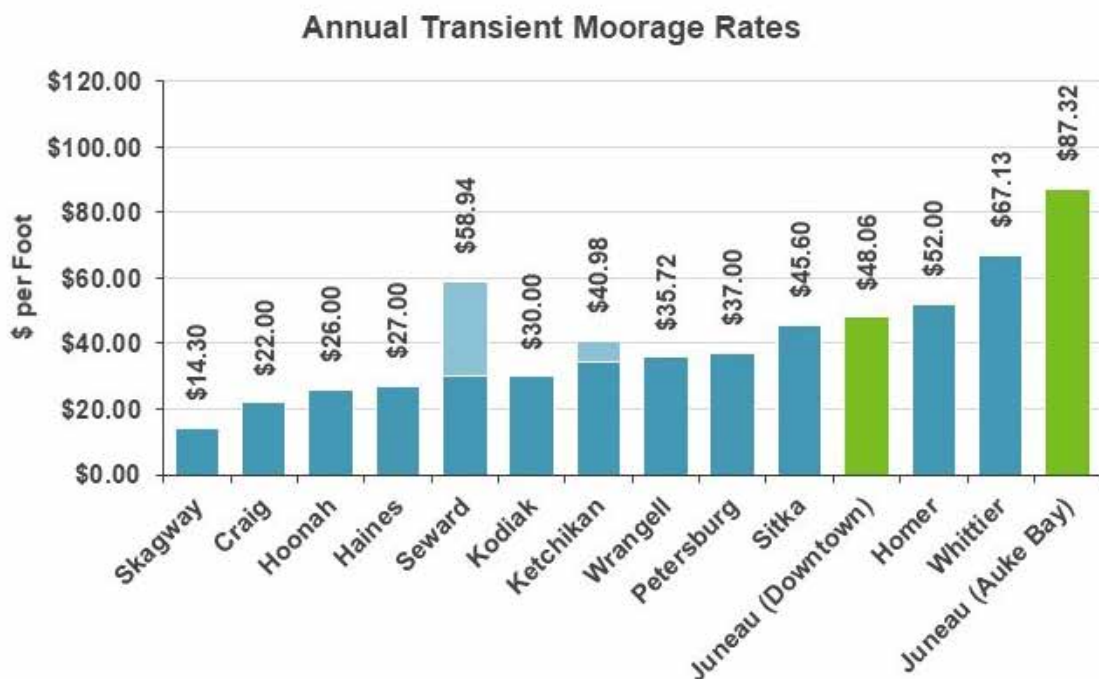


Figure 4. Comparison of Annual Moorage Rates, dollars per foot, 2020

Light blue area for Seward reflects the difference between the reserved rates at Seward (\$26.97/foot) and the transient rates at Seward (\$58.94/foot). Light blue area for Ketchikan reflects the difference between the Inside City rates at Ketchikan (\$34.48/foot) and the Outside City rates at Ketchikan (\$40.98/foot).

Port Expenditures

Use of revenues from Docks and Harbors users is not commingled and goes to providing services and maintaining assets in a state of good repair for each area, respectively.

COVID had a significant negative impact on cruise ship passenger counts which form the basis of revenues for Docks. Pre-COVID, the budgeted expenses for Docks were \$1.95 million and actual expenses were \$1.71 million. In the previous five years actual expenses ranged from about \$1.19 million to about \$1.73 million. While in most years actual expenses were less than budgeted expenses, there was a shortfall in FY 2021. Combined with reduced revenue due to COVID, the Docks funds balance decreased substantially in FY 2021. The FY 2021 fund balance is about \$1.82 million. The Dock Fund balance in 2021 is less than half of 2018 levels due to COVID-19 and capital investments in 2019.

COVID did not have much of an impact on Harbor revenues as most of the user base is local. As noted above, revenues have been steadily increasing from about \$3.4 million in FY 2013 to nearly \$4.6 million in FY 2021. During this time, budgeted expenses have also gone up proportionally with actual expenses increasing somewhat less. Harbors fund balances have also declined materially since 2013, amounting to \$1.4M at the end of FY2021, of which \$791,900 is restricted for debt service. The drawdown in balances mainly relates to capital outlays of about \$7.4M over that time-period. As with Docks, Harbors needs to set aside these funds for future contingencies. Unlike Docks, Harbors serve a wider range of stakeholders. As such, there is a more diverse set of possible issues to deal with in the future.

⁶ Based on 2019 fiscal year data.

D&H needs to set aside these funds for future contingencies. This includes years with poor financial results (2021) and years when D&H incurs additional costs to maintain assets in a state of good repair. As assets age, these expenses can increase exponentially. This is especially so for higher valued assets used for servicing cruise vessels. As such, it is especially important to maintain a robust funds balance to be able to service and replace assets at their scheduled time.

Almost half⁷ of D&H expenditures (excluding capital) are related to personnel. While D&H rates are now indexed to inflation, we have seen that general wage inflation has far exceeded that of the Consumer Price Index. If these trends continue, the indexation of D&H rates will likely be insufficient to keep up with changes to labor rates. Other measures of inflation may be more suitable for indexing D&H rates.

Figure 5 and Figure 6 provide a summary of revenue, expenditure, and fund balances from 2013 to 2021.

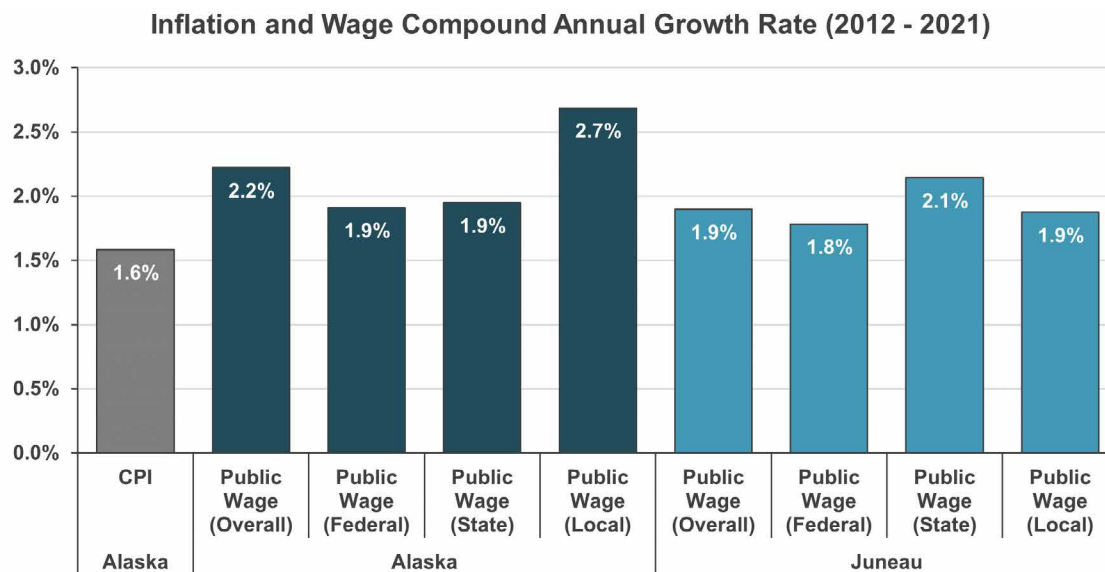


Figure 5. Wage versus CPI Inflation, 2012 - 2021

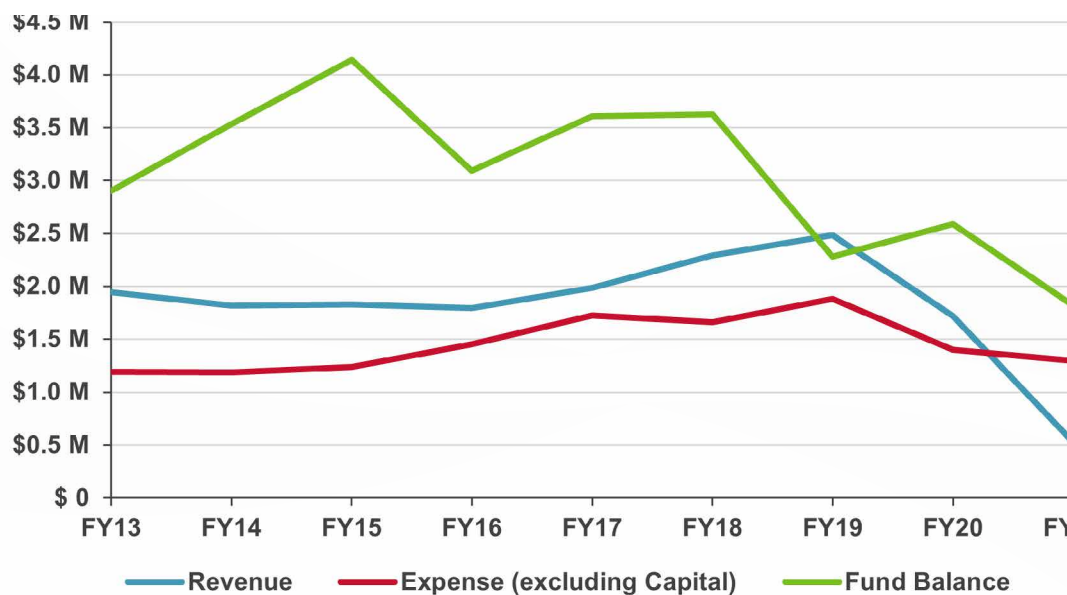
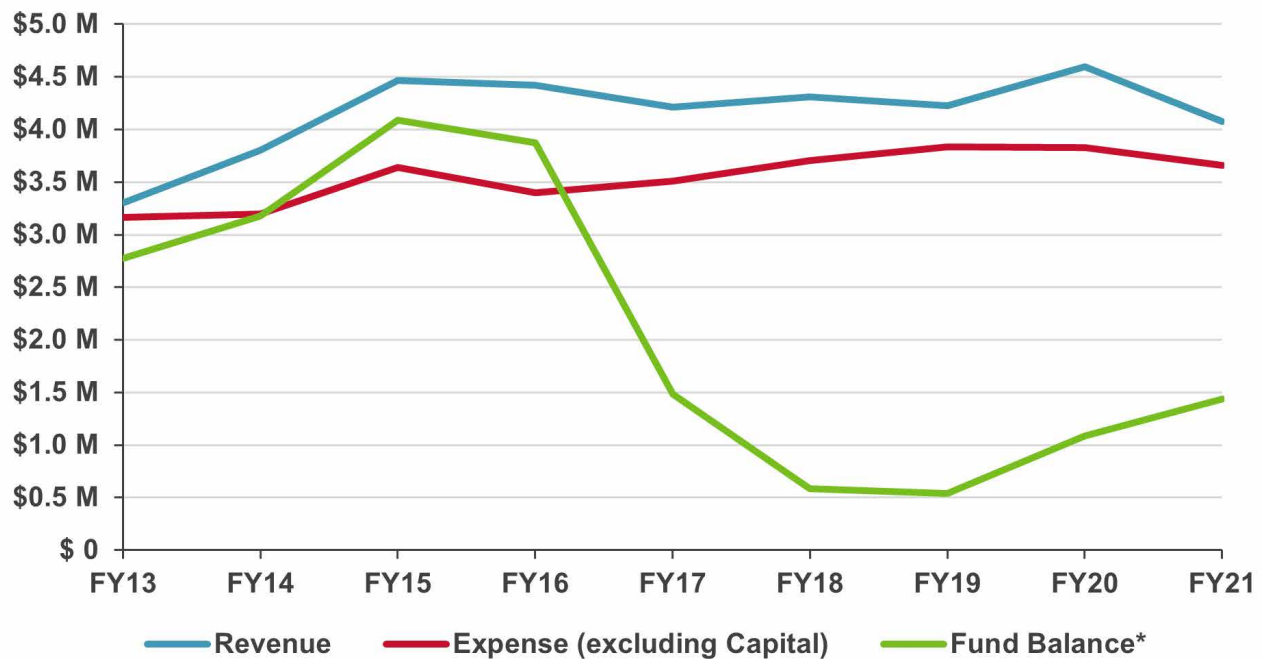


Figure 6. CBJ Docks Fund Balance, 2013 to 2021

⁷ From FY2013 to FY 2021, personnel expenditures were 48% of non-capital expenditures. This data was provided by D&H for 2013-2021.

Harbors Fund



**Portion of the balance is reserved for debt repayment*

Figure 7. CBJ Harbors Fund Balance, 2013 - 2021

Expenditures for both Docks and Harbors consist of fixed personnel and building costs and some generally fixed operations and maintenance costs. As noted above, maintaining assets in a state of good repair also requires variable costs that occur every few years and can result in spikes in expenditures.⁸ Additionally, some of the variable costs will be for major rehabilitation and even entire replacement of assets that require a significant infusion of funds that require setting aside money in reserves. This would also apply to any proposed new assets.

As such, HDR recommends that D&H maintain a rigorous replacement reserve analysis to determine the amount of funds needed to deal with these state of good repair issues. This would allow D&H to establish rates to accumulate adequate reserves every year to have these funds (i.e., escrow funds annually to pay for major expenses when they occur). Part of this exercise would include assigning annual cost schedules for each of the facilities D&H maintains. Some of the costs are specific to maintaining the infrastructure and others are shared costs (e.g., general D&H personnel costs). Having a better idea of future expenditures is essential for establishing the revenues required to fund these expenditures. Once that is established, it also provides a better framework for establish rates to meet these revenue targets.

Through this rate setting project, HDR developed a financial model to estimate to establish a replacement reserve analysis that can be used to determine the level of rates required to maintain D&H's assets in a state of good repair and to provide for future capital needs. Using D&H asset and cost inputs⁹, HDR has estimated the rate increase necessary to fund D&H's financial needs.

⁸ A November 19, 2021, memo from the Port Director to the Board and City Manager (FY2021 Review - Docks & Harbors Operations) highlights several recent projects (see item #5).

⁹ The cost information was exogenous to this study and provided by D&H. HDR has not independently validated these inputs.

3

Stakeholder Perspectives

Between April 5th and 9th, 2022, HDR conducted outreach with different D&H user groups. HDR conducted the outreach to ascertain sensitivity to any changes in rates and services and how any changes might affect their business model (commercial users) and harbor usage (non-commercial users). The responses are confidential and as such are not included in the report.¹⁰

Outreach User Group participants were:

- Cruise Lines
- Charter Operators
- Recreation Boaters
- Launch Ramp Users
- Live-Aboard Community
- Commercial Fishing

General points raised during the outreach included:

Docks

- Alaska is a world class cruise line destination and the stop at Juneau is an integral part of the cruise (e.g., taking in a whale watching charter).
- Current cruise related taxes and fees (D&H, state, etc.) are a small part of total Cruise trip costs for passengers (cruise, airfare to Seattle, charters, and other expenses). Any modest changes to these taxes are not likely to alter a decision to take a cruise to Alaska.
 - » However, D&H needs to take into consideration any rate change at other ports.
- Cruise lines would value certainty in any potential rate increase and would prefer any increase to be set 12 to 18 months in advance to adequately incorporate into their business model and itineraries.

Harbors

- For recreational boaters in general, the fees paid to D&H are only a small component of the total costs of boating. The major cost drivers include the costs of the boat, fuel, insurance, etc. Boating is a way of life for recreational boaters. The more price sensitive recreational boaters may opt for using launch ramps instead of paying moorage, but this also implies that they bear the costs of storing and transporting the boat (truck, and trailer chassis). In some cases, a recreational boater may both moor a vessel and use launch ramps depending on a variety of circumstances.
- There are not many substitutes to the services D&H offers recreational boaters and most are pleased with existing service levels. Given this and that D&H related costs are not a large component of total costs, recreational boaters would not likely change their behavior much if there were a modest fee increase.
- Nearly all charter boat customers are out-of-state visitors disembarking from cruise lines. The Juneau cruise is often an integral component of their trip. If you take a cruise to Alaska, you are likely going to take a charter in Juneau unless price points change drastically for them.
- Moorage is not one of the top cost drivers for charter operators. That being said, typical charter rates range from \$140-\$200 so there is relatively more price sensitivity to D&H rates than for cruise lines. This presents more of an issue if the rate in question were a head tax rather than a moorage rates; the latter being a small component

¹⁰ Responses are not to be interpreted as results from a census of all users, but rather responses from groups of individuals selected by D&H.

of total costs for charter operators.

- D&H related costs are not a top cost driver for commercial fishing vessels. Primary cost drivers are vessel costs, crew, fuel, etc. However, they may be price takers (i.e., accept what processors offer) and their ability to pass along costs may depend as much on general prices for their products increasing. In the case of vertically integrated fisheries/processors this is less of an issue.
- The live-aboard community use their vessels as both house boats and for recreational boating. Boating is more than just a way of life (i.e., primary hobby) but also where they live. Since there is also a monthly residence surcharge (in addition to moorage), D&H fees make up a higher share of costs than for purely recreation vessels. However, as these vessels are also house boats, D&H fees not only need to be put in context of recreational vessels costs but also costs of housing. As such, one can consider D&H related fees as a percentage of recreational boating and housing costs. In many cases, these house boats are somewhat larger than a purely recreational vessel and entail greater operational costs than a purely recreational vessel due to their dual purpose. The live-aboard option represents a lower-cost housing option for the community which may be in the interest of the municipality. However, the community shares and competes for space with other users and as such are not any different from that standpoint to D&H with respect to setting fair and equitable rates for D&H services.
- The demand for parking at Statter Harbor is greater than supply.
- The demand for reserved spaces is greater than supply.
- Nearly all stakeholders would rather not have a cut in service levels, and many would be willing to pay a modest amount more to maintain or increase service levels.

4

Perspectives on Changing Rates and Elasticity of Demand

When setting rates (and any prices in general), gauging the sensitivity of users to price changes is paramount. The economic term for this sensitivity is “price elasticity.” Changes that reduce output less (less elastic) are more economically efficient than those that lead to larger changes in the demand for services. Often this entails charging different prices for different users or differential pricing based on quantity or quality. This exercise becomes more challenging when pricing for shared facilities so differential pricing by group is not practical and often politically risky. D&H’s current rate structure does provide for discounts based on quantity, or to be precise duration (daily, monthly, semi-annual, and annual). Moving forward there are a few points to consider that are useful in providing rate recommendations.

- The more substitutes are available for a product or service, the more “elastic” or sensitive demand is to changes in prices. Conversely, when fewer substitutes are available prices are less elastic.
- When the cost of the service in question is only a small component of total user costs, changes in the costs of that service matter less to the overall usage of the overall service (e.g., costs of state license plates as a ratio of costs to operating a vehicle).
- A product or service is currently underpriced if demand for it is greater than the available supply.
- Products or services that provide more value should be priced higher than services that provide less value.
- Differential pricing (by group, quantity, or quality) that increases overall demand the most is more economically efficient. Conversely, rate increases that decrease output the least are more efficient than rate increases that decrease output more.
- Economically efficient differential pricing is based on charging lower elasticity groups relatively more. This is the essence of “Ramsey pricing” that is used in rate setting by utilities and other similar entities.
- Providing better (lower per unit) pricing when buying in bulk or for longer-term contracts makes economic sense if it increases demand more than uniform pricing.
 - » However, these discounts need to be put in context of the user. For example, if the longer-term contract also provides more value (over and above the price break) to the user (e.g., improved certainty of having a parking spot in your office building’s garage) then D&H needs to be cautious in providing too large a price break.
 - » Similarly, longer-term users may be less price elastic to changes in rates since the overall service (e.g., less uncertainty on finding a space, less hassle compared to getting daily permits, etc.) is of great value. As above, D&H needs to exercise caution in setting too large a price break. Further, given the likelihood of the group being less price elastic to changes in rates, one would expect to see less changes to demand than with changes to relatively more elastic daily users.
 - » A review of moorage rates shows that in many cases the implied daily rate of paying monthly (assuming you use the service daily) is only about a $\frac{1}{4}$ of the daily rate. This appears to be a steep discount. For launch ramp users the implied daily rate is much lower.

5

Rate Setting Principles

When reviewing potential rate setting actions, it is critical to review and understand not just the users of the service but also the principles or objectives that the rate setter has established. It is important to note that the D&H Enterprise funds are operated and financed in a manner similar to private business with the objective to provide goods and services to the general public on a continuing basis and be financed or recovered primarily through user charges.

D&H Docks and Harbors has a well-articulated set of principles/criteria and are documented in the **Docks & Harbors - Rate Setting Policy** that we summarize and paraphrase below. Any rate changes or restructuring must be aligned with these principles.

4. Rates must be fair and reasonable – a defined and consistent approach and striving to allocate an equitable share of the cost to every user.
5. Rates must be consistent - establishing this rate setting policy we will have a consistent approach to every rate and rate change.
6. Rates must be supported by data and an explanation of how the data justifies the rate.
7. Rates must be sufficient to support the operations of docks and harbors.
8. Rates must replace capital investments.
9. Rates must build reserves for contingencies and future growth.
10. Where currently significant disparity exists between the cost allocation to user groups these need to be adjusted in a fair and appropriate manner.

The rate setting policy is quite robust and broadly consistent with policies applied in other ports. The policy is set with a focus of the D&H Enterprise to operate as a business entity and not as a public entity with broader societal objectives; that purpose rests at the municipality itself. The D&H Enterprises must set rates to cover operational costs, maintain existing assets and to build reserves to fund future growth. In establishing new rates, care must be taken to ensure that the rates are fair, consistent, and equitable across user groups.

In assessing how the current rates align with the **Docks & Harbors - Rate Setting Policy**, we offer the following:

1. Rates must be fair and reasonable:
 - a. Passenger head tax rates for Docks apply to cruise passengers are lower than that charged at Ketchikan but higher than that charged at Skagway. Juneau is the featured Alaska cruise destination and has the largest number of cruise visitors per year than any other Alaska destination. The rates are in general a very small share of a passenger's total cost for that cruise.
 - b. Rates for Harbors are established without differentiation between individual user groups and can therefore be considered fair. The equity and value of having such large discounts provided for longer term users relative to daily users is an issue worth exploring further. Overall Harbor rates are a small portion of any one user's total usage cost.
2. Rates must be consistent.
 - a. D&H have now established rates to be inflation adjusted going forward to facilitate consistency. Existing rates are now indexed to consumer inflation. Other inflation indices may be better aligned with port related cost drivers and should be considered.

3. Rates must be supported by data and an explanation of how the data justifies the rate.
 - a. From a market-oriented viewpoint existing rates are well supported.
 - b. Rates are a small fraction of users' overall costs.
 - c. Facility utilization is high.
 - d. There are no real competitive alternatives.
 - e. Users have indicated that they are not sensitive to modest price changes which is consistent with the evidence in a-to-d above.
 - f. From a cost orientation viewpoint, there is not well documented evidence of the cost by service or a projection of the future costs for asset renewal and new infrastructure.
4. Rates must be sufficient to support the operations of docks and harbors.
 - a. Rates currently do cover annual operational expenses for Harbors and pre-COVID covered Docks operational expenses.
5. Rates must replace capital investments.
 - a. It is unclear from existing financial data and reports that existing rates are sufficient to build reserves to fund new assets and existing asset replacement. Existing fund balances for both Docks and Harbors are significantly lower than previous levels. The replacement reserve analysis that follows indicates that existing rates are not sufficient.
6. Rates must build reserves for contingencies and future growth.
 - a. It is unclear from existing financial data and reports that existing rates are sufficient to build reserves to fund new assets and existing asset replacement. Existing fund balances for both Docks and Harbors are significantly lower than previous levels. The replacement reserve analysis that follows indicates that existing rates are not sufficient.
7. Where currently significant disparity exists between the cost allocation to user groups these need to be adjusted in a fair and appropriate manner.
 - a. For Harbors, the rate approach does not distinguish between user groups. There is a large price differential between daily rates versus the implicit daily rate associated with the longer-term rates. This equity related to this disparity should be explored further.

The following observations/reservations are based on the above:

1. D&H should continue to view their rate setting philosophy with a business-oriented philosophy.
2. D&H could raise rates from existing levels without any deleterious impacts on users or any negative competitive consequences for Docks and Harbors.
3. D&H should assess the relative price differentials and implied "volume" discounts between daily and long-term moorage rates.
4. D&H should set future rates to augment fund balances so that funds are available to maintain existing infrastructure and support the acquisition of future assets.
5. The reserve analysis that follows indicates that current rates are inadequate to maintain assets in a state of good repair and support future growth.
6. D&H should consider other mechanisms for indexing rates as opposed to consumer inflation.

6

Replacement Reserve Analysis (RRA)

A replacement reserve analysis is a long run capital planning process that will help D&H anticipate the financial requirements for the repair and replacement of port facilities and the acquisition of additional assets. The output of the replacement reserve analysis is an estimate of the annual reserve that should be set aside to maintain D&H’s facilities in a state of good repair.¹¹

To conduct the RRA, the following inputs are required for each D&H facility:

- Average remaining life of the facility;
- The replacement cost of the facility; and,
- The potential external funding available for the asset replacement from non-D&H funding sources.

These inputs were collected for all D&H facilities and documented in the financial model provided as a project deliverable.¹² The total replacement value in 2022 dollars for all D&H facilities is estimated to be \$195.2 million.

The annual profile of the required replacement expenditures over the next 40 years is provided below. These estimates are net of potential external funding that could be used to fund the facility replacements at least partially. These external funding sources include but are not limited to federal discretionary grant funding, passenger fees and ADOT Harbor Grants.

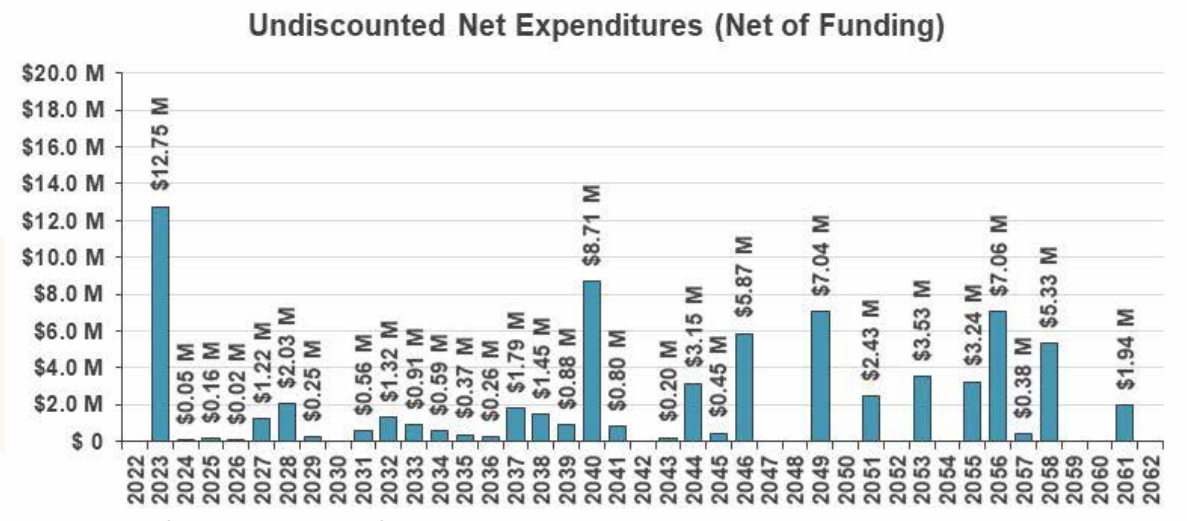


Figure 8. Annual reserve requirements by year, 2020

The RRA assumes that when an asset reaches the end of its “average remaining life”, it is fully replaced and therefore funding is required. As illustrated in Figure 8, there are some years in which there are no assets reach the end of their remaining life and no replacement expenditures required. In other years, some assets do reach the end of their remaining life and they are assumed to be replaced with large funding requirements such as in 2040 where \$8.7M is required.

The total reserve requirement by facility is provided below in 2022 dollars. Some of the replacements will receive funding from external sources and are therefore for D&H, the net expenditure estimates are the most relevant.

11 HDR discussed the need to have such an analysis during monthly Board meetings. This exercise is a result of those suggestions and discussions with D&H during the development of the report.

12 The data was provided by D&H staff. HDR did not independently verify these data.

	GROSS EXPENDITURES	FUNDING	NET EXPENDITURES
Statter	\$31.0 M	\$15.2 M	\$15.8 M
S Aurora	\$24.3 M	\$11.6 M	\$12.7 M
Douglas	\$13.9 M	\$6.6 M	\$7.3 M
Harris	\$13.4 M	\$6.4 M	\$7.0 M
ABLF	\$7.0 M	\$ 0	\$7.0 M
N Aurora	\$7.2 M	\$3.6 M	\$3.6 M
Wayside Park Float	\$3.1 M	\$ 0	\$3.1 M
ABLF Uplands	\$3.0 M	\$ 0	\$3.0 M
Statter Uplands	\$2.4 M	\$ 0	\$2.4 M
Taku Harbor	\$4.3 M	\$2.1 M	\$2.3 M
ABMS	\$1.6 M	\$ 0	\$1.6 M
Seawalk	\$31.3 M	\$29.8 M	\$1.5 M
Norway Point Float	\$1.4 M	\$ 0	\$1.4 M
National Guard Dock	\$1.3 M	\$ 0	\$1.3 M
Port of Juneau Uplands	\$19.2 M	\$18.3 M	\$0.9 M
Harris Harbor Uplands	\$0.7 M	\$ 0	\$0.7 M
Amalga	\$2.2 M	\$1.6 M	\$0.6 M
AS Pontoon	\$11.8 M	\$11.2 M	\$0.6 M
CT Pontoon	\$10.0 M	\$9.5 M	\$0.5 M
N Douglas Boat Launch	\$0.8 M	\$0.4 M	\$0.4 M
Echo Cove	\$0.5 M	\$0.3 M	\$0.3 M
Aurora Harbor Uplands	\$0.3 M	\$ 0	\$0.3 M
Douglas Harbour Uplands	\$0.2 M	\$ 0	\$0.2 M
IVF	\$2.6 M	\$2.5 M	\$0.1 M
PFO	\$1.6 M	\$1.5 M	\$0.1 M
TOTAL	\$195.2 M	\$120.4 M	\$74.7 M

The RRA converts the 40 years of annual replacement related expenditures to an equivalent annual amount. To do this, the 40 years of expenditures are discounted to a present value using a real discount rate of 3%.¹³ Then, this present value is converted into an annual equivalent amount reflecting the 40-year planning horizon.

The annual amount required to maintain D&H facilities in a state of good repair going forward is \$1.9M. That is, to maintain D&H's existing facilities, D&H revenues must exceed expenditures by \$1.9 M per year to be able to establish reserves that can be used to maintain and replace assets once they reach the end of their asset life. This \$1.9 M estimate excludes any capital needs for new facilities or other assets.

If we examine the three years prior to COVID-19, D&H revenues exceeded non-capital expenditures by about \$1.2 M (in 2022\$) per year which is about \$0.7M less than that identified through the RRA. Existing fund balances can be used to contribute to the replacement of assets, but the total fund balance is only \$3.3M at the end of fiscal 2021 which is equivalent to only \$0.1 million per year over a 40-year horizon. D&H's funding gap, excluding any net capital investment in new infrastructure, is about \$0.6M a year. Any planned capital projects would have to also be funded which would add to this shortfall.

The RRA was conducted for the combined assets of D&H. Managing D&H assets and rates from a holistic perspective would provide D&H management greater flexibility in financial planning.

The details (e.g., data inputs, assumptions, and methods) of the RRA are provided as a separate deliverable – the D&H Financial Model coded in MS Excel.

¹³ See OMB Circular A-4 p.33 https://www.whitehouse.gov/wp-content/uploads/legacy_drupal_files/omb/circulars/A4/a-4.pdf

7

Rate Recommendations

Setting rates is a policy issue that must be determined by D&H. It must reflect D&H's rate setting principles, policy objectives and future capital program. If we re-examine, D&H's rating principles we note that it is core to principles that rates must be sufficient to support the operations of docks and harbors, rates must replace capital investments, and that rates must build reserves for contingencies and future growth.

We find that based on the RRA, D&H's existing funding is inadequate to achieve these objectives. To meet D&H's policy objectives, additional funding is required to provide sufficient reserves to fund asset replacement to fund any capital investment in new infrastructure. The additional funding could come from: direct new funding from D&H, through increasing D&H rates, or through any combination of the above.

To eliminate the funding gap solely through D&H rates, an average increase of about nine percent would be required. We do believe that a rate increase of that magnitude would not have any deleterious impacts on D&H users.

HDR makes the following recommendations:

1. D&H make a one-time increase for all rates to meet their capital replacement requirements as well as their future capital program. Based on the Replacement Reserve Analysis, the magnitude of the increase would have to be nine percent to for asset replacements. The actual rate increase should also reflect their capital plan for new infrastructure investments.
2. D&H provide an advance notice to users of the one-time increase of 12 months.
3. D&H maintain the indexation of rates and fees. However, using consumer inflation to adjust rates is not entirely reflective of D&H Docks and Harbors cost pressures (e.g., rising wage rates greater than the CPI) and alternative cost indices more reflective of the D&H operating environment should be explored.
4. D&H should consider removing the firewall between docks and harbors to provide greater flexibility in meeting financial obligations (i.e., balancing financial statements).
5. For the purposes of this study, HDR is proposing an across-the-board increase. In the future, D&H may wish to differentiate increases by source (facility) but that is outside the scope of this report.

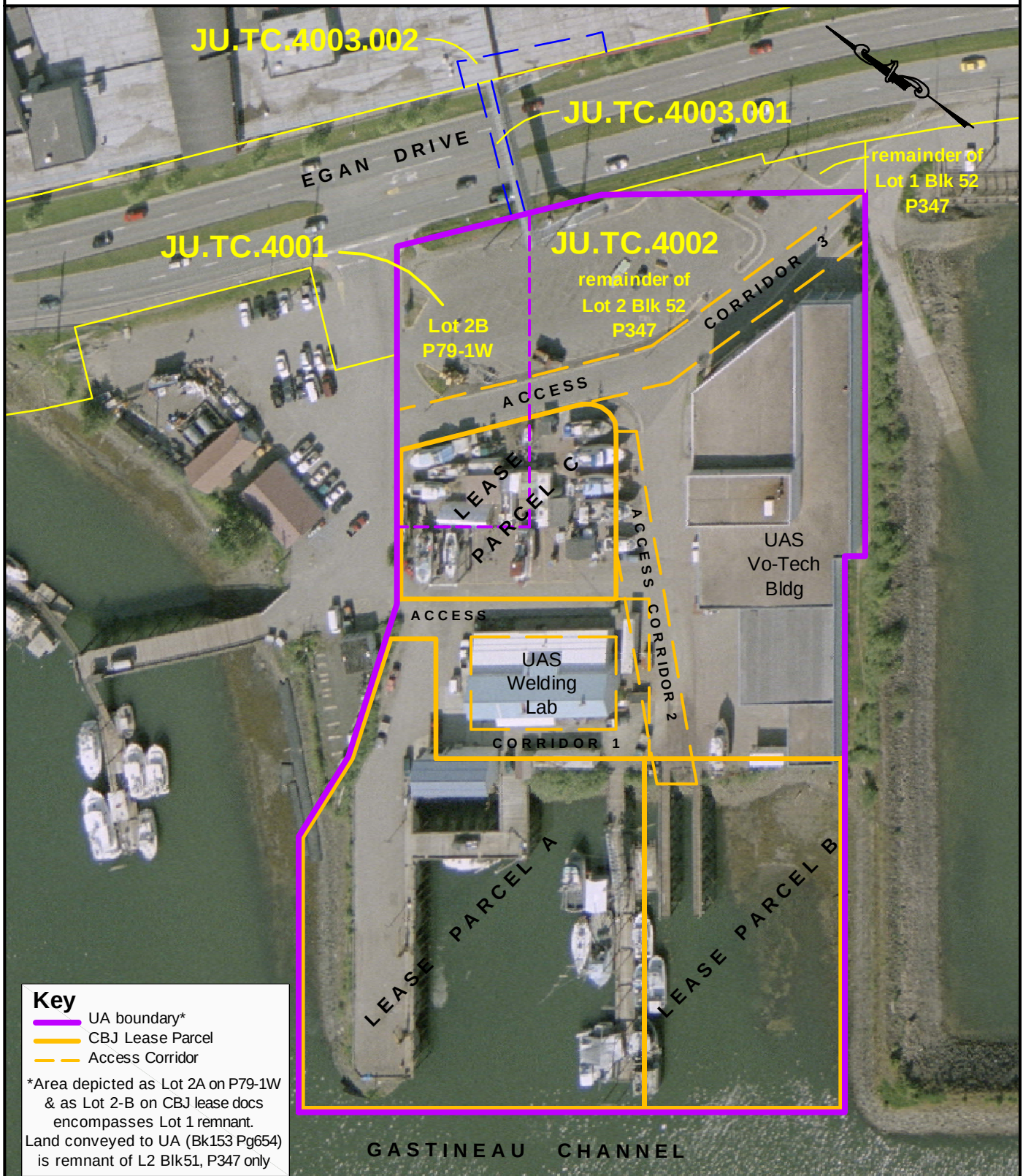


Port of Juneau Rate Setting Project
City and Bureau of Juneau
September 1, 2022

Juneau Tech Center

JU.TC.4001

JU.TC.4002



UA LAND MANAGEMENT
March 2009



Meridian C.R. Township 41S Range 67E
Date of photo: 6-09-06 Source: Aero-Metric Anchorage
(Photography is unrectified; Distortions exist.)



Port of Juneau

155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

December 2xth, 2022

Chancellor Karen Carey
University of Alaska - Southeast
11066 Auke Lake Way
Juneau, AK 99801

Dear Chancellor Carey,

On behalf the City & Borough of Juneau (CBJ), we wish to thank you and the University of Alaska Land Management division for frank and open dialogue regarding the land disposition near the downtown VoTech Building. We are also grateful to the University system for generously allowing the lease to be extended on two occasions. In particular, the CBJ Docks & Harbors Board views the parcels linking Harris Harbor to Aurora Harbor as essential to maintaining the vitality of a prosperous harbor system.

The CBJ position remains to offer fair market value, to acquire any and all parcels of the 5.34 acre site between the harbors and across from the Juneau-Douglas High School, when it becomes excess to the needs of the University. We fully understand UA Land Management's fiduciary responsibility to the Board of Regents and the position to remain firm on negotiating a lease, rather than a fee simple sale of the parcels.

Once again, we are appreciative that UAS is willing to consider CBJ in-kind services which provide an educational benefit to offset the revenue loss realized from entering into a lease agreement at less than fair market value. Upon consulting with CBJ Directors, we can offer the following in-kind services for your consideration:

1. Eaglecrest:
 - (a) would propose deep discounts or free services for lift tickets and gear rental.
 - (b) would consider entering into an internship with UAS students pursuing outdoor recreation degrees.
2. CBJ Transit: would propose offering free CBJ bus passes to UAS students.
3. CBJ Parks & Recreation:
 - (a) would propose free access for Treadwell Area Rink to UAS students;
 - (b) would propose free access for CBJ Pools to UAS students;
 - (c) would propose free access for CBJ Dimond Park Fieldhouse to UAS students;
4. CBJ Docks & Harbors:
 - (a) would propose constructing kayak storage and no cost launch use at Statter Harbor for UAS students;

- (b) would propose entering into paid internships with UAS students desiring to work in maritime industry including harbor operations, harbor marketing or harbor administration;
- (c) would propose active and engaged relationship with [UAS/CG CSPI program](#), offering hands-on harbor experience and mentoring by Docks & Harbors personnel who are retired from the Coast Guard;
- (d) would propose offering snow removal by Docks & Harbors personnel at the 5.34 acre downtown facility.

CBJ wishes to continue to support the University of Alaska – Southeast educational mission. We are pleased to do what we can to make your institution successful in pursuit of that goal. Please reach out to me should you have any questions.

Sincerely,



JUNEAU TOURISM SURVEY 2022

December 2022

PREPARED FOR:

City and Borough of Juneau

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Executive Summary

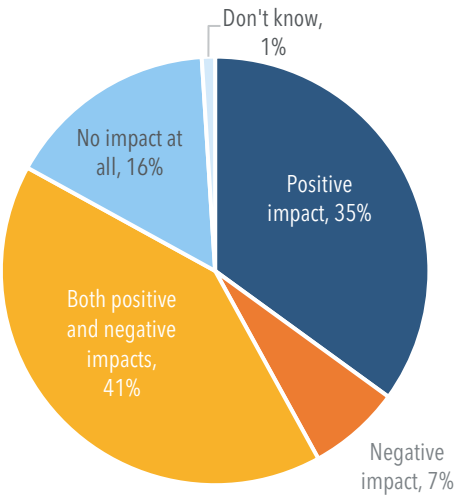
The City and Borough of Juneau contracted with McKinley Research Group (formerly McDowell Group) to conduct a telephone survey of 500 randomly selected Juneau residents regarding tourism. The survey was conducted in fall 2022 and closely resembled a survey conducted in fall 2021 (regarding the 2019 summer season); similar surveys were also conducted in 1995, 1998, 2002, and 2006. To qualify for the survey, residents had to have resided in Juneau in the summer of 2022. Survey results were weighted by age and neighborhood to reflect population characteristics. Following are key survey results.

Overall Impacts: Positive vs. Negative

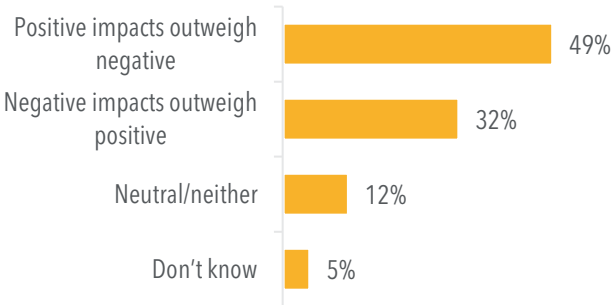
When asked about the overall impact of tourism on their household, over one-third of respondents (35%) said that tourism had an overall *positive impact*, while 7% said it had a *negative impact*. The most common response was *both positive and negative impacts* at 41%, while 16% said they felt no impact at all.

Those that said *both positive and negative impacts* were asked whether the positive outweighed the negative or vice versa; these respondents were more likely to say *positive impacts outweigh the negative* (49%) than *negative impacts outweigh the positive* (32%); another 12% said *neither/neutral*.

Do you feel the visitor industry has an overall positive impact, negative impact, both negative and positive impacts, or no impact at all on your household?

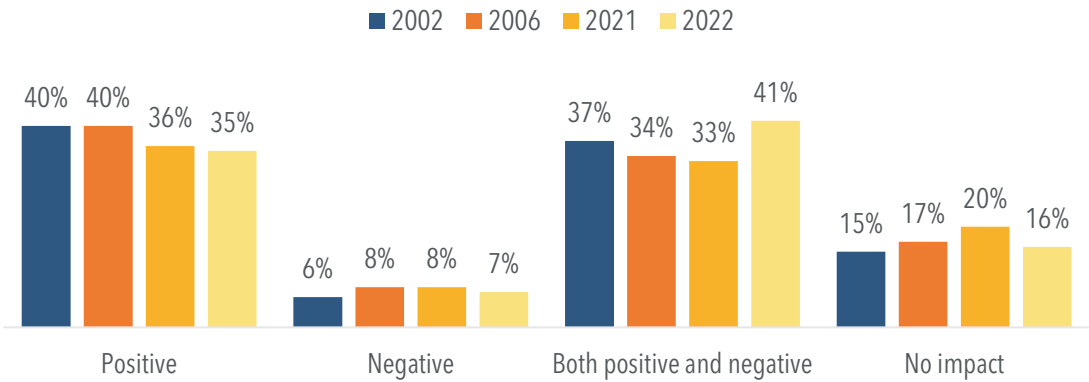


Among those who responded "Both:" Do you feel the positive impacts outweigh the negative impacts or the negative impacts outweigh the positive impacts?



The question about the overall impact of tourism has been asked over the last four editions of the survey, with fairly consistent results. The only statistically significant difference between 2021 and 2022 results was an increase in respondents saying *both positive and negative impacts*: from 33% to 41%. (Note that the 2021 survey asked about impacts in the 2019 summer season due to the 2020 and 2021 seasons being impacted by COVID.)

Comparison: Overall Impact of Tourism on Households, 2002, 2006, 2021, 2022

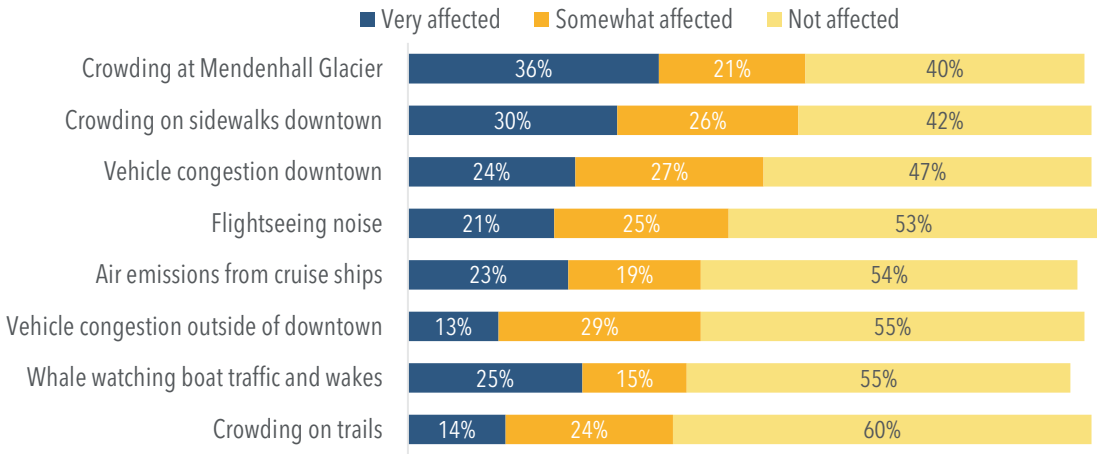


Notes: The 2021 survey referred to 2019 impacts. Columns do not add to 100% due to *don't know* responses.

Specific Impacts

Respondents were read a list of eight visitor-related impacts and asked how affected their household was in 2022. Respondents were most likely to be affected by crowding at Mendenhall Glacier (57% somewhat or very affected), crowding on sidewalks downtown (56%), and vehicle congestion downtown (51%).

For each of the following visitor-related impacts, was your household very affected, somewhat affected, or not affected in 2022?



Note: Rows do not add to 100% due to *don't know* responses.

Limiting Cruise Ships

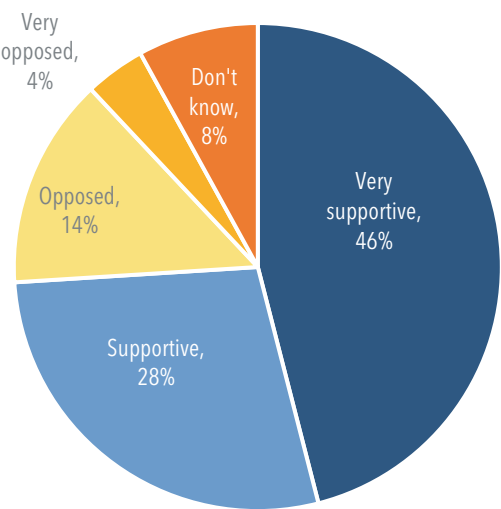
Respondents were read the following before the next question:

Currently, the maximum number of large cruise ships that can be accommodated in Juneau's harbor at the same time is five, four docked and one at anchor.

They were then asked whether they supported or opposed CBJ working to limit the number of large cruise ships per day in Juneau's harbor to five.

Three-quarters (74%) were *supportive*, including 46% *very supportive* and 28% *supportive*; 18% were *opposed*, including 14% *opposed* and 4% *very opposed*.

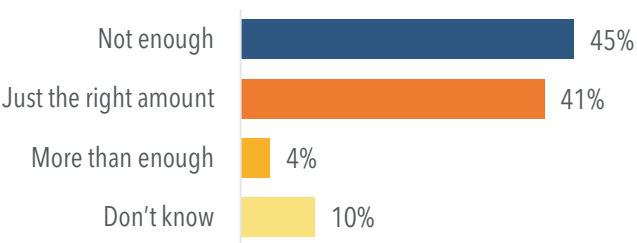
Are you very supportive, supportive, opposed, or very opposed to CBJ working to limit the number of large cruise ships per day in Juneau's harbor to five?



Tourism Management

When asked to rate how CBJ is managing the impacts of the visitor industry, the most common response is that CBJ is *not doing enough* (45%), followed by *just the right amount* (41%) and *more than enough* (4%). Results closely resembled those in 2021, with differences of zero to 3% for each response.

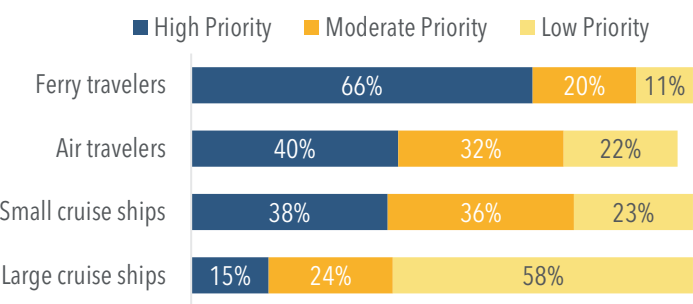
Do you think the City and Borough of Juneau is doing more than enough, not enough, or just the right amount to manage the impacts of the visitor industry?



Tourism Markets

When asked how much priority should be placed on growing four different visitor markets, *ferry travelers* were most likely to be deemed high priority at 66%, followed by *air travelers* at 40%, *small cruise ships* at 38%, and *large cruise ships* at 15%.

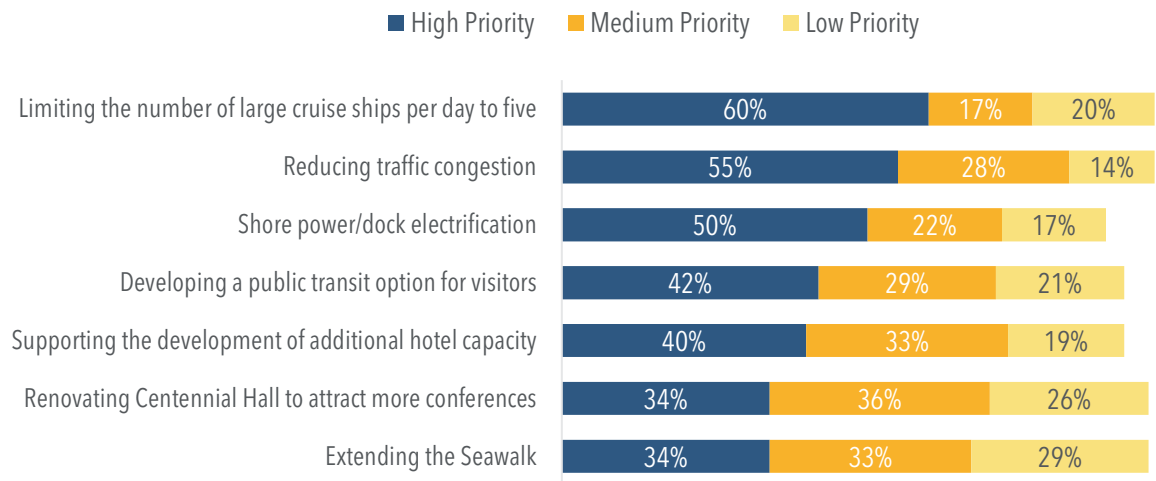
Do you feel that Juneau should place a high priority, moderate priority, or low priority in growing each of the following visitor markets?



CBJ Tourism Priorities

A new question in 2022 asked what level priority should be placed on seven different CBJ tourism activities. The highest priority was *limiting the number of large cruise ships per day to five*, with 60% saying this should be high priority, followed by *reducing traffic congestion* at 55% and *shore power/dock electrification* at 50%. The lowest priority activities were *renovating Centennial Hall to attract more conferences* and *extending the Seawalk* (both at 34% high priority).

Should CBJ place a high priority, medium priority, or low priority on each of the following items?



Note: Rows do not add to 100% due to *don't know* responses.

Introduction and Methodology

Introduction

The City and Borough of Juneau (CBJ) contracted with McKinley Research Group (MRG; formerly McDowell Group) to conduct a public opinion survey of Juneau residents regarding tourism. Results will help inform CBJ’s tourism management and planning efforts. This survey closely resembled a survey conducted by MRG in fall 2021; previous surveys were also conducted in 1995, 1998, 2002, and 2006.

Methodology

The survey was designed by MRG staff in cooperation with CBJ staff. Many questions from the previous surveys were repeated in order to gauge trends. To qualify for the survey, respondents had to have resided in Juneau in summer 2022.

The survey sample was randomly drawn from an appropriate mix of cell and landline numbers purchased from Dynata, a national supplier of survey samples. Surveys were completed with 500 randomly selected Juneau residents. The survey was conducted in October and November 2022.

The maximum margin of error at the 95% confidence level is $\pm 4.3\%$ for the full sample; this margin of error increases for subsamples.

The survey sample was compared to Juneau’s adult population for gender, age, and area of residence. There was some disparity between the survey sample and the population in terms of area of residence. For example, residents who live in the Mendenhall Valley represent 46% of the population, compared to 39% of the survey sample; and Downtown/Thane residents represent 10% of the population, compared to 15% of the survey sample. Survey data was therefore weighted by neighborhood in order to maximize representativeness.

As with most random telephone surveys, residents in the oldest age groups were more likely to participate than residents in the youngest age groups; survey data was further weighted by age.

See table, next page

Table 1. Telephone Survey Sample versus Juneau Population

	Survey Sample (%)	Juneau Population (%)
Gender		
Male	49	50
Female	50	50
Unknown	1	-
Area of Residence		
Mendenhall Valley	39	46
Salmon Creek/Lemon Creek/Switzer Creek	12	16
Douglas/West Juneau	14	12
Downtown/Thane	15	10
Brotherhood Bridge/Out the Road	11	11
North Douglas	8	5
Other	1	-
Age		
18-24	5	9
25-34	14	18
35-44	19	19
45-54	14	16
55-64	22	18
65-74	19	13
75+	8	6

Sources: U.S. Census for age and gender; CBJ for neighborhood.

Survey data was also tested for differences by neighborhood of residence, neighborhood of employment, age group, gender, and whether a household member was employed in the tourism industry. Statistically significant differences between subgroups are pointed out in the text accompanying each table.

COMPARISON WITH PAST SURVEYS

This report presents comparisons with results from similar surveys conducted in 1995, 1998, 2002, 2006, and 2021. Changes in question wording, where applicable, are noted. The following cruise passenger volumes provide context for the trend analysis.

Table 2. Juneau Cruise Passenger Volumes in Survey Years

	1995	1998	2002	2006	2019*	2022
Volume	380,600	568,500	741,500	951,400	1,305,700	1,150,000

*2019 volume is provided as 2021 respondents were asked about impacts in 2019.

Note: 2022 volume is preliminary.

Visitor Industry Impacts

Overall Impact of Visitor Industry

Respondents were asked to characterize overall visitor industry impacts on their household as positive, negative, both positive and negative, or no impact. The most common response was *both negative and positive impacts* at 41% followed by *positive impact* at 35%. Sixteen percent said *no impact at all*, and 7% said they experienced an overall *negative impact*.

Some statistically significant differences were evident by subgroup.

- Downtown/Thane and Douglas/West Juneau residents were more likely to report *both negative and positive impacts* at 51% and 53%, respectively; this compares with 42% of residents of Salmon/Lemon/Switzer Creeks (“Creeks”), 42% of North Douglas residents, 37% of Out the Road residents, and 36% of Mendenhall Valley residents.
- Creeks and Valley residents were more likely to report *no impacts at all* at 18% and 20%, respectively; this compares with 14% of Out the Road residents, 9% of Douglas/West Juneau residents, 7% of Downtown/Thane residents, and 3% of North Douglas residents.
- Respondents reporting a household member employed in tourism were more likely to cite positive impacts (44%) compared with other households (29%).

Table 3. Do you feel the visitor industry has an overall positive impact, negative impact, both negative and positive impacts, or no impact at all on your household?

n=500	% of Total
Positive impact	35
Negative impact	7
Both negative and positive impacts	41
No impact at all	16
Don't know	1

Comparing to Past Surveys

In the 2021 survey the question was *Thinking back to 2019, the last regular visitor season before COVID, do you feel the visitor industry had an overall positive impact, negative impact, both negative and positive impacts, or no impact at all on your household?* In prior years, the question was *Considering the costs and benefits of tourism, do you feel that the current level of tourism in*

Juneau has a positive impact, negative impact, both negative and positive impacts, or no impact at all on your household?

Responses in 2022 were similar to 2021: positive impacts were cited by 36% in 2021 and 35% in 2022, while negative impacts were cited by 8% in 2021 and 7% in 2022. The percentage citing both negative and positive impacts grew from 33% to 41% – the only change of statistical significance.

Table 4. TREND: Positive Versus Negative Impacts, 1998, 2002, 2006, 2021, 2022 (%)

	1998	2002	2006	2021	2022	Change 2021-22
Positive impact	29	40	40	36	35	-1
Negative impact	10	6	8	8	7	-1
Both negative and positive impacts	43	37	34	33	41	+8
No impact at all	16	15	17	20	16	-4
Don't know	1	1	1	2	1	-1

Follow-up for “Both Positive and Negative” Impacts

Respondents who had cited both negative and positive impacts were asked a follow-up question, whether the positive impacts outweighed the negative or vice versa. One-half (49%) said the positive outweighed the negative; 32% said the reverse; and 12% said neither/neutral.

**Table 5. Do you feel the positive impacts outweigh the negative impacts or the negative impacts outweigh the positive impacts?
Base: “Both positive and negative impacts”**

n=205	% of Base
Positive impacts outweigh negative	49
Negative impacts outweigh positive	32
Neutral/neither	12
Don't know	5
Refused	2

Comparing to Past Surveys

Responses in 2022 closely resembled those of 2021, with changes of only 1% to 2%.

Table 6. TREND: Weighing Both Positive and Negative Impacts, 1998, 2002, 2006, 2021, 2022 (%)

	1998	2002	2006	2021	2022	Change 2021-22
Positive impacts outweigh negative (1998-2006: benefits outweigh costs)	45	46	47	51	49	-2
Negative impacts outweigh positive (1998-2006: costs outweigh benefits)	32	29	32	30	32	+2
Neutral/neither	16	16	14	14	12	-2
Don't know	6	8	7	4	5	+1

Composite Results

When combining results of the previous two questions, over half of respondents (55%) felt that either tourism has an overall positive impact on their household, or the positive impacts outweigh the negative. One out of five (20%) felt that either tourism has an overall negative impact on their household, or the negative impacts outweigh the positive. When comparing composite results between 2021 and 2022, there were no statistically significant changes.

Table 7. Combined Results: Overall Impacts + Both Positive/Negative Impacts

n=500	% of Total
NET Positive	55
Positive impact	35
Both; positive impacts outweigh negative	20
NET Negative	20
Negative impact	7
Both; negative impacts outweigh positive	13
No impact at all	16
Neutral/neither	5
Don't know	4

Types of Impacts

Types of Impacts Affecting Households

Respondents were read eight different types of visitor-related impacts and asked to characterize how much each impact affected their household. Respondents reported the highest degree of impact with *crowding at Mendenhall Glacier*, with 36% very affected and 21% somewhat affected, for a total of 57% affected. Close behind was *crowding on sidewalks downtown*, with 30% very affected and 26% somewhat affected, for a total of 56% affected. Least impactful was *crowding on trails*: 14% reported being very affected and 24% somewhat affected, for a total of 38% affected.

Differences by neighborhood of residence and employment are shown in the following pages. The only other statistically significant differences by subgroup were by age.

- Younger respondents (under 35) were more likely to be somewhat/very affected by three types of impacts.
 - *Crowding on sidewalks downtown*: 68% versus 55% of middle-aged respondents (aged 35-54) and 47% of older respondents (55 and older).
 - *Crowding on trails*: 50% versus 39% of middle-aged respondents and 28% of older respondents.
 - *Air emissions from cruise ships*: 54% versus 40% of middle-aged respondents and 32% of older respondents.

Table 8. For each of the following visitor-related impacts, was your household very affected, somewhat affected, or not affected in 2022? (%)

n=500	Very affected	Somewhat affected	Very + Somewhat Affected	Not affected	Don't know
Crowding at Mendenhall Glacier	36	21	57	40	3
Crowding on sidewalks downtown	30	26	56	42	2
Vehicle congestion downtown	24	27	51	47	2
Flightseeing noise	21	25	46	53	1
Air emissions from cruise ships	23	19	42	54	5
Vehicle congestion outside of downtown	13	29	42	55	2
Whale watching boat traffic and wakes	25	15	40	55	5
Crowding on trails	14	24	38	60	2

Differences by Neighborhood

A few impacts showed differences in responses according to the respondents' neighborhood.

- Downtown/Thane residents were the most likely to be somewhat/very affected by *crowding on sidewalks downtown* at 74%, followed by Douglas/West Juneau residents (64%), Creeks residents (59%), Valley residents (53%), North Douglas residents (44%), and Out the Road residents (41%).
- Residents of Douglas/West Juneau were the most likely to be somewhat/very affected by *vehicle congestion downtown* at 70%, followed by Downtown/Thane residents (59%), North Douglas residents (59%), Creeks residents (53%), Valley residents (46%), and Out the Road residents (35%).
- North Douglas residents were the most likely to be somewhat/very affected by *crowding on trails* at 55%, followed by Downtown/Thane residents (44%), Creeks residents (42%), Valley residents (36%), Douglas/West Juneau residents (34%), and Out the Road residents (28%).
- North Douglas and Out the Road residents were the most likely to be somewhat/very affected by *whale watching boat traffic and wakes* at 55% and 54%, respectively, followed by Douglas/West Juneau residents (45%), Creeks residents (41%), Downtown/Thane residents (37%), and Valley residents (35%).
- Douglas/West Juneau and Downtown/Thane residents were the most likely to be somewhat/very affected by *air emissions from cruise ships* at 62% and 61%, respectively, followed by North Douglas residents (52%), Creeks residents (37%), Valley residents (35%), and Out the Road residents (26%).

Table 9. IMPACTS BY NEIGHBORHOOD OF RESIDENCE:
"Very affected" plus "Somewhat affected" (%)

	Downtown/ Thane n=75	Douglas/ West Juneau n=70	Creeks n=59	Mend. Valley n=200	North Douglas n=42	Out the Road n=54
Crowding at Mendenhall Glacier	52	56	53	58	69	55
Crowding on sidewalks downtown	74	64	59	53	44	41
Vehicle congestion downtown	59	70	53	46	59	35
Flightseeing noise	54	46	45	44	61	43
Air emissions from cruise ships	61	62	37	35	52	26
Vehicle congestion outside of downtown	47	50	37	43	45	37
Whale watching boat traffic and wakes	37	45	41	35	55	54
Crowding on trails	44	34	42	36	55	28

A few impacts showed differences in responses according to where the respondent worked. Note that the sample sizes of those working in Douglas/West Juneau, North Douglas, and Out the Road were too small for analysis.

- Respondents who work in the Downtown/Thane area were more likely to be somewhat/very affected by *vehicle congestion downtown* at 63%; this compares with 47% of those working in the Valley and 41% of those working in the Creeks area.
- Respondents who work in the Downtown/Thane area were more likely to be somewhat/very affected by *crowding on sidewalks downtown* at 67% versus 56% of those working in the Creeks area and 52% of those working in the Valley.
- Respondents who work in the Downtown/Thane area were more likely to be somewhat/very affected by *air emissions from cruise ships* at 52% versus 41% of those working in the Creeks area and 33% of those working in the Valley.

**Table 10. IMPACTS BY NEIGHBORHOOD OF EMPLOYMENT:
"Very affected" plus "Somewhat affected" (%)**

	Downtown/ Thane n=140	Creeks n=45	Mend. Valley n=83
Crowding at Mendenhall Glacier	61	49	55
Crowding on sidewalks downtown	67	56	52
Vehicle congestion downtown	63	41	47
Flightseeing noise	52	36	48
Air emissions from cruise ships	52	41	33
Vehicle congestion outside of downtown	45	40	41
Whale watching boat traffic and wakes	39	38	41
Crowding on trails	44	35	36

Comparing to Past Survey

There were a few statistically significant changes in the percentage of respondents feeling somewhat/very affected by various tourism impacts.

- Those somewhat/very affected by *vehicle congestion downtown* fell from 57% to 51%.
- Those somewhat/very affected by *vehicle congestion outside of downtown* increased from 36% to 42%.
- Those somewhat/very affected by *air emissions from cruise ships* increased from 36% to 42%.

Table 11. TREND: Somewhat + Very Affected, 2021 vs. 2022 (%)

	2021	2022	Change
Crowding at Mendenhall Glacier	57	57	-
Crowding on sidewalks downtown	57	56	-1
Vehicle congestion downtown	57	51	-6
Flightseeing noise	41	46	+5
Air emissions from cruise ships	36	42	+6
Vehicle congestion outside of downtown	36	42	+6
Whale watching boat traffic and wakes	41	40	-1
Crowding on trails	34	38	+4

CBJ Tourism Management

Overall Management

When asked whether CBJ is doing enough to manage the impacts of the visitor industry, respondents were most likely to say they were *not doing enough* (45%) followed by *just the right amount* (41%). Only 4% said they were doing *more than enough*, and 10% didn't know.

- Residents of North Douglas, Downtown/Thane, and Douglas/West Juneau were more likely to say CBJ was *not doing enough* at 57%, 55%, and 52%, respectively; this compares with 46% of Out the Road residents, 44% of Valley residents, and 33% of Creeks residents.

Table 12. Do you think the City and Borough of Juneau is doing more than enough, not enough, or just the right amount to manage the impacts of the visitor industry?

n=499	% of Total
More than enough	4
Not enough	45
Just the right amount	41
Don't know	10

Comparing to Past Survey

Responses in 2022 closely resembled those of 2021; there were no statistically significant changes.

Table 13. TREND: CBJ Tourism Management, 2021 vs. 2022 (%)

	2021	2022	Change
More than enough	7	4	-3
Not enough	45	45	-
Just the right amount	39	41	+1
Don't know	9	10	+1

Cruise Ship Limitations

Respondents were asked whether they were supportive or opposed to CBJ limiting the number of large cruise ships per day to five. Three-quarters (74%) were *supportive*, including 46% *very supportive*, while 18% were *opposed*, including 4% *very opposed*.

- Downtown/Thane residents were the most likely to be *supportive* at 83%, followed by Douglas/West Juneau residents (79%), Creeks residents (77%), North Douglas residents (74%), Valley residents (72%), and Out the Road residents (62%).
- Younger respondents were more likely to be *supportive* at 82%; this compares with 71% of middle-aged respondents and 70% of older respondents.

Table 14. Currently, the maximum number of large cruise ships that can be accommodated in Juneau’s harbor at the same time is five, four docked and one at anchor. Are you very supportive, supportive, opposed, or very opposed to CBJ working to limit the number of large cruise ships per day in Juneau's harbor to five?

n=500	% of Total
Total Supportive	74
Very supportive	46
Supportive	28
Total Opposed	18
Opposed	14
Very opposed	4
Don't know/refused	9

Comparing to Past Survey

A similar question was asked in 2021, but there were several important differences that prevent direct comparison. The 2021 question read:

Juneau’s cruise ship passenger volume is projected to increase by 22% between 2019 and 2022, from 1.3 million to 1.6 million passengers. Nearly all of these passengers arrive on large ships, which is defined in this survey as more than 500 passengers. Currently, the maximum number of large cruise ships that can be accommodated in Juneau’s harbor at the same time is five, four docked and one at anchor. Are you very supportive, supportive, opposed, or very opposed to CBJ working to limit the number of large cruise ships per day in Juneau's harbor?

Note that the words “to five” were added to the end of the 2022 question, in recognition of the progress already made toward this effort on the part of CBJ.

Responses to the 2021 question are as follows: 31% were *very supportive*, 32% were *supportive* (total 63% *supportive*), 18% were *opposed*, and 10% were *very opposed* (total 28% *opposed*).

Tourism Best Management Practices

TBMP Awareness

Respondents were asked how familiar they were with the Tourism Best Management Practices (TBMP) program. Over half (57%) were *not familiar*, 26% were *somewhat familiar*, and 16% were *very familiar*.

- Those with household members employed in tourism were much more familiar with the program: 23% were *very familiar*, and 36% were *somewhat familiar*. This compares with 12% and 20%, respectively, of other respondents.
- Older respondents were most likely to be *very familiar* (22%), followed by middle-aged respondents (15%) and younger respondents (10%).

Table 15. The Tourism Best Management Practices program, also known as TBMP, is intended to reduce impacts in the community. It includes a hotline for reporting concerns about tourism. Are you very familiar, somewhat familiar, or not familiar with this program?

n=500	% of Total
Very familiar	16
Somewhat familiar	26
Not familiar	57

Comparing to Past Survey

Although there were slight shifts in responses 2021 and 2022, changes were not statistically significant.

Table 16. TREND: CBJ Tourism Management, 2021 vs. 2022 (%)

	2021	2022	Change
Very familiar	14	16	+2
Somewhat familiar	32	26	-6
Not familiar	54	57	+3

TBMP Effectiveness

Among those somewhat or very aware of TBMP, 17% said the program was *very effective*; 52% said it was *somewhat effective*; and 15% said it was *not effective*.

- Older respondents were more likely to say it was *not effective* at 22%; this compares with 10% of middle-aged respondents and 8% of younger respondents.

Table 17. Do you think this program has been very effective, somewhat effective, or not effective at managing tourism impacts on residents? (%)
Base: Somewhat or very familiar with TBMP

n=223	% of Base
Very effective	17
Somewhat effective	52
Not effective	15
Don't know/not aware	16

Comparing to Past Survey

The 2021 question was more detailed, asking respondents to rate TBMP's effectiveness on three factors, rather than overall, preventing year-to-year comparison.

Tourism Markets and Initiatives

Tourism Markets

When asked how much priority should be placed on growing four different visitor markets, *ferry travelers* were most likely to be deemed high priority at 66%, followed by *air travelers* at 40%, *small cruise ships* at 38%, and *large cruise ships* at 15%.

- Creeks residents were more likely to rank *air travelers* as high priority at 52%, followed by Downtown/Thane residents at 47%, North Douglas residents at 46%, Out the Road residents at 41%, Valley residents at 36%, and Douglas/West Juneau residents at 34%.
- Older respondents were more likely to rank *small cruise ships* as high priority at 49%; this compares with 32% of middle-aged respondents and 29% of younger respondents. Older respondents were also more likely to rank *air travelers* as high priority at 46%; this compares with 42% of middle-aged respondents and 30% of younger respondents.

Table 18. Do you feel that Juneau should place a high priority, moderate priority, or low priority in growing each of the following visitor markets? (%)

n=500	High Priority	Moderate Priority	Low Priority	Don't know
Ferry travelers	66	20	11	3
Air travelers	40	32	22	5
Small cruise ships	38	36	23	4
Large cruise ships	15	24	58	3

Comparing to Past Survey

The percentage of respondents saying a high priority should be placed on growing the *air market* fell from 48% in 2021 to 40% in 2022; no other changes were statistically significant.

**Table 19. TREND: Market Growth Prioritization, 2021, 2022
% High Priority**

	2021	2022	Change
Ferry travelers	71	66	-5
Air travelers	48	40	-8
Small cruise ships	39	38	-1
Large cruise ships	18	15	-3

Public Transit Option for Visitors

Over two-thirds of respondents (69%) were *supportive* of CBJ developing a public transit service for visitors, including 26% *very supportive*. One-fifth (20%) were *opposed*, including 6% *very opposed*.

- There were no statistically significant differences by area of residence, but those who work in Downtown/Thane and the Creeks were more likely to be *supportive* (78% and 79%, respectively) than those who work in the Valley (59%).
- Older respondents were less likely to be *supportive* at 60%; this compares with 74% of both middle-aged and younger respondents.

Table 20. CBJ is considering developing a public transit option for visitors to access downtown and popular attractions. Would you be very supportive, supportive, opposed, or very opposed to CBJ developing this service?

n=500	% of Total
Total Supportive	69
Very supportive	26
Supportive	43
Total Opposed	20
Opposed	14
Very opposed	6
Don't know	11

CBJ Tourism Department Priorities

Respondents were asked what level priority should be placed on seven different CBJ tourism activities. The highest priority was *limiting the number of large cruise ships per day to five*, with 60% saying this should be high priority, followed by *reducing traffic congestion* at 55% and *shore power/dock electrification* at 50%. The lowest priority activities were *renovating Centennial Hall to attract more conferences* and *extending the Seawalk* (both at 34% high priority).

- Douglas/West Juneau residents were the most likely to place a high priority on *shore power* (64%); this compares with 59% of North Douglas residents, 54% of Downtown/Thane residents, 52% of Creeks residents, 49% of Out the Road residents, and 43% of Valley residents.
- Douglas/West Juneau residents were the most likely to place a high priority on *reducing traffic congestion* (69%); this compares with 62% of Downtown/Thane residents, 61% of North Douglas residents, 60% of Creeks residents, 50% of Valley residents, and 44% of Out the Road residents.
- Downtown/Thane and Creeks residents were the most likely to place a high priority on *limiting the number of cruise ships* at 72% and 70%, respectively; this compares with 67% of Douglas/West Juneau residents, 64% of North Douglas residents; 54% of Valley residents, and 49% of Out the Road residents.
- Creeks residents were the most likely to place a high priority on *renovating Centennial Hall* at 52%; this compares with 46% of Downtown/Thane residents, 43% of North Douglas residents, 37% of Out the Road residents, 34% of Douglas/West Juneau residents, and 24% of Valley residents.
- Middle-aged and older respondents were more likely to place a high priority on *shore power* (56% and 52%, respectively) when compared with younger respondents (40%). Older respondents were more likely to place a high priority on *extending the Seawalk* at 41%; this compares with 34% of younger respondents and 26% of middle-aged respondents. Younger respondents were more likely to place a high priority on *developing a public transit option* at 52%; this compares with 41% of middle-aged respondents and 36% of older respondents.

See table, next page

Table 21. Should the CBJ Tourism Department place a high priority, medium priority, or low priority on each of the following items? (%)

n=500	High Priority	Medium Priority	Low Priority	Don't know
Limiting the number of large cruise ships per day to five	60	17	20	3
Reducing traffic congestion	55	28	14	3
Shore power/dock electrification	50	22	17	12
Developing a public transit option for visitors	42	29	21	8
Supporting the development of additional hotel capacity	40	33	19	7
Renovating Centennial Hall to attract more conferences	34	36	26	4
Extending the Seawalk	34	33	29	4

When asked which priority was most important, the most popular response was again *limiting the number of large cruise ships* (28%), followed by *shore power/dock electrification* (16%) and *reducing traffic congestion* (14%).

Table 22. Of the priorities I just mentioned, which one do you think is MOST important? (%)

n=500	% of Total
Limiting the number of large cruise ships per day to five	28
Shore power/dock electrification	16
Reducing traffic congestion	14
Developing a public transit option for visitors	12
Supporting the development of additional hotel capacity	8
Extending the Seawalk	8
Renovating Centennial Hall to attract more conferences	8
Don't know	5

Additional Suggestions

Following the previous questions about prioritization, respondents were asked:

Are there any activities I didn't mention that you think the CBJ Tourism Department should prioritize?

About one-half of respondents offered suggestions. Common themes included improving parking, limiting cruise ships/passengers, addressing the housing shortage, and improving trails. A full list of verbatim responses can be found in the Appendix.

Visitor Distribution

An equal percentage of respondents (42%) agreed with the statement *CBJ should work to spread visitors throughout the Borough* as with the statement *CBJ should work to keep visitors concentrated in areas developed for tourism*. Sixteen percent said neither, or they didn't know.

- Downtown/Thane residents were more likely to agree with *CBJ should work to spread visitors throughout the Borough* at 62%. This compares with 49% of Douglas/West Juneau residents, 47% of Creeks residents, 42% of Out the Road residents, 37% of North Douglas residents, and 35% of Valley residents.
- Valley residents were the most likely to agree with *CBJ should work to keep visitors concentrated in areas developed for tourism* at 47%, followed by North Douglas residents (44%), Out the Road residents (44%), Creeks residents (40%), Douglas/West Juneau residents (37%), and Downtown/Thane residents (25%).

Table 23. Which of the following statements best reflects your opinion? (%)

n=500	% of Total
CBJ should work to spread visitors throughout the Borough	42
CBJ should work to keep visitors concentrated in areas developed for tourism	42
Neither/don't know	16

Tourism Employment

Over one-third of respondents (38%) said that they or a member of their household had been employed in the Juneau tourism industry sometime in the past five years.

- Younger respondents were more likely to answer affirmatively (51%) followed by middle-aged respondents (37%), then older respondents (29%).

Table 24. Have you or any members of your household been employed in the Juneau tourism industry at any time during the past five years?

n=500	% of Total
Yes	38
No	62

Among those reporting a household member employed in tourism, the average number of household members was 1.8 people.

Table 25. How many people?
Base: Household member employed in tourism

n=173	% of Base
1	53
2	30
3	8
4+	8
Average	1.8 people

Comparing to Past Surveys

The percentage of people saying a household member was or had been employed in tourism increased from 32% in 2021 to 38% in 2022, while the average number of household members employed increased from 1.5 to 1.8.

Note that in the 2002 and 2006 surveys, the length of time was two years rather than five years, which explains some of the increase in the more recent surveys.

Table 26. TREND: Household Member Employed in Juneau Tourism
2002, 2006, 2021, 2022

	2002 Past 2 years	2006 Past 2 years	2021 Past 5 years	2022 Past 5 years	Change 2021-22
Household member employed	21%	23%	32%	38%	+6%
Average number	1.4 people	1.4 people	1.5 people	1.8 people	+0.3

Respondent Characteristics

The tables in this section show unweighted data to accurately reflect sample characteristics. (All survey data in the preceding tables was weighted by age and neighborhood of residence; please refer to Methodology section for more detail on weighting.)

Respondents were most likely to live in the Mendenhall Valley (39%) followed by Downtown/Thane (15%), Douglas/West Juneau (14%), Salmon Creek/Lemon Creek/Switzer Creek (12%), Brotherhood Bridge/Out the Road (11%), and North Douglas (8%).

Respondents were most likely to work in Downtown/Thane (28%) followed by the Valley (17%). Three out of ten respondents (29%) did not provide a place of employment due to unemployment, retirement, etc.

**Table 27. In which area of the City and Borough do you live?
In which area of the City and Borough do you work?
UNWEIGHTED**

n=500	LIVE % of Total	WORK % of Total
Mendenhall Valley	39	17
Downtown/Thane	15	28
Douglas/West Juneau	14	3
Salmon Creek/Lemon Creek/Switzer Creek	12	9
Brotherhood Bridge/Out the Road	11	3
North Douglas	8	2
Other	<1	2
Borough-wide	n/a	6
Unemployed/retired/student/etc.	n/a	29
Don't know/refused	1	2

Respondents were about half male (49%) and half female (50%). Note that gender was not asked directly of respondents; surveyors made assumptions based on voice, resulting in 1% “don’t know” responses.

Table 28. Gender
UNWEIGHTED

n=500	% of Total
Male	49
Female	50
Don't know	1

Respondents reported an average age of 52; the most common age group was 55 to 64 (22%).

Table 29. Age
UNWEIGHTED

n=500	% of Total
18-24	5
25-34	14
35-44	19
45-54	14
55-64	22
65-74	19
75+	8
Average age	52 years old

Appendix

Responses to Open-Ended Question

Are there any activities I didn't mention that you think the CBJ Tourism Department should prioritize?

- \$5 surcharge per person to go into a fund that is distributed to residents so all would share in profits from ships. We'd be happier about more ships coming in!
- 1. No information on dock electrification, need more public information. 2. Where would new visitors stay, not enough hotel space for visitors on ferries and air travelers.
- 5th cruise ship dock by Sealaska may use private facilities instead of public, CBJ will lose revenue.
- A new transit system could detract wages from local taxi operators.
- Add art and music center.
- Add Doris St. bus stop back before adding things for tourists.
- Add electric buses.
- Add more parking downtown.
- Additional public bathrooms (even portable bathrooms in the summer would be helpful).
- Advocate more strongly for enforcing fines on some boats that get too close to whales. Also, sewage dumping in the harbor needs to be carefully regulated.
- Airport traffic helicopters. There are too many and are too loud.
- Announcing how much CO2 was generated this Summer and work to reduce it. Reduce bus emissions or use electric buses. Reduce trail use to 20 per trail.
- Anything to help our community recover from Covid.
- At least one day that ships are not in, to give locals a chance to go downtown.
- Better accommodations & transportation to/from Bartlett regional hospital for visitors.
- Big businesses are buying out businesses that were once owned by locals in Juneau.
- Boat traffic.
- Boats should not be leaving loud departure chimes or signals (foghorn excepted). Reinstate Ocean Ranger program.
- Build a road to Haines.
- Build a train, transit.
- Building City Hall.
- Can city/borough limit number of people who get off cruise ships? This would help Juneau not be overrun with tourists.
- Capturing economic impact of tourism industry in Juneau; don't mistake business to benefit. Dump is terrible, need to have tourism industry pay for extra wear and tear on roads,

wastewater, and other negative externalities. Harbor wear and tear, trails have fees to support.

- CBJ does not prioritize residents. Auke Bay not allowing king salmon fishing from the dock any longer.
- CBJ needs to broadcast potential plans and reasons more broadly to inform people.
- CBP needs a bigger office at the harbor; Docks and Harbors need more space/bigger offices (and condensed into one); need more bathrooms in those buildings (and more public bathrooms).
- Cell service gets bad when ships are in. Housing for the workforce. Put pressure on the cruise ship industry to build housing for the workers.
- Cigarette smoking downtown: canisters overflow because of so many cruise ship crew and passengers smoking in downtown. One caught fire and the fire department needed to be called. Create a smoking section or disallow smoking downtown.
- City relies too much on tourism money.
- CLIA should fund an EPA approved incinerator for our landfill to help process the 3 million pounds of trash they leave in Juneau's landfill.
- Closing Front Street, Franklin and Marine Way could create a pedestrian mall during tourist season then car traffic could be diverted to other areas. CBJ should reduce visitors' impact by such measures.
- Continue to make improvements that please the cruise ships so that they will return. This makes Juneau's economy strong.
- Coordinate with Mendenhall Glacier Visitor Center and the prospective number of tour busses scheduled at the same time. Sometimes the buses were 7 deep waiting for parking and spewing exhaust every minute.
- Covid hurt the economy. Tourism is important but Juneau has become a zoo. It is way too much to the point it has become a torment to locals trying to go about their lives.
- Cut season May 1- Sept 31.
- Cut tourist numbers in half.
- Develop a new small boat harbor.
- Develop educational attractions downtown. Ex: aquarium, raptor center, Southeast Alaska bird life exhibit.
- Develop hotel capacity.
- Develop independent traveler.
- Develop tourist attractions that Juneau people can use the whole year.
- Discharge of water from ships: Has many questions about why state oversight budget was cut. Could CBJ take the lead on this at least with posing the questions and follow up to get oversight back?
- Do road construction after hours. Clean up Glacier Highway (trashy tacky). Work with existing Lyft/rideshare to make it more ride friendly.
- Dock electrification.

- Dock electrification if the cruise lines pay. Tax cruise ships for the Alaska school system.
- Docking and pollution control.
- Downtown parking.
- Drug enforcement. Get a drug dog to make sure no drugs are coming into Juneau. Maintain road safety for DUI, potholes, speed enforcement, etc.
- Eaglecrest should be subsidized. Do something in summer.
- Effects on city water and electric.
- Electric bus options.
- Electric buses. One day without ships.
- Encourage more restaurants options. New opportunity for students to get involved in the occupations in the tourist industry.
- Encouraging public/private transportation options to Auke Bay or Glacier. Not in favor of adding 5th dock at subport.
- Fewer large cruise ships.
- Find a way to weigh in on discharge into waters by cruise ships. This must be addressed.
- Finding uses for the ghost town Juneau becomes in the fall.
- Fix Walmart Building.
- Fixing the dock expansion on Aurora.
- Fixing trails that the tourists impact. Mt. Roberts is highly used and needs more maintenance.
- General upkeep of trails, marked clearly. Garbage pickup.
- Gray water discharges - the way they discharge through the pipes gray water pumped by cruise ship is a known fact. The cruise ships dump gray water and pollute the fisheries Juneau counts on. Air quality is also very poor.
- Harbor Department should spend money on dock electrification and the waterfront - a smart long term investment.
- Help Eaglecrest make money during the summer.
- Help the hospital to handle tourists who need to use the hospital services.
- Helping to ensure clean waters. Do not let cruise ships get away without oversight.
- Housing
- Housing for employees who work the tourism jobs needs to be thought out. An empty hotel would work. Not enough housing for all the people needed to work in Juneau.
- Housing is not available for the locals because of tourism. Something needs to be done.
- Housing for general public. Believe that employment shortages are partly because of the lack of affordable housing. Put limits on Air BNB.
- Human waste should be dumped in a sewage plant, not the ocean. This needs to be addressed.
- I avoid downtown. Residents need to be considered more.
- I have a small fish boat. I want more safety rules for big ships!
- I question whether some of these plans or developments are the role of the City/Borough.
- If Eaglecrest expands, 2nd bridge needs to be installed.

- If it is not free to tourists, the public transport would be fine (as long as Juneauites/city aren't paying for it, unless it is improving public transit for Juneauites as well)
- Improve cell phone service: it gets reduced when more than two ships are in.
- Improve parking downtown.
- Improve road maintenance.
- Improve trail maintenance.
- Improving public transit for everyone; not passing on the cost to local residents.
- Improving the look of downtown Juneau, enhancing the history of Juneau as the capital and mining community and restore some of the mining out Thane to give visitors more of a pleasant experience which then helps the economy.
- Increased harbor facilities for Auke Bay - moorage and parking.
- Juneau housing shortage is a big concern. Discharging in areas where they commercial fish is also a problem. New oversight program was underfunded and the cruise industry now lacks oversight.
- Juneau needs more ferries.
- Juneau needs safety people to keep tourists out of the street. Encourage tourists to follow sidewalk and street laws.
- Juneau Tourism Department needs to give more support to small businesses.
- Keep pedestrians off the streets.
- Keeping the focus downtown, and supporting local business and activities that are not necessarily tourism-focused. And keep it accessible to walkers.
- Landfill, water utilities and hospital capacity. Examine impacts on locals including finances. Does consumption increase during summer with cruise ships and all tourist industry?
- Large groups of tourists all at once crowding roads is uncomfortable and hazardous. He has a friend who had a heart attack; the ambulance wasn't able to move easily through gridlock. This became life/death problematic.
- Less than 5 ships per day. One day per week with no ships.
- Light at Fred Meyer intersection.
- Limit bigger cruise ships, whale boats.
- Limit it to only 4 ships per day.
- Limit large boats to 5 until there is enough power at AELP.
- Limit number of passengers in Juneau. Could use more hotel space.
- Limit number of people rather than number of ships. Limit number of visitors at each venue at one time.
- Limit ships to 2 per day, not 5. Cut back dates of season. Elevated light rail between airport and downtown and the glacier.
- Limit the ships. Juneau should be able to do something with the head tax to benefit the locals instead of the tourists. Charge more per head. Use tax money for things to benefit us.
- Limit whaling boats in Auke Bay to calm down congestion.
- Limiting amount of tourists.

- Limiting cruise ships.
- Limiting number of cruise ships to far less than 5. Give residents a day with no ships. Limited hours for visitors. Would rather see small boats than large ships. No new docks.
- Limiting the number of large ships; and addressing the number of passengers in a day (five mega-ships is too many).
- Local people compete in air travel with the tourists. Something should be done to help the locals. Tourists also strain bus service to get to the glacier. Transit system idea is a good one.
- Looking at utilizing all of Juneau-improving Lemon Creek's natural attributes.
- Lowering air and water pollution should be a priority.
- Maintaining clean water in Gastineau Channel.
- Make electricity less expensive.
- Make sure locals are not overlooked. Hotels not renting to locals.
- Management of Eaglecrest traffic once the gondola is open.
- Maximum of 3 ships per day. Public transit for visitors should be an electric rail system. Get them off the road.
- Monitor cruise ship speed in channel. Lengthen to "Marmion" not Dupont.
- Monitor the emissions from the smokestacks and control it better.
- More affordable housing is more important than hotel additions.
- More bathrooms for tourists.
- More buses running more often to the valley.
- More charter boat options.
- More conventions would be held at Centennial Hall if the prices were more reasonable.
- More enhancements to parks and trails in coordination with Parks and Recreation Department.
- More independent travelers.
- More info (maps) for visitors. Old folks don't use phone.
- More local job recruitment.
- More outdoor recreation: biking, hiking, climbing.
- More parking.
- More parking at the Whale.
- More parking downtown.
- More parking for locals.
- More taxis, buses at airport. More parking downtown.
- More things to do that involve the community.
- More tourist business open year-round.
- Move the whale from whale park closer to town where people can see it.
- Narrow gauge railroad to tie into Skagway. Easier to put cars on the railroad as the railroad is cheaper to build than a road. Plus snow maintenance is cheaper with a private company picking up the tab.
- Need "local" parking downtown.

- Need a machine to purchase bus pass for the day.
- Need affordable housing for seasonal workers and residents.
- Need more food trucks downtown. Nothing to eat or drink by the Seawalk. Need a program to support food trucks to fill in the gaps.
- Need new JACC, black box room for whale watching. Need narrow gauge railroad and parking to relieve road congestion.
- Need to consider locals in program planning. Money for local environment sponsor program.
- Need to provide information on what CBJ is doing to address water pollution (gray water) and air pollution (diesel fuel emissions)
- Needs to address overcrowded healthcare facilities during tourist season.
- No chairs for seniors to sit down. More housing is needed. Send tourists to Auke Bay or Thane.
- No further or little development at Mendenhall Glacier Lake.
- No taxing whale boat captains.
- Noise and pollution and dumping in landfill. Want to see limits and regulation on these.
- Nonprofits like Juneau Trail and Roadrunners should be able to advertise to cruise ships to help support events with cruise ship passengers participating in races, including for the Audubon.
- Not anti-tourist but most business downtown are owned out of state.
- Not sure how to spread the word on certain developments, like the public transit proposal, but this needs to be done to let Juneau residents decide.
- Parking (x4)
- Parking spaces designated for parking in town.
- Pay attention to other areas of the city besides downtown
- Pedestrian traffic is horrendous. Needs to be addressed.
- People from the lower 48 take jobs away from locals. The temporary workers usually indulge in drugs and alcohol for a couple of years before they go back to the Lower 48. Fix more high-rise parking. Cruise ships get the cheap summer electricity. CBJ should do more for local children rather than being concerned about visitors.
- Places to sit down and public restrooms and water fountains.
- Pollution from cruise ship dumping is not addressed in this survey.
- Pollution wasn't mentioned but electrification of the docks should help cruise ships produce less toxic exhaust because they now operate on diesel fed generators mostly.
- Pressure on local fishery and pressure on whales cause a direct effect on me.
- Prioritize clean water and clean air. Make a statement that this, and not profits, drives the city's goals.
- Prioritize locals. If locals did not operate anything tourist could not come here to buy diamonds.
- Prioritize mixed use areas for both residents/tourists.

- Prioritize what local taxpayers need. Tax money staying in the city.
- Promote more tourism with private enterprise.
- Promote our trails more.
- Promoting independent travelers.
- Property owners would ask people to cost to develop trails.
- Public transit for those disembarking ferries.
- Public transit improvements, with one downtown loop from the AJ dock to the capitol, goes towards Foodland/JAHC/Museum, and back to the AJ dock. With a low-cost day pass for that route would be amazing. Public restrooms: there aren't enough, nor are they clean/neat enough. The nice ones at the whale, and at the tram, but there are not good signs for the existing ones either. And there should be nice, modern, accessible ones too.
- Public transport would have to benefit people in Juneau who rely on the bus for transportation, and it gets super crowded in the summer and locals can't get a seat; limiting cruise ships across the borough; limit the number of whale-watching trips/boats per day in Juneau.
- Put a zipline from Mt. Roberts to the glacier.
- Put Centennial Hall and Juneau Arts buildings together.
- Put limit on the whale watching boats.
- Putting Totem poles up and advertising them more.
- Recognizing the impact on locals. Tourists intruding on non-traditionally tourist area (Douglas Island).
- Re-do the JACC building and fund raise - a deeper need for Juneau than Centennial Hall.
- Reduce number of ships to 3 or 4. 5 is too many with newer larger ships.
- Reduce footprint of industry.
- Reducing number of visitors each day.
- Relocate the airport. Extend the road.
- Rental Jeep for tourists. Whale watching needs to be monitored. They clog traffic. Less helicopter overflights.
- Replacing the bear proof trash cans downtown. Preventing bears walking around downtown.
- Replacing the JACC so we have a performing arts center also use it for conferences and all things like that.
- Respecting residents. Planes buzzing around houses. Turn Franklin St into foot traffic only.
- Restrooms (more).
- Road maintenance.
- Safer downtown now - but many vacancies after COVID. Incentivize bringing business back downtown.
- Second crossing.
- Ships should educate people about safety/dress in the area/respect the locals/small ships are more courteous.

- Shops close at the end of tourist season and could be open for locals to shop for a couple of weeks after the season. About two weeks in November would be nice, especially weekends.
- Should limit to less than 5 ships per day. Would support public transit option if it was also for locals. Dual use for tourist centered businesses. Moving homeless to the valley is not okay to hide them from tourists.
- Should not allow cruise ships to come to Juneau to dump in our landfill. Needs to stop.
- Should not have international diamond shops in Alaska. Alaska is about gold, not diamonds. Juneau shouldn't pander to multinationals catering as locals to tourists.
- Sightseeing restrictions.
- Smaller cruise ships can sell more excursions that give different options to entertain visitors for 8 hours. Large cruise ships operate on "faster rotation, more profits."
- Smoke emissions from cruise ships is pretty bad where he lives on Douglas. Bedroom window overlooks the harbor in a narrow spot. Smoke is in layers across water and sky.
- So many big whale-watching boats, would like to see some limits.
- Solid waste disposal by cruise ships leaves a lot of questions. City/Borough could address residents' concerns better.
- Stop selling downtown to cruise lines.
- Street improvements for residents. All eggs in one basket: tourist. Need diversity.
- Support JACC as part of tourism.
- Support local small operations.
- Supporting benefit art for locals and tourists.
- Supporting local owned business.
- Take public comment before building a new dock between bridge and wharf (at sub port).
- The air pollution and damage greatly increases with more big cruise ship dockings.
- The federal government has proposed certain activities on the glacier. The city and borough should be involved in these decisions that will impact the glacier.
- The hospital struggles to communicate with passengers or crews from cruise ships. Need more translators.
- The Senate building has a constant line to the bathroom. Juneau needs more restrooms!
- The size and volume of tour boats make too many boats getting in and out of harbor. It is a nightmare.
- The whale boats are too bold and close to those fishing. Also breaking laws regarding how close they get to whales. Get on the captains better.
- There are a ton of whale watching boats, and the big ones create big wakes, and the smaller ones aren't so bad; but there really shouldn't be any more allowed out, or at least the number of trips/passengers a day might be limited, or possibly the size of boats.
- There should be more ships, more tourists, more people visiting the town.
- They should make a dorm or housing arrangement for the legislators.

- This survey did not mention the environmental stress from tourism on Juneau, as it impacts the animals, the air, the water.
- Too many Air BNBs and no apartments for rent at a reasonable price.
- Too many tourists on city buses so locals can't get on. Need more buses or tourist shuttle where they pay for it.
- Too much emphasis on number of ships and not on number of visitors. Number of visitors per day should be limited.
- Tourism is very important in the economy. My parents own a tourism company.
- Tourism takes up space for housing, AirBNB and VRBO.
- Tourists destroy roads and sidewalks; five ships a day is too many. CBJ uses Juneau's tax dollars to fix problems caused by tourists.
- Tourists ignore the chains put up to guide them walking the street.
- Traffic circles education.
- Trails and recreation.
- Trails should be monitored for more safety.
- Transit link to ferry terminal.
- Upgrade the JACC, not rebuild it.
- Use Walmart for combo tourists attraction/indoor sports for kids. Parking downtown for locals in summer. Take a pro-active role to encourage ships to use shore power, use a higher-grade fuel to reduce smoke and within a distance of city. Valdez requires this.
- Wants to encourage more bed and breakfast businesses. Regulate amount dumped in landfill from cruise ships.
- Wants to know more about City's plans about dock electrification.
- We need local ferry service.
- We should control number of tourists daily, improving quality of life for residents and improving the experience for visitors.
- Whale watching has gone crazy-obnoxious not well-designed boats on the waterway. Whale harassment and Captains with their own charter boats create huge wakes, 5-foot wakes are not out of the question. Helicopter traffic changed, they are now flying over residential areas as many as six to eight times a day.
- Winter tourism should be marketed and supported.
- Work to improve seasonal housing.
- Would be good to have more information on these plans because shouldn't hear about certain City/Borough ideas for the first time on a survey.
- Would like to see more energy put on solving the teacher shortage or food distribution to the poor than city-borough government concentrated on cruise ship travel amenities.

Survey Instrument

See attached.

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ONGOING PROJECTS

- Support development that alleviates pressure on existing infrastructure (CBJ)
- Complete development of the seawalk (CBJ)
- Take a more active role in ship scheduling (CBJ, CLAA)
- Promote efficient ship scheduling to manage congestion (CBJ, CLAA)
- Support cultural tourism and Native Art in public spaces (CBJ, industry)
- Continue to operate TBMP over the long-term with peer pressure model for compliance (TBMP, industry)
- Maintain and develop trails (Trail Mix, AK State Parks, USFS, CBJ)
- Prioritize dock electrification and continue to work with utility to monitor capacity (AEL&P, CBJ)
- Monitor water, wastewater, air quality (CBJ, AKDNR)
- Develop marketing campaigns to promote local businesses, encourage cruise lines to support (Travel Juneau, industry, CBJ)
- Complete a public survey on visitor impacts annually (CBJ)
- Limit water usage by ships in times of drought (CLAA, CBJ)
- Research and develop efforts to move people on and off the right-of-way including electric ferries, seawalk extension, connections to seawalk and other pedestrian routes (CBJ)

2021

- Establish a City & Borough tourism management office (CBJ)
- Finish and implement Blueprint Downtown (CBJ)
- Limit Parks & Recreation commercial use permits to manage the impacts on parks and trails (CBJ)
- No cruise ships of any size in Auke Bay (CBJ)
- Research how other US communities have identified limitations on visitor numbers (CBJ)
- Focus pedestrian flow to crosswalks and desired destinations (CBJ + TBMP)
- Require all commercial use permittees to be TBMP (and WhaleSENSE if applicable) members in good standing
- Strategically assign ship berths based on ship size
- Release ship schedules and passenger counts 2 years in advance or upon creation
- Cruise lines will review last-minute schedule changes for weather, etc. with CBJ for community impact
- Limit expansion of downtown dock infrastructure to allow for no more than one larger (750+ passengers) ship (CBJ, USCG)
- Stagger ship arrival times by 30 minutes (CLAA)
- Incentivize environmental best management practices through local award programs (Travel Juneau, CBJ/JCOS, Chamber)
- Prohibit ship waste in landfill (CLAA, CLIA, CBJ)
- Recognize businesses participating in "Adventure Green Alaska" program

2022

- Determine community goals and implement an action plan. For example: emissions, shore power, congestion mitigation, and develop (CBJ)
- Research and implement permitting system for whale watching operators (CBJ, NOAA, WhaleSENSE)
- Prohibit larger ships anchoring and/or lightering in the channel if an additional dock is constructed (CBJ, USCG)
- Periodically update commercial use fees (CBJ)
- Assess tour permitting for streets and sidewalks and develop regulations if feasible (CBJ)
- Improve pedestrian access between seawalk and South Franklin (CBJ)
- Implement transportation improvements downtown (TBMP, AKDOT, CBJ)
- Analyze the effects of hot berthing (CBJ)
- Require assignment of shore power configured ships to electrified docks (CBJ, CLAA)
- Negotiate with cruise lines to "get the peak out of the week" so number of visitors is spread more evenly (CLIA, CBJ, TBMP)

2023

- Develop regulations to reduce speed and wakes from whale watching vessels in Auke Bay and impacted areas (CBJ, NOAA)
- Encourage and incentivize electrification of tourism vehicles (CBJ)
- Plan and analyze the impacts tourism activities in areas outside of downtown development and regulate where appropriate (TBMP, CBJ)
- If Norwegian Cruise Lines dock is operational, prohibit hot berthing as a scheduled practice (CLAA, CLIA)
- Negotiate a formal agreement by 2023 to limit port capacity to 5 large ships per day (CBJ, CLIA)
- Incentivize Juneau as a turn port for smaller ships (Travel Juneau, CBJ)
- Consider staging areas outside downtown and deliveries made to downtown businesses outside of port call hours (CBJ, TBMP)



MEMORANDUM

DATE: November 23, 2022

TO: Assembly Committee of the Whole

FROM: Alexandra Pierce, Tourism Manager

SUBJECT: Long-Term Tourism Strategy

This memo is intended to advise the Assembly on a long-term strategy for tourism management, provide an update on the big picture recommendations set by the Visitor Industry Task Force (VITF) in 2020, and provide context on current tourism management priorities ahead of a more detailed discussion at the Assembly retreat.

Adopting the VITF Recommendations

The VITF met in 2019 and 2020. The final report was delivered in March of 2020, as the cruise industry ground to a halt, followed by the rest of the world. The Assembly accepted, but never formally adopted the VITF recommendations because the immediate challenges of COVID-19 required the Assembly's full attention. The approach to date has been to deal with VITF-recommended issues as they arise. As a reminder, the four questions in the Mayor's charging document can be summarized as follows:

1. Management of the Visitor Industry
2. Long Range Waterfront Plan Updates
3. Restrictions on Numbers of Visitors
4. Public Opinion Surveys

The VITF created multiple recommendations for each of these questions (Attachment A). They range from straightforward and specific to nebulous and complicated. The more complicated, "bigger ticket" items help shape CBJ's strategic direction on visitor industry management and the public should have the opportunity to testify on that direction. The smaller, more functional recommendations can serve as a guide for minor operational decisions and appropriating ordinances. I recommend that the Assembly adopt a resolution that formalizes CBJ's intent on the following long-range policy objectives:

1. Five ship per day limit
2. Complete the Seawalk
3. Increased scheduling input and transparency
4. Dock electrification

5. Developing a strategy for meeting community and regional goals for emissions, congestion mitigation, and proactive industry management

The Assembly has never formally adopted these policy objectives. While staff is working on these issues, it is important that the Assembly have a public process and formally adopt a resolution articulating these objectives. One of the key recommendations was to create a centralized Tourism Management function and the Tourism Manager position was created and tasked with implementing the VITF recommendations. It is appropriate to go back and revisit these objectives and formally set a strategic direction for tourism management.

VITF Goals

We are making on progress on the following broader goals established by the VITF:

Five Ship Limit

A limit of five ships allows CBJ to make infrastructure decisions to support our existing ship capacity and manage passenger volume. The VITF determined that numerical caps are legally questionable, somewhat arbitrary, and difficult to enforce.

The VITF report states that “CBJ should negotiate a formal agreement with the industry to limit the number of ships to five larger ships per day, one ship at each dock or four ships at dock and one at anchor (if the fifth dock is not built or if a fifth ship chooses to anchor instead of dock).”

The VITF also extensively discussed scheduling considerations and the concept of “best ship at best dock”. The five ship limit is a first step towards scheduling improvements. Additionally, Juneau, Skagway, Ketchikan and Sitka sent a joint letter asking for increased regional transparency and context on scheduling to help inform scheduling discussions in our communities (for example, what does a five ship limit in Juneau mean for Sitka or Ketchikan?).

Waterfront Management

There are several significant infrastructure projects that will require passenger fee funding over the coming years. The COW recently received a presentation from Docks & Harbors about a potential bond package for shore power. CBJ staff is currently working with landowners between the Franklin and AJ Docks on planning and design for a seawalk extension. A dock development at the Subport may also prompt a seawalk project. The restrictive lease discussion below further explains the Assembly role in waterfront management specific to the Subport development project.

Emissions Reduction

CBJ continues to actively participate in Green Corridor discussions. Recently, the “First Movers” group (ports, cruise lines, NGOs) met and agreed to fund a technical feasibility study for net zero emissions cruise operations in Southeast Alaska. It was agreed that this initial study would be jointly funded by the ports of Seattle and Vancouver and CLIA’s member cruise lines. There is no financial request for Alaska ports at this time. Additionally, as mentioned above, Docks and Harbors has prioritized electrifying the Alaska Steamship dock and building the uplands infrastructure to electrify the Cruise Ship Terminal.

Maximizing Local Benefits

The VITF recommended maximizing “localism” through efforts to promote local business and stimulate economic benefit to the community. Another component of localism is ongoing communication with our regional neighbors and working together to collectively maximize benefits and minimize impacts. CBJ has led formation of the Port Communities of Alaska group, which meets monthly. One of our primary aims for this group is to develop a regional strategy where ports articulate their long-term goals for cruise tourism both individually and collectively.

As part of this regional effort, we have committed to working with the industry on port shopping programs, particularly Princess Medallion Pay, which was cancelled in Alaska last year due to local opposition. In recent years, local merchants have made progress in adapting port shopping programs to work for small, local businesses. CBJ’s intent is to support those efforts and advocate for onboard shopping programs that drive passengers to, rather than away from, local businesses.

Centralized Tourism Management

The VITF recommended “CBJ should establish a centralized tourism management function funded by CBJ with full-time staff” which is partially implemented through the creation of the Tourism Manager position. This has been a positive step for CBJ as it tries to negotiate with the industry – and by and large the industry greatly appreciates our approach. However, there is some complexity in the charges of the various pieces of CBJ that work in tourism issues. Some clarification of roles and responsibilities is necessary, and may necessitate updating Title 85. The complexities of Docks and Harbors charge are frustrating to carry out and this is compounded by overlapping roles with the Manager’s Office. Both functions have structurally different approaches to similar tasks and this is challenging and frustrating for all involved.

Scheduling:

For years, Cruise Line Agencies of Alaska has provided dock scheduling for the region. It is a complicated task, and CLAA provides value. CBJ would not benefit from taking over the scheduling function and doing so would create a piecemeal approach that would ultimately hurt our regional neighbors. However, CLAA has no contractual relationship with CBJ and no obligation to schedule to meet community goals. We have improved communication with CLAA over the past year and they have been helpful and responsive to our request for a 2024 schedule that respects the five ship limit. No other municipal asset is managed in this passive manner and it is inappropriate to have a for profit entity managing a municipal asset absent a contractual agreement. In order to meet broad community goals, dock scheduling of the CBJ owned facilities (Alaska Steamship Wharf and Cruise Ship Terminal) must be brought under a formal contractual relationship. An example of the need for a scheduling contractual relationship is the changing dynamics for ship visitation. CLAA and CBJ may have conflicting ideas about the “best ship at best dock” concept and about what arrangement is in the community’s best interest. We need a structured process for these discussions.

Methods for Achieving Goals

Regulation

One option for achieving the VITF goals is to simply pass an ordinance establishing a five ship limit. The VITF recommended, “At this time, the CBJ should not pursue a hard numerical ‘cap’ on numbers of visitors because it is legally questionable and logistically impractical. Limitations can be achieved through other measures, including port infrastructure capacity to better manage the impacts of visitors.” Establishing limits through regulation is a clear, straightforward process. However, it is difficult to anticipate how private dock owners and cruise lines would react, either individually or collectively. So, while regulation is straightforward in the short term, it is likely to present unforeseen challenges in the long-term.

Negotiated Agreements

Staff working on a second MOA with CLIA Alaska member lines that establishes and protects the five ship limit. Cruise Line Agencies has been asked to develop the 2024 schedule with five ships per day in Juneau. The MOA was discussed at CLIA’s Executive Council meeting in early November and we are awaiting comments on the draft.

In parallel to this effort, CBJ has approached private dock owners regarding a similar MOA to hedge against new cruise lines entering the market making arrangements with private dock owners to be the sixth ship in port.

Assuming both agreements are signed in the next few months, we will need to continue to work with the industry and our neighbors to manage growth. This means continued and improved coordination between Alaska ports and more control over our waterfront. These agreements will help focus the discussions around Huna Totem’s proposed development at the Subport.

While the industry prefers to work through negotiation and the VITF recommended achieving our long-term goals through negotiation, the process is slow and it is challenging to get all industry stakeholders in alignment on language and content, even if they have expressed their support for the intent. Next steps for negotiated agreements include a more formalized approach to scheduling and smaller negotiated VITF objectives.

Restricted Lease

Entering into a restricted tidelands lease with Huna Totem for development of the Subport allows CBJ to ensure the development reflects our management objectives. The VITF set a number of criteria for supporting a fifth cruise ship dock:

1. One larger ship per day using one side of the facility;
2. Maximum of five larger ships in port per day;
3. No hot berthing at the new facility;

4. No larger ships allowed to anchor as the sixth ship in town. Larger ships may anchor but the number of larger ships in port would still be limited to five (CBJ to consider legal ramifications of limiting size of ships at anchor);
5. High quality uplands development for community and visitors;
6. Year round development orientation;
7. CBJ manages dock to some extent through a public private partnership or management agreement;
8. Dock is electrified.

The VITF's intent was to put the dock development in context with other big-picture management objectives. Several of these criteria are beyond the control of any one cruise line, dock owner, or developer. As the Assembly works through tideland lease discussions with Huna Totem Corp., these criteria should be considered in combination with the other methods for achieving the VITF goals around scheduling and limits. Establishing the five ship limit allows the Assembly to evaluate the project on its merits and shifts the discussion around port capacity and away from a single development.

Ownership Authority

CBJ should seriously consider acquiring private docks and should begin to build a fund reserve to do so. Control over the waterfront will ensure that CBJ is able to manage volume appropriately, dictate scheduling to mitigate congestion, and allocate passenger fees across the entire waterfront. Dock acquisition also protects against business practices by private dock owners that do not support Juneau's visitor industry management goals.

It is difficult to negotiate limitations on use of private docks that anticipate future industry changes. Many modern waterfronts are controlled by Port Authorities that have more complete control of their waterfront decisions. When NCL wanted to add a berth in Seattle, the Port of Seattle negotiated an agreement whereby the Port built the facility and NCL entered into payment terms that facilitated use that it proposed.

Waterfront control provides the most flexibility for CBJ. It is also the most expensive option with the longest timeline. It is appropriate to consider the other options presented herein and set a long-term objective to control the Juneau waterfront.

Conclusion

In short, the long-term goals described above center around building a sustainable cruise industry presence in Juneau and the rest of Southeast Alaska that maximizes local benefits and prioritizes self-determination for Juneau and our regional neighbors. These goals also have implications for passenger fees. We will likely have several big ticket waterfront infrastructure projects in the next several years. This may mean that more of the passenger fee budget is dedicated to debt service with less room for smaller project requests. The rate study commissioned by Docks & Harbors should be part of the passenger fee discussion this year, and the Assembly should consider all options for funding visitor infrastructure projects.

Recommendation:

Staff recommends that the Assembly discuss tourism topics in depth at the retreat:

1. A round table to discussion about the pros and cons of the various policy objectives and the methods for which they can be achieved.
2. Direct the manager to provide administrative and legislative methods to achieve these objectives.

Attachment A: VITF Recommendations Graphic

From: [Don Etheridge](#)
To: [Carl Uchytel](#)
Subject: Re: By Laws
Date: Monday, December 19, 2022 3:43:14 PM

Yes please.

Sent from my iPhone
Don Etheridge

On Dec 19, 2022, at 3:29 PM, Carl Uchytel <Carl.Uchytel@juneau.gov> wrote:

Paul/Don –
Should I be including this in the Ops agenda?
Thank you,
Carl

Carl J. Uchytel, P.E.

Port Director

City & Borough of Juneau

(907)586-0294

www.juneau.org/harbors

My email has changed to Carl.Uchytel@juneau.gov

From: Paul Grant <Paul.Grant@juneau.org>
Sent: Monday, November 14, 2022 12:48 PM
To: Don Etheridge <Don.Etheridge@juneau.org>
Cc: Carl Uchytel <Carl.Uchytel@juneau.org>
Subject: RE: By Laws

Here is a new version – I found a couple more telephone/video issues in sections F-H of the Teleconference section.

From: Paul Grant
Sent: Monday, November 14, 2022 12:21 PM
To: Don Etheridge <Don.Etheridge@juneau.org>
Cc: Carl Uchytel <Carl.Uchytel@juneau.org>
Subject: By Laws

Don, here is a first cut at the Bylaws project. Here are some questions that we might want to discuss:

In paragraph 8, do we want committee votes to be a majority of the committee

members, or a majority of the quorum that is present? This is only significant for the OPS committee, which has a lower threshold for passing motions than the full board. I don't really have a strong opinion one way or the other.

In paragraph 11, this is a bit out of step with some thinking on COI situations. Usually, the board member declares the conflict, the Chair decides whether the member may vote, subject to being over-ruled by the full Board. This means that conflicts are not automatically disqualifying. The point is transparency, not avoiding voting. We can discuss whether this needs work. We may also need to consult with Ben about this.

Do we even want to keep telephone participation at all? It seems like it will probably never be used again, and I think we could just delete all references to it. For now I left it in but it would be easy to take out. The only situation I can see where it matters is where a Board member is somewhere that a phone is available, but a computer is not. I think that will be a very rare circumstance. Also, Board members on the telephone do not have access to the audio-visual materials that the rest of the Board is looking at, which makes their participation less informed. As far as I'm concerned we could just ditch the telephone altogether.

My edits messed up the pagination. We will need to find someone with more editing chops than I have to straighten that out.

Paul

<By Laws Revisions PHG V2.docx>

Presented by: The Manager
 Introduced: 06/09/2014
 Drafted by: A.G. Mead

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2690

A Resolution Approving Amendments to the Bylaws of the Board of Directors of Docks and Harbors.

WHEREAS, the Docks and Harbors Board of Directors is responsible for the administration and management of the Docks and Harbors under general direction of the Assembly; and

WHEREAS, CBJ 40.05.030 provides that the Docks and Harbors Board of Directors shall recommend bylaws for the administration and government of the Docks and Harbors, which bylaws shall become effective upon approval of the Assembly by resolution; and

WHEREAS, the Assembly may accept the bylaws recommended by the Docks and Harbors Board of Directors, may reject such bylaws, or may modify them; and

WHEREAS, at its regular meeting of May 29, 2014, the Docks and Harbors Board of Directors approved certain amendments to the bylaws consistent with CBJ ordinances and forwarded the same to the Assembly; and

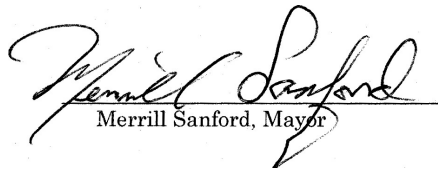
WHEREAS, the Docks and Harbors Board of Directors recommends that the Assembly approve the amended bylaws attached to this resolution.

Now, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. The Assembly hereby approves the Docks and Harbors Board of Directors Bylaws, dated June 9, 2014, attached as Exhibit A

Section 2. Effective Date. This resolution shall be effective immediately upon its adoption.

Adopted this 9th day of June, 2014.


 Merrill Sanford, Mayor

Attest:

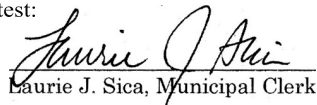

 Laurie J. Sica, Municipal Clerk

Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

ARTICLE I. NAME, DUTIES, AND POWERS

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

ARTICLE II. BOARD MEMBERSHIP AND APPOINTMENT

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

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

3. TERM OF APPOINTMENT. As provided in Section 85.02.010, Board members shall be appointed for staggered three-year terms and until their successor is appointed. Appointment terms will not violate the conditions set forth in Section 85.02.010.
4. VACANCIES. When the conditions set forth in Section 85.02.030 of the Code of the City and Borough of Juneau occur, the Chair will notify the Clerk's Office that a vacancy exists.

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

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

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

ARTICLE III. OFFICERS

1. OFFICERS. Officers of the Board shall consist of a Chair, Vice Chair and any other officers as

Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

the Board may from time to time deem necessary.

2. ELECTION OF OFFICERS. Officers shall be elected at the annual Board meeting or at such time as offices become vacant.
3. TERM. Each officer shall serve for a term to extend until the next annual Board meeting or until such time as they vacate the office.
4. REMOVAL. Any officer may be removed from his or her office by an affirmative vote of at least six (6) Board members at a meeting called for that purpose or by the Assembly in accordance with CBJ 85.02.030.
5. CHAIR. The Chair shall preside at all Board meetings.

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

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

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

ARTICLE IV. COMMITTEES

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

- * Finance
- * Operations & Planning

The Board or the Chair may designate such other standing committees as may be necessary to further the business of the Board. The Chair shall appoint each Board member to serve on at least one standing committee. The Board Chair shall serve as a voting member of all standing Committees.

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

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

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

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Exhibit A Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
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The Chair shall appoint two or more Board members and may appoint any individual that is not a member of the Board to serve on any special committee established.

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

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

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

ARTICLE V. MEETINGS

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

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

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

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

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

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

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

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

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

Any topic or item may be discussed that falls within the purview of the committee's charge as

Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

determined by the Chair, committee Chair, or a majority of the committee's membership.

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

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

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

~~8. **VOTES.** No person other than a Board member is entitled to vote at any Board or committee meeting, except that non-Board members who are appointed members of special committees may vote on matters coming before those committees. ~~within those committees.~~~~

~~8. Each Board member shall be entitled to one (1) vote. No proxy votes may be used to constitute a quorum, transact business, or otherwise. To register a vote, the Board member must be present at the meeting or participating via telephone at the time the vote is taken.~~

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

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

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

As the first order of business after the calling of the roll at the annual Board meeting or at the first

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Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

regular or special meeting after an officer vacancy has been recognized by the Board, the Chair, Vice Chair and/or other officers shall be elected.

The Port Director may include under the consent agenda:

- A. Actions to Propose Regulations for Public Comment
- B. Bid awards that have received Committee concurrence
- C. Resolutions
- D. Other items requiring Board action which do not involve substantial public policy questions.

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

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

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

~~12.~~ TELEPHONIC OR TELECONFERENCE PARTICIPATION.

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

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

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

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

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

~~F.E.~~ F.E. The member participating by telephone or video teleconference shall make every effort to participate in the

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Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

entire meeting. From time to time during the meeting, the presiding officer shall confirm the connection.

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

~~H.G.~~ If the telephone connection or video link cannot be made or is made then lost, the meeting shall commence or continue as scheduled and the ~~Board secretary~~ staff shall attempt to establish or restore the connection, provided that if the member participating by telephone or video teleconference is necessary to achieve a quorum, the meeting shall be at ease, recess, or adjourn as necessary until the ~~telephone~~ connection is established or restored.

~~H.H.~~ Participation by ~~the~~ telephone or video teleconference shall be allowed only for regular, special, or committee meetings of the Board.

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

~~K.J.~~ As used in these bylaws, "telephone" means any system for two-way communication. "Video teleconference" means any service or computer platform which allows for participation by multiple persons, and which includes the capability for video presentation of written materials used during the meeting.

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

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

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

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

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

Exhibit A - Resolution No. 2690

**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

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

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

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

G. Members of the public will precede their remarks by stating their names, organizational affiliation (if applicable) and unless otherwise allowed by the presiding chair, their place of residence.

H. Members of the Board will be recognized by their surnames.

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

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

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

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

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

ARTICLE V II. PORT DIRECTOR

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

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**CITY AND BOROUGH OF JUNEAU
DOCKS AND HARBORS BOARD
BYLAWS**

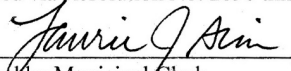
The Port Director shall have the duties and responsibilities identified in Section 85.02.090, 85.02.110, and 85.02.130 of the Code of the City and Borough of Juneau.

ARTICLE VIII. EFFECTIVE DATE AND AMENDMENTS

1. EFFECTIVE DATE OF BYLAWS: These Bylaws, as amended, are effective ~~June 9th, 2014~~ June 9th, 2014.
2. AMENDMENTS. Any of these Bylaws may be amended by an affirmative vote of six (6) Board members at any regular or special meeting called for and approved by the Assembly.
3. ADDITIONAL PROVISIONS. Indemnification of Directors and Officers Each director and officer now or hereafter serving as such, shall be, and by virtue of this Bylaw provision hereby is, indemnified by the City and Borough of Juneau against any and all claims and liabilities to which they, their heirs, and personal representatives ~~ss,~~ have or shall become subject due to serving or having served as such director or officer, or neglected by them as such director or officer; and the City and Borough of Juneau shall reimburse each such person for all legal expenses (including attorney's fees) reasonably incurred by them in connection with any such claim or liability, provided, however, that no such person shall be indemnified against, or be reimbursed for any expense incurred in connection with, any claim or liability arising out of their own willful misconduct or gross negligence.

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

Adopted via Resolution No. 2690 this -- 9 th day of Jun_e, 2014.


Attested by Municipal Clerk



(907) 586-0715
CDD_Admin@juneau.org
www.juneau.org/community-development
155 S. Seward Street • Juneau, AK 99801

COMMUNITY DEVELOPMENT DEPARTMENT - REQUEST FOR AGENCY COMMENT

DEPARTMENT:

STAFF PERSON/TITLE:

DATE:

APPLICANT: 1000 Harbor Way LLC

TYPE OF APPLICATION: PAD22-04 CBJ Property Acquisition and Disposal Review

PROJECT DESCRIPTION:

LEGAL DESCRIPTION: Lease Tidelands Addition BL 5, ATS 3 FR Tidelands Addition BL

PARCEL NUMBER(S): 1C060K510041, 1C100K830032

PHYSICAL ADDRESS: 1000 Harbor Way

SPECIFIC QUESTIONS FROM PLANNER:

AGENCY COMMENTS:

AGENCY COMMENTS (CONTINUED):



DEVELOPMENT PERMIT APPLICATION

NOTE: Development Permit Application forms must accompany all other Community Development Department land use applications. This form and all documents associated with it are public record once submitted.

To be completed by Applicant	PROPERTY LOCATION		
	Physical Address 1000 Harbor Way		
	Legal Description(s) (Subdivision, Survey, Block, Tract, Lot) TIDELANDS ADDITION BL 51 LT 5		
	Parcel Number(s) 1C060K510040		
	☐ This property is located in the downtown historic district ☐ This property is located in a mapped hazard area, if so, which _____		
	LANDOWNER/ LESSEE		
	Property Owner Hansen Gress/CBJ	Contact Person Tyler Gress	
	Mailing Address 1000 Harbor Way	Phone Number(s) 9074636900	
	E-mail Address tyler@hansengress.com		
	LANDOWNER/ LESSEE CONSENT		
Required for Planning Permits, not needed on Building/ Engineering Permits.			
Consent is required of all landowners/ lessees. If submitted with the application, alternative written approval may be sufficient. Written approval must include the property location, landowner/ lessee's printed name, signature, and the applicant's name.			
I am (we are) the owner(s) or lessee(s) of the property subject to this application and I (we) consent as follows:			
A. This application for a land use or activity review for development on my (our) property is made with my complete understanding and permission.			
B. I (we) grant permission for the City and Borough of Juneau officials/employees to inspect my property as needed for purposes of this application.			
Dan Bleidorn Landowner/Lessee (Printed Name) CBJ Land Mana Title (e.g.: Landowner, Lessee)			
X <i>Daniel Bleidorn</i> Landowner/Lessee (Signature) 9/13/22 Date			
Tyler Gress Landowner/Lessee (Printed Name) Lessee Title (e.g.: Landowner, Lessee)			
X <i>Tyler Gress</i> Landowner/Lessee (Signature) 8/31/2022 Date			
NOTICE: The City and Borough of Juneau staff may need access to the subject property during regular business hours. We will make every effort to contact you in advance, but may need to access the property in your absence and in accordance with the consent above. Also, members of the Planning Commission may visit the property before a scheduled public hearing date.			
APPLICANT If same as LANDOWNER, write "SAME"			
Applicant (Printed Name) 1000 Harbor Way, LLC			
Contact Person Tyler Gress			
Mailing Address 1000 Harbor Way, Suite 201			
Phone Number(s) 907-723-7069			
E-mail Address tyler@hansengress.com			
X <i>Tyler Gress</i> Applicant's Signature 8/31/2022 Date of Application			

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number PA022-004	Date Received 11/8/22
Intake Initials AB	



PROPERTY ACQUISITION AND DISPOSAL REVIEW APPLICATION

See reverse side for more information regarding the permitting process and the materials required for a complete application.
NOTE: Must be accompanied by a DEVELOPMENT PERMIT APPLICATION form.

To be completed by Applicant

PROJECT SUMMARY:
The building Hansen Gress recently purchased at 1000 Harbor Way is partially on CBJ leased land and partially on their property at TIDELANDS ADDITION BL 51 LT 5. To permit any work that crosses that lot line, through the building they have purchased, the lots will need to be consolidated. The desire is to purchase the land on which the building is built so they can make major structural and architectural improvements to the aging building. Before acquiring the property, we also hope that CBJ will move the lot lines to allow for development on the water side of the building. With the setbacks in place for the waterfront commercial zone, the current lot lines do not allow for the building owner to put a deck or a canopy on the water side. We hope you consider our proposal of Hansen Gress purchasing Tideland's addition Bl 5 to consolidate the lots and provide an avenue for the building owner to do the improvements necessary to protect their investment and visually improve a small portion of the Juneau waterfront.

TYPE OF PROJECT REVIEW: ☒ Property Acquisition Review ☒ Property Disposal Review

PROJECT NUMBERS ASSOCIATED WITH PROPOSAL:
Is this project associated with any other Land Use Permits? ☐ YES Case No.: _____ ☐ NO
Capital Improvement Program # (CIP) _____
ESTIMATED PROJECT COST: \$ _____

ALL REQUIRED MATERIALS ATTACHED
☒ Complete application
☒ Pre-Application notes (if applicable)
☒ Narrative including:
 ☒ Current use of land or building(s)
 ☒ Proposed use of land or building(s)
 ☒ How the proposed project complies with the Comprehensive Plan
 ☒ How the proposed project complies with the Land Use Code (Title 49)
 Site Plan (details on page 2)

NOTE: This application is required even if the proposed project is associated with other Land Use permits.

-----DEPARTMENT USE ONLY BELOW THIS LINE-----

PROPERTY ACQUISITION & DISPOSAL FEES	Fees	Check No.	Receipt	Date
Application Fees	\$ 150			

\$100 sign Deposit
\$50 sign Fee
\$150

This form and all documents associated with it are public record once submitted.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

For assistance filling out this form, contact the Permit Center at 586-0770.

Case Number PAD22-004	Date Received 11/8/22
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Property Acquisition & Disposal Review Information

Property Acquisition & Disposal project review is outlined in CBJ 53.04 and 53.09

Each application for a Property Acquisition & Disposal project is reviewed by the Planning Commission at a public hearing. The permit procedure is intended to provide the Commission the flexibility necessary to make recommendations tailored to individual applications.

Application: An application for a Property Acquisition & Disposal project review will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

1. **Forms:** Completed Property Acquisition & Disposal Project Application, and Development Permit Application forms.
2. **Fees:** No fee required for projects that cost less than \$2.5 million. For projects costing more than this amount, the fee is \$1,600.00. All fees are subject to change.
3. **Project Narrative:** A detailed narrative describing the project.
4. **Plans:** All plans are to be drawn to scale and clearly show the items listed below:
 - a. Plat, site plan, floor plan and elevation views of existing and proposed structures and land;
 - b. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances;
 - c. Proposed traffic circulation within the site including access/egress points and traffic control devices;
 - d. Existing and proposed lighting (including cut sheets for each type of lighting);
 - e. Existing and proposed vegetation with location, area, height and type of plantings; and,
 - f. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.)

Document Format: All materials submitted as part of an application shall be submitted in either of the following formats:

1. Electronic copies in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf (other formats may be preapproved by the Community Development Department).
2. Paper copies 11" X 17" or smaller (larger paper size may be preapproved by the Community Development Department).

Application Review & Hearing Procedure: Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

Review: As part of the review process the Community Development Department will evaluate the application for consistency with applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

Hearing: Property Acquisition & Disposal project Applications must be reviewed by the Planning Commission. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting. The Planning Commission will make a recommendation based on staff's analysis and forward it to the Assembly for final approval/denial.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Current use of land or building(s)

The building at 1000 Harbor Way sits across two parcels. We own one of the parcels, and the other is essentially* the subject of this application. D&H/CBJ is the owner and they have committed this land to this lease agreement through the end of the term (with renewal, that is Fall 2085). Current use of that lot is as a leasehold to the building at 1000 Harbor Way, which has historically been a commercial office/retail building enjoying a waterfront view.

* I say “essentially” here because our application also includes 1047 square feet outside that leasehold parcel, on an adjacent CBJ parcel that is mostly water and does not have any current use. Incidentally, this additional land does contain a number of pilings of ours that are outside the existing property boundary entirely.

Proposed use of land or building(s)

We are proposing to keep the land use the same. The building has been on this land since 1967, and our objective when we bought the building earlier this year was to renovate it and continue to operate it for various tenants. We are the primary tenant, and we are an IT contractor that supports a significant cross-section of Juneau’s business and non-profit organizations. Other tenants after renovation will include Wartsila and Marine Exchange of Alaska.

How the proposed project complies with the Comprehensive Plan

Page 14 of the comprehensive plan shows this property and that it resides in a Marine Commercial zoned area. Here are a few points I have raised in the past that address the waterfront nature of this office building and its occupants:

1. It’s pretty fair to say that our company is the IT department for Juneau’s local maritime industry: Alaska Glacier Seafoods, Taku Smokeries, DIPAC, APICDA, UFA, SEAFA, Allen Marine, other water-related tour companies, etc. We also often end up working on boat nav systems, maritime communications systems, etc. As the primary tenant in this building, we have plenty of connections to the maritime industry.
2. Our building has a long-standing lease with Wartsila, which is a cruise ship maintenance contractor.
3. Marine Exchange is moving in as another major tenant. That’s all 3 tenants, maritime.

More generally, this building will offer premium waterfront office space. This is something unique Juneau does not have much of, and we are trying to permit and improve a facility that honors our position on the water.

How the proposed project complies with the Land Use Code (Title 49)

We had a pre-app review for consolidation of these two lots, and that document called out these impacts on Title 49:

1. **49.25.400 – Table of dimensional standards. Interior renovation/remodel work is permitted, but work on the exterior of the building cannot cross lot lines.**

My understanding is that the proposed project (sale of this parcel and subsequent consolidation) brings this building and its lots into compliance with this problem. It at least improves it greatly: (1) we would no longer have a building that crosses property lines and (2) the setbacks on several sides would be brought into compliance where they are not today.

2. **49.25.250 – Waterfront Districts – Uses in Waterfront Commercial (WC) districts are established to accommodate those uses that are dependent or directly related to the water, a waterfront location, or both.**

I believe our narrative above about the comprehensive plan, our tenants and relevance to waterfront use addresses this. That said, the building is already there, and *most* of the land in question is already leased to it. This application is for a sale of land to facilitate a direct remodel of the building. This would not change the “use” of the land, and certainly not change the impact of this parcel on 49.25.250 or vice versa.

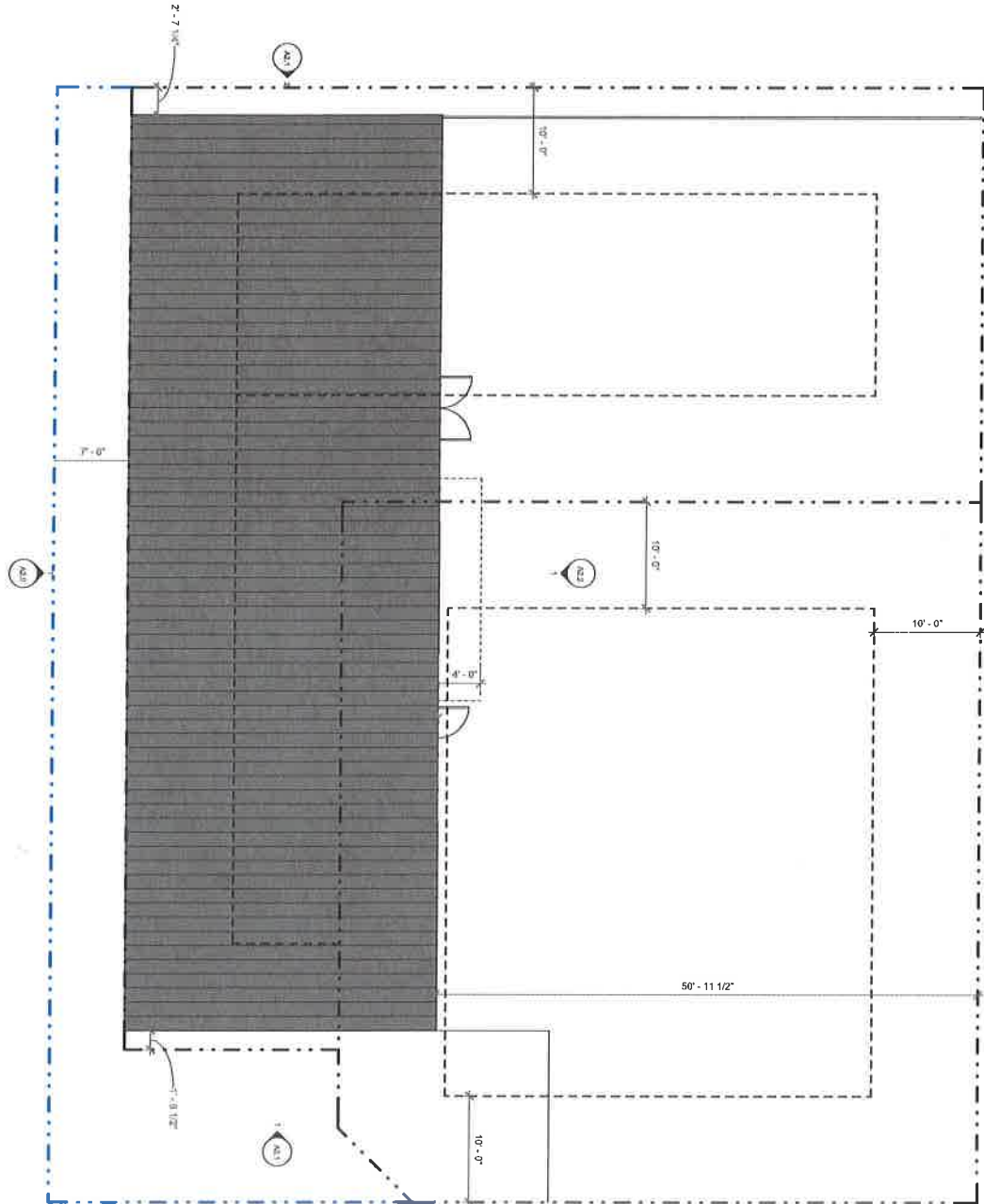
3. **49.30.210 – Non Conforming Situations – CBJ CDD recommends that the owners of the structure at 1000 Harbor Way acquire a Non-Conforming Certification in order to maintain the existing conditions on the property.**

I believe this call-out in the pre-app is simply to address the 0-foot setback on the property line next to USFS property (called “west” in the pre-app), which would remain after consolidation (nothing anyone can really do about this).

Please feel free to contact me with any other questions.

Thanks,
Tyler Gress

© NewWorld Animation, LLC. Project Number:



LEGEND

PROPERTY LINE

PROPOSED PROPERTY LINE

SETBACK

EXISTING BUILDING

HANSEN GRESS RENOVATION

1000 HARBOR WAY
JUNEAU, ALASKA

SHEET TITLE:
SITE PLAN

DATE	TIME	LOCATION	STATUS
10/10/2010	10:00	1000	SCC

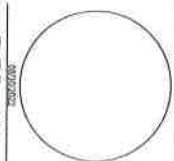
SHEET # **A0-1**

ISSUE DATE	09.30.22
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IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED AFFECTING ALL LABEL SCALES

128 Seward St.
Juneau, AK 99801
Ph 907.586.6150
www.northernarch.com

NorthWind
Architects, LLC





(907) 586-0715
 CDD_Admin@juneau.org
 www.juneau.org/community-development
 155 S. Seward Street • Juneau, AK 99801

Harbor Way Lot Consolidation

Case Number: PAC2022 0032
 Applicant: Hansen-Gress
 Property Owner: CBJ Leased Land/Harbor Lights Enterprises LLC.
 Property Address: 1000 Harbor Way, Juneau, AK. 99801
 Parcel Code Number: 1C060K510040; 1C060K510041
 Site Size: 4,041sq'/.0928acres; 4,178sq'/.0959acres
 Zoning: (WC) Waterfront Commercial
 Existing Land Use: Office Building

Conference Date: June 15, 2022
 Report Issued: October 6, 2022

DISCLAIMER: Pre-application conferences are conducted for purposes of providing applicants with a preliminary review of a project and timeline. Pre-application conferences are not based on a complete application, and are not a guarantee of final project approval.

List of Attendees

Note: Copies of the Pre-Application Conference Report will be emailed, instead of mailed, to participants who have provided their email address below.

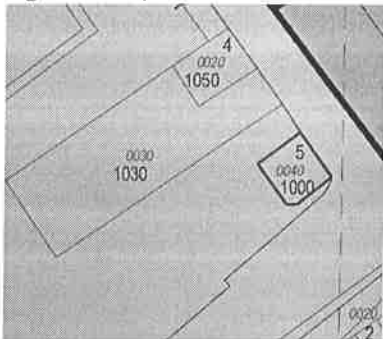
Name	Title	Email address
Shannon Crossley	Architect, Applicant	Shannon@northwindarch.com
Tyler Gress	Property Owner, Applicant	Tyler@Hansengress.com
Matt Herrick	Contractor	Matt@levelconstruction.com
Carl Uchytel	Port Director	Carl.Uchytel@juneau.org
Erich Schaal	Port Engineer	Erich.Schaal@juneau.org
David Matthew Peterson	Planning	David.Peterson@juneau.org

Conference Summary

Questions/issues/agreements identified at the conference that weren’t identified in the attached reports.

Applicant is proposing a lot consolidation of Tideland Addition BL5, and BL51; and a land acquisition of a portion of Docks and Harbors, Tideland Addition. Existing conditions and current CDD Zoning code impact desired improvements to be made to the structure.

A Warranty Deed from 2010 shows the transfer of Lot 5 (Block 51), from Peter and Mary Bernstein to Harbor Lights Enterprises LLC. Prior to this sale, Block 51 was known as Block 5. It is unclear how Block 5 was platted.

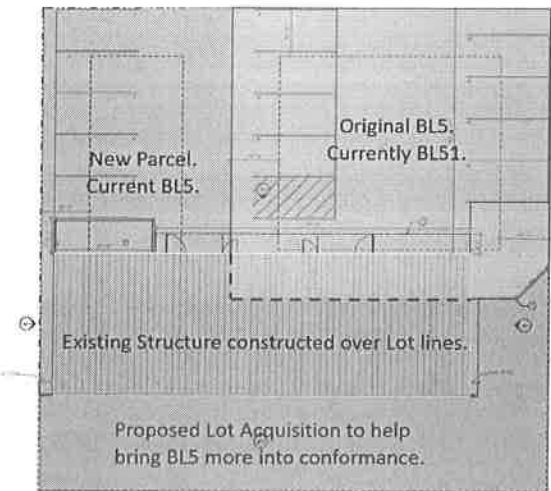


Lot 5 from 2006 Zoning Map.



Image from June 2013 CBJ GIS parcel viewer.

The structure located at 1000 Harbor way breaches the lot lines that separate BL5 and BL51. Due to the lack of documentation, it is unclear as to how the structure was permitted and allowed to be built.



Submitted Preliminary Plat June 2022.

Title 49 Impacts:

49.25.400 – Table of dimensional standards. Interior renovation/remodel work is permitted, but work on the exterior of the building cannot cross lot lines.

49.25.250 – Waterfront Districts – Uses in Waterfront Commercial (WC) districts are established to accommodate those uses that are dependent or directly related to the water, a waterfront location, or both.

49.30.210 – Non Conforming Situations – CBJ CDD recommends that the owners of the structure at 1000 Harbor Way acquire a Non-Conforming Certification in order to maintain the existing conditions on the property.

Pre-Application Conference Final Report

NOTE: A variance would not be an option per variance standards. 49.20.250**(a) Administrative variances.**

- (1) An administrative variance may be granted to allow projections not to exceed 25 percent of the yard setback requirements of this title or two feet, whichever is less, upon the director determining the following:
 - (A) Enforcement of the setback ordinance would result in an unreasonable hardship;
 - (B) The grant of the variance is not detrimental to public health, safety, or welfare; and
 - (C) The grant of the variance is narrowly tailored to relieve the hardship.
- (2) An administrative variance decision by the director may be appealed if a notice of appeal is filed within 20 days of the date the decision is signed by the director, in accordance with section 49.15.239.

(b) Non-administrative variances.

- (1) A variance may be granted to provide an applicant relief from requirements of this title after the prescribed hearing and after the planning commission has determined that:
 - (A) Enforcement of the ordinance would create an undue hardship resulting from the unusual or special conditions of the property;
 - (B) The unusual or special conditions of the property are not caused by the person seeking the variance;
 - (C) The grant of the variance is not detrimental to public health, safety, or welfare; and
 - (D) The grant of the variance is narrowly tailored to relieve the hardship.

Project Overview

Applicant is seeking a lot consolidation for 1000 Harbor Way. The building straddles a leased waterfront property owned by CBJ Docks and Harbors. Hansen Gress is not able to make repairs to property while building is in violation of Dimensional Standards (ref. table 49.25.400).

Planning Division – Per Article IV – Dimensional Standards - 49.25.400

1. **Zoning** – Both parcels are in the Waterfront Commercial (WC) zone.
2. **Subdivision** – A lot consolidation is considered a subdivision, and the new lot would need to meet subdivision code. The proposed consolidation would exceed minimum lot size and width.
3. **Setbacks** –
 - a. North - Front: 10'
 - b. South - Rear: 10' (Tidewater lot line requires 0' setback).
 - c. West - Side: 10' (NCC would allow for the structure to remain within setback.)
 - d. East – Side: 10'
4. **Height** – Maximum height for Primary, and Accessory uses, is 35'. (Height bonus are available).
5. **Access** – Both parcels are accessed off of Egan Drive through the Harris Harbor Driveway, and Harbor Way.
6. **Parking & Circulation** – (check if in Juneau / Douglas Geographic area). Lot is outside of the Town Center Parking District.
7. **Lot Coverage** – There is no MAXIMUM lot coverage in WC.
8. **Vegetative Coverage** – Per 49.50.300, WC lots require 10% vegetative coverage.
9. **Lighting** – N/A

Pre-Application Conference Final Report

10. Noise – N/A

- 11. Flood** – Panel 02110C1566E, effective 9/18/2020, Flood zone 'AE', with a flood elevation at 24'. Substantial portion of lots reside in a flood zone. Please see attached Article IV - 49.70.400. Flood Plain Development permit required.

**12. Hazard/Mass Wasting/Avalanche/Hillside Endorsement – N/A****13. Wetlands – N/A**

- 14. Habitat** – Check with the U.S. Fish and Wildlife on the presence of eagle nests in the area. The presence of eagle nests may impact construction scheduling. No anadromous waterbodies are on the subject parcel, or within 50 feet.

15. Plat or Covenant Restrictions – No known restrictions.

- 16. Traffic** – Per 49.40.210: Bank, Office, Retail Commercial, Salon, and Spa requires there to be 1 parking space per 300 square feet of gross floor area. Refer to table 49.40.210(b) to determine number of handicapped spaces required.

17. Nonconforming situations –

- a. Structure has been constructed within setbacks on the rear and side lot lines.
- b. Structure has been built on the lot lines of Lot 5.
- c. Note: Even after lot consolidation, the west lot line will be nonconforming.

Building Division**18. Building – N/A****19. Outstanding Permits –**

- a. BLD20220639- "Window and siding replacement, interior renovation work"

General Engineering/Public Works**20. Engineering – See Utilities.****21. Drainage – N/A**

- 22. Utilities** – (water, power, sewer, etc.) As-Builts could not be located for this parcel(s) but it is believed that only one water line serves the building (one dedicated fire line and one domestic water). A decommissioning of a second domestic water line will be required if discovered.

Fire Marshal

23. Fire Items/Access – N/A

Other Applicable Agency Review

24. USF&W – (907) 780-1163

List of required applications

Based upon the information submitted for pre-application review, the following list of applications must be submitted in order for the project to receive a thorough and speedy review.

1. Development Permit Application (DPA)
2. Non-Conforming Certification (NCC)
3. Property Acquisition and Disposal (PAD)
4. Flood Plain Development Permit (FZD)

Details below outline the CDD process.

Note: Coordinate with Docks and Harbors, and Lands to their requirements.

1. Survey lot acquisition area.
2. Fill and submit a Property Acquisition and Disposal (PAD) application.
 - a. This will be presented to the commission.
 - b. Following the commission hearing, this will be presented to the Assembly.
 - i. May need to be seen by Lands Committee, and/or Housing & Economic Development Committee.
 - ii. Committee of the Whole.
 - iii. Assembly
3. Once approved, apply for a minor Lot Consolidation. This will require a new plat.

Fee Estimates

The preliminary plan review fees listed below can be found in the CBJ code section 49.85.

Based upon the project plan submitted for pre-application review, staff has attempted to provide an accurate estimate for the permits and permit fees which will be triggered by your proposal.

1. Submittal Fee = \$110.
Lot Creation = \$25/lot
\$110 + \$125 = \$135 Lot Consolidation Fee

For informational handouts with submittal requirements for development applications, please visit our website at www.juneau.org/community-development.

Submit your Completed Application

You may submit your application(s) online via email to permits@juneau.org
OR in person with payment made to:

Pre-Application Conference Final Report

City & Borough of Juneau, Permit Center
230 South Franklin Street
Fourth Floor Marine View Center
Juneau, AK 99801

Phone: (907) 586-0715
Web: www.juneau.org/community-development

Attachments:

49.25.250 Waterfront Districts
49.25.400 Minimum Dimensional Standards
49.30.210 Nonconforming Situations in general
49.40.210 Number of off street parking spaces required
49.70.400 Floodplain
Development Permit Application
Non-Conforming Certification Application
Property Acquisition and Disposal Application
Flood Plain Development Permit Application

49.25.250 Waterfront districts.

The following districts are established to accommodate those uses that are dependent or directly related to the water, a waterfront location, or both. These districts regulate development of the waterfront to take advantage of the unique attributes and limitations of its lands:

- (a) The WC, waterfront commercial district, is intended to provide both land and water space for uses which are directly related to or dependent upon a marine environment. Such activities include private boating, commercial freight and passenger traffic, commercial fishing, floatplane operations, and retail services directly linked to a maritime clientele. Other uses may be permitted if water-dependent or water-oriented. Residential development is allowed in mixed- and single-use developments in the waterfront commercial district.
- (b) The WI, waterfront industrial district, is intended for industrial and port uses which need or substantially benefit from a shoreline location. In addition, many of the uses that are allowed in the WC, waterfront commercial district, are also allowed in the WI, waterfront industrial district. Residential uses are limited to caretaker residences in the waterfront industrial district.

(Serial No. 87-49, § 2, 1987; Serial No. 90-52, § 2, 1990; Serial No. 2012-24, § 2, 5-14-2012, eff. 6-14-2012)

Cross reference(s)—Water and harbors, CBJ Code tit. 85.

49.25.400 Minimum dimensional standards.

There is adopted the table of minimum dimensional standards, table 49.25.400. Minimum dimensional standards for all zoning districts shall be according to the table of minimum dimensional standards, subject to the limitations of the following sections and as otherwise specifically noted in the special area or use sections, chapters 49.65 and 49.70.

(Serial No. 87-49, § 2, 1987; Serial No. 89-32, § 2, 1989; Serial No. 98-09, § 5(Exh. B), 1998; Serial No. 98-20, § 2(Exh. A), 1998; Serial No. 2004-13, § 2, 9-27-2004; Serial No. 2006-13, § 2, 5-15-2006; Serial No. 2007-13, § 2, 4-2-2007; Serial No. 2012-24, § 3, 5-14-2012, eff. 6-14-2012 ; Serial No. 2021-28 , § 4, 8-23-2021, eff. 9-22-2021)

TABLE 49.25.400
TABLE OF DIMENSIONAL STANDARDS

Zoning Regulations	RR	D-1	D-3	D-5	D-10 SF	D-10	D-15	D-18	MU	MU2	MU3	NC	LC	GC	WC	WI	I
Minimum Lot Size ¹																	
Permissible Uses	36,000	36,000	12,000	7,000	3,600 ¹⁰	6,000	5,000	5,000	4,000	4,000	3,000	3,000	2,000	2,000	2,000	2,000	2,000
Bungalow ⁹		18,000	6,000	3,500	2,500	3,000	3,000	2,500									
Duplex	54,000	54,000	18,000	10,500													
Common Wall Dwelling				7,000	3,600 ¹⁰	5,000	3,500	2,500		2,500							
Single-family detached, two dwellings per lot	72,000	72,000	24,000														
Minimum lot width	150'	150'	100'	70'	40'	50'	50'	50'	50'	50'	40'	40'	20'	20'	20'	20'	20'
Bungalow ⁹		75'	50'	35'	25'	25'	25'	25'									
Common wall dwelling				60'	40'	40'	30'	20'		20'							
Maximum lot coverage																	
Permissible uses	10%	10%	35%	50%	50%	50%	50%	50%	None	80%	75%	None	None	None	None	None	None
Conditional uses	20%	20%	35%	50%	50%	50%	50%	50%	None	80%			None	None	None	None	None

(Supp. No. 142)

Created: 2022-07-13 15:01:08 [EST]

Maximum height permissible uses	45'	35'	35'	35'	35'	35'	35'	35'	35'	35'	None	45' ¹⁴	35'	35'	45'	55'	35' ¹⁴	45' ¹⁴	None
Accessory	45'	25'	25'	25'	25'	25'	25'	25'	25'	25'	None	35'	25'	25'	35'	45'	35' ¹⁴	45' ¹⁴	None
Bungalow ⁹		25'	25'	25'	25'	25'	25'	25'	25'	25'									
Minimum front yard setback ³	25'	25'	25'	25'	20'	20' ¹⁰	20'	20'	20'	20'	0'	5',5,8	0'	0'	25'	10'	10'	10'	10'
Maximum front yard setback													20'	15'					
Minimum street side yard setback	17'	17'	17'	13'	10'	13'	13'	13'	13'	0'	5'	0'	0'	0'	17'	10'	10'	10'	10'
Maximum street side yard setback													15'	10'					
Minimum rear yard setback ³	25' ²	25'	25'	20'	10'	20'	15'	10'	0'	5'	5'	5'	0'	0' ¹¹	10'	10'	10'	10'	10'
Minimum side yard setback ³	15' ²	15'	10'	5'	3'	5'	5'	5'	5'	0'	5'	0'	0' ¹¹	10'	10'	10'	10'	10'	0'
Common wall dwelling				10' ⁶	3'	5' ⁷	5' ⁷	5' ⁷	5' ⁷		5' ⁷								

Notes:

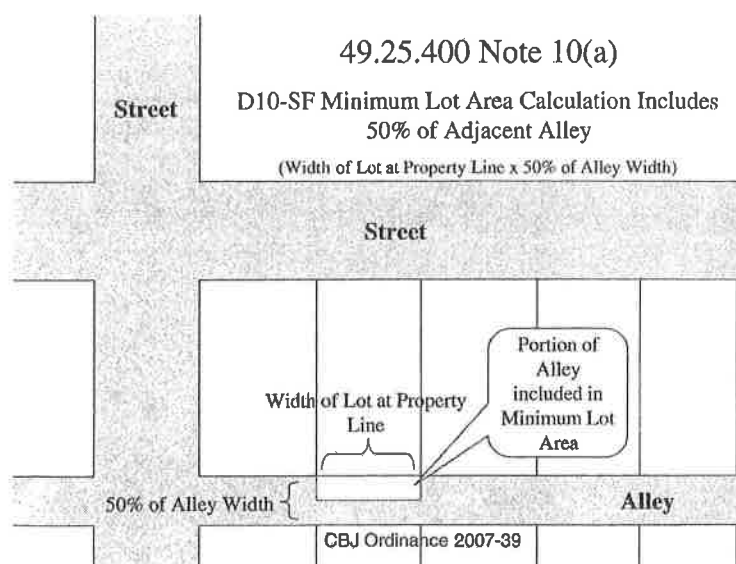
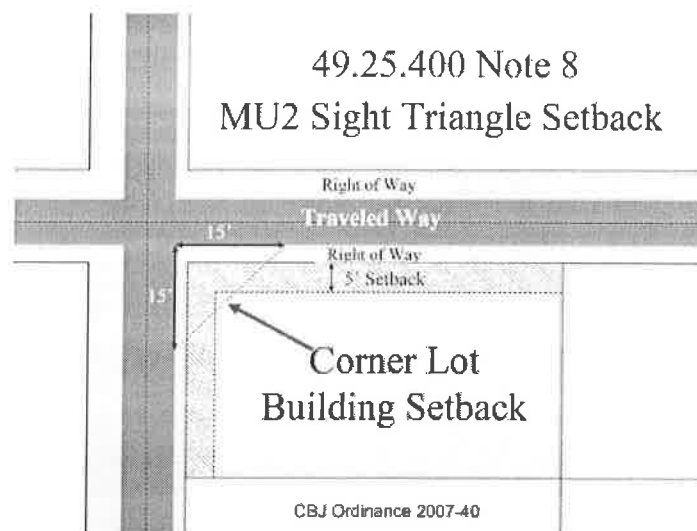
1. Minimum lot size is existing lot or area shown on chart in square feet.
2. Sixty feet between nonresidential and designated or actual residential site; 80 feet between industrial, extractive and other uses.
3. Where one district abuts another the greater of the two setbacks is required for both uses on the common property line.
4. (Height Bonus) Reserved.
5. (Pedestrian Amenities Bonus) Reserved.

(Supp. No. 142)

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6. Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and ten-foot setback for the remaining side yards of the lot.
7. Zero-foot setback for the portion of the dwelling with a common wall, five-foot setback or five-foot wide easement for the portion of the dwelling at the common lot line without a common wall, and five-foot setback for the remaining side yards of the lot.
8. On corner lots, buildings shall be set back 15 feet from a street intersection. The area in which buildings shall be prohibited shall be determined by extending the edge of the traveled ways to a point of intersection, then measuring back 15 feet, then connecting the points.
9. Special restrictions apply to construction on bungalow lots. See special use provisions 49.65.600.
10. For lots adjacent to an alley, the following reductions to the dimensional standards apply:
 - (a) Minimal lot area includes 50% of adjacent alley (see graphic).
 - (b) Reserved.
 - (c) Minimum front yard setback of ten feet.
11. Additional setbacks apply when lot abuts a multi-family or single-family residential zoning district.

(Serial No. 2008-04, § 2, 2-25-2008, eff. 3-27-2008; Serial No. 2012-24, § 3, 5-14-2012, eff. 6-14-2012 ; Serial No. 2021-28 , § 4, 8-23-2021, eff. 9-22-2021; Serial No. 2021-35(am), § 4(Exh. B), 2-7-2022, eff. 3-10-2022)



(Serial No. 2007-39, § 9, 6-25-2007; Serial No. 2007-40, § 2, 6-25-2007)

49.30.210 Nonconforming situations in general.

- (a) *Continuation of nonconforming situations.* Except as otherwise provided in this title, situations made nonconforming by this title may remain.
- (b) *Change of nonconforming situation to comply with this title.* Any nonconforming situation may be changed to comply with this title. Once a nonconforming situation becomes conforming, the nonconforming rights under this chapter are relinquished with respect to that nonconforming situation, and the nonconforming situation must not be re-established.
- (c) *Ownership.* Change in property ownership does not alter the legal status of any nonconforming situation.
- (d) *Routine maintenance and repair.* Nothing in this chapter prohibits normal maintenance or routine repairs, which includes, but is not limited to, roofing repair or replacement, window replacement, and other similar minor structural repairs.

(Serial No. 2019-37, § 5, 3-16-2020, eff. 4-16-2020)

49.40.210 Number of off-street parking spaces required.

- (a) *General.* The minimum number of off-street parking spaces required must be as set forth in the following table. The number of spaces must be calculated and rounded down to the nearest whole number:

Use	Spaces Required in All Other Areas	Spaces Required in Town Center Parking Area
Single-family and duplex	2 per each dwelling unit	1 per each dwelling unit
Multifamily units	1 per one bedroom unit	0.4 per one bedroom unit
	1.5 per two-bedroom unit	0.6 per two-bedroom unit
	2.0 per three- or more bedroom unit	0.8 per three- or more bedroom unit
Rooming house, boardinghouse, single-room occupancies with shared facilities, bed and breakfast, halfway house, and group home	1 per 2 bedrooms	1 per 5 bedrooms
Single-room occupancies with private facilities	1 per each single-room occupancy plus 1 additional per each increment of four single-room occupancies with private facilities	1 per 5 single-room occupancies, plus 1 per each increment of ten single-room occupancies with private facilities.
Accessory apartment	1 per each unit	0 per each unit
Motel	1 per each unit in the motel	1 per each 12 units in the motel
Hotel	1 per each four units	1 per each 12 units
Hospital and nursing home	2 per bed OR one per 400 square feet of gross floor area	2 per bed OR one per 400 square feet of gross floor area
Senior housing	0.6 parking spaces per dwelling unit	0.3 spaces per dwelling unit
Assisted living facility	0.4 parking spaces per maximum number of residents	0.4 parking spaces per maximum number of residents
Sobering center	1 parking space per 12 beds	2 parking spaces
Theater	1 for each four seats	1 for each 10 seats
Church, auditorium, and similar enclosed places of assembly	1 for each four seats in the auditorium	1 for each 10 seats in the auditorium
Bowling alley	3 per alley	1.2 per alley
Bank, office, retail commercial, salon and spa	1 per 300 square feet of gross floor area	1 per 750 square feet of gross floor area
Medical or dental clinic	1 per 200 square feet of gross floor area	1 per 400 square feet of gross floor area
Funeral Home	1 per six seats based on maximum seating capacity in main auditorium	1 per 15 seats based on maximum seating capacity in main auditorium
Warehouse, storage, and wholesale businesses	1 per 1,000 square feet of gross floor area	1 per 2,500 square feet of gross floor area
Restaurant and alcoholic beverage dispensary	1 per 200 square feet of gross floor area	1 per 750 square feet of gross floor area
Swimming pool serving general public	1 per four persons based on pool capacity	1 per 10 persons based on pool capacity

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Shopping center and mall	1 per 300 square feet of gross leasable floor area	1 per 750 square feet of gross floor area
Convenience store	49.65 Article V	1 per 750 square feet of gross floor area
Watercraft moorage	1 per three moorage stalls	2 per 15 moorage stalls
Manufacturing uses; research, testing and processing, assembling, industry	1 per 1,000 square feet gross floor area except that office space must provide parking as required for offices	1 per 2,500 square feet gross floor area except that office space must provide parking as provided for offices
Library and museum	1 per 600 square feet gross floor area	1 per 1,500 square feet of gross floor area
School, elementary	2 per classroom	2 per classroom
Middle school or junior high	1.5 per classroom	1.5 per classroom
High school	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom	A minimum of 15 spaces per school; where auditorium or general assembly area is available, one per four seats; one additional space per classroom
College, main campus	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 500 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
College, satellite facilities	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater	1 per 300 square feet of gross floor area of an enclosed area, or, where auditorium or general assembly area is available, one per four seats, whichever is greater
Repair/service station	5 spaces per bay. For facilities with two or more bays, up to 60 percent of the required non-accessible parking spaces may be in a stacked parking configuration.	3 spaces per bay. All but two of the required non-accessible parking spaces may be in a stacked configuration
Post office	1 per 200 square feet gross floor area	1 per 500 square feet of floor area
Childcare Home	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Childcare Center	49.65 Article X, cannot be varied or FIL	49.65 Article X, cannot be varied or FIL
Indoor sports facilities, gyms	1 per 300 square feet gross floor area	1 per 750 square feet gross floor area
Mobile Food Vendors	No parking requirement	No parking requirement
Open air food service (TPU 8.3)	1 per 400 square feet of gross floor area.	Zero

- (b) *Accessible parking spaces.* Accessible parking spaces must be provided as part of the required off-street parking spaces, according to the following table (Table 49.40.210(b)). Except, Accessible parking spaces are not required for residential uses that require fewer than ten parking spaces and there are no visitor parking spaces.

Table 49.40.210(b)	
Total Parking Spaces in Lot	Required Minimum Number of Accessible Parking Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total spaces
1,001 and over	20 plus 1 space for each 100 spaces over 1,100 total spaces in lot

- (c) *Facility loading spaces.* In addition to the required off-street parking requirements, a development must provide loading spaces as set forth in the following table:

Use	Gross Floor Area in Square Feet		Loading Space Required
	All other areas	Town Center Parking District	
Motels and hotels	5,000—29,999	6,000—60,000	1
	30,000—60,000		2
	Each additional 30,000	Each additional 30,000	1
Commercial	5,000—24,999	6,000—50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Industrial, manufacturing, warehousing, storage, and processing	5,000—24,999	6,000—50,000	1
	25,000—50,000		2
	Each additional 30,000	Each additional 30,000	1
Hospital	5,000—40,000	6,000—40,000	1
	Each additional 40,000	Each additional 40,000	1
School	For every two school buses		1
Home for the aged, convalescent home, correctional institution	More than 25 beds		1

(Serial No. 2022-04(b) , § 2, 4-25-2022, eff. 5-26-2022)

49.70.400 Floodplain.

- (a) *Purpose.* The purpose of this article is to promote the public health, safety, and general welfare and to minimize public and private losses due to flood conditions in specific areas. Other purposes are to:
- (1) Reserved;
 - (2) Prevent the erection of structures in areas unfit for human usage by reason of danger from flooding, unsanitary conditions, or other hazards;
 - (3) Minimize danger to public health by protecting the water supply and promoting safe and sanitary drainage;
 - (4) Reduce the financial burdens imposed on the community, its governmental units, and its individuals by frequent and periodic floods and overflow of lands;
 - (5) Reserved;
 - (6) Ensure that potential buyers are notified that property is in a special flood hazard area; and
 - (7) Ensure that those who occupy the special flood hazard area assume financial responsibility for their development.
- (b) *Interpretation.*
- (1) In the interpretation and application of this article, all provisions are considered minimum requirements and are liberally construed in favor of the governing body.
 - (2) This article is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. Where the provisions of this article and another ordinance conflict or overlap, whichever imposes the more stringent restrictions shall prevail.
 - (3) This article shall apply to all areas of special flood hazard areas (SFHAs) within the jurisdiction of the City and Borough of Juneau.
 - (4) The special flood hazard areas identified by the Federal Insurance Administrator (FIA) in a scientific and engineering report entitled the "Flood Insurance Study" (FIS) and the flood insurance rate maps (FIRMs) dated September 18, 2020 for the City and Borough of Juneau, Alaska are adopted. The FIS and FIRMs shall be on file with the community development department and available to the public at 155 South Seward Street, Juneau, Alaska.
- (c) *Implementation.* The director is responsible for administering and implementing the provisions of this chapter and is responsible for maintaining for public use and inspection appropriate records and information relevant to implementation of this chapter. Such records and information must include:
- (1) Actual elevations, in relation to mean lower low water, of the lowest floor, including basement, of all new or substantially improved structures located in the special flood hazard area (SFHA), and whether or not such structures have basements;
 - (2) Actual elevations, in relation to mean lower low water, of all new and substantially improved floodproofed structures and the required floodproofing certifications;
 - (3) Flood insurance studies (FISs);
 - (4) Flood insurance rate maps (FIRMs);
 - (5) Any reports or studies on flood hazards in the community, such as written reports by the U.S. Army Corps of Engineers, U.S. Geological Survey, or private firms provided to the director; and
 - (6) A file of all floodplain permit applications, permits, exceptions, and supporting documentation.

- (d) *Enforcement.* Enforcement of this chapter is per CBJ 49.10.600—49.10.660.
- (e) *Floodplain development permit required.* A floodplain development permit is required for any development or industrial uses located within a special flood hazard area, including placement of manufactured homes. The director must:
- (1) Review all floodplain development permit applications for development in the special flood hazard area for compliance with the provisions of this chapter, and to determine if other permits may be necessary from local, state, or federal governmental agencies.
 - (2) Interpret the location of the special flood hazard area boundaries and regulatory floodway. If there appears to be a conflict between a mapped boundary and actual field conditions, the director must determine and interpret the documents. When base flood elevation data has not been provided, the director shall obtain, review, and reasonably utilize base flood elevation and floodway data available from any federal, state, municipal, or any other source to implement the provisions of this chapter.
 - (3) If the director determines that a proposed development is within a special flood hazard area, a permit fee must be collected and the following information must be provided before processing a floodplain development permit:
 - (A) Elevation of the lowest floor, including a basement, of all structures;
 - (B) Elevation to which any structure has been floodproofed;
 - (C) Certification by an engineer or architect that the floodproofing methods for any nonresidential structure meet generally accepted floodproofing standards;
 - (D) Description of the extent to which any watercourse will be altered or relocated as a result of proposed development;
 - (E) Description of the plan for maintenance of the altered or relocated portion of the watercourse so that the flood-carrying capacity is not diminished; and
 - (F) When base flood elevation data have not been provided, the director shall obtain, review and reasonably apply any base flood elevation and floodway data available from federal, state or other sources.
- (f) *Methods of reducing losses.* In order to accomplish its purpose, this article includes methods and provisions to:
- (1) Restrict or prohibit uses that are dangerous to health, safety, and property due to water or erosion hazards, or that result in damaging increases in erosion or flood heights or velocities;
 - (2) Require that uses vulnerable to floods, including facilities that serve such uses, be protected against flood damage at the time of initial construction;
 - (3) Control the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;
 - (4) Control filling, grading, dredging, and other development that may increase flood damage; and
 - (5) Prevent or regulate the construction of flood barriers that will unnaturally divert floodwaters or that may increase flood hazards in other areas.
- (g) *General standards for flood hazard protection.* In special flood hazard areas the following standards apply:
- (1) *Anchoring.*
 - (A) Design, modify, and anchor new construction and substantial improvements to prevent flotation, collapse, or lateral movement of the structure(s).

- (B) A manufactured home must be anchored to prevent flotation, collapse, or lateral movement and be installed using methods and practices that minimize flood damage. Anchoring methods may include, but are not limited to, use of over-the-top or frame ties to ground anchors.
 - (C) An alternative method of anchoring may be used if the system is designed to withstand a wind force of 90 miles per hour or greater. Certification must be provided to the director that this standard is met.
- (2) *Construction materials and methods.*
 - (A) Construct new construction and substantial improvements with materials and utility equipment resistant to flood damage.
 - (B) Use methods and practices that minimize flood damage for new construction and substantial improvements.
 - (C) Design or locate electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities so as to prevent water from entering or accumulating within the components during conditions of flooding.
 - (D) Require adequate drainage paths around structures on slopes to guide floodwaters away from existing and proposed structures for new construction and substantial improvements within zones AH and AO.
- (3) *Utilities.*
 - (A) Design new and replacement water supply systems to minimize or eliminate infiltration of floodwaters into the system.
 - (B) Design new and replacement sanitary sewage systems to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters.
 - (C) Locate on-site waste disposal systems to avoid impairment to them or contamination from them during flooding.
- (4) *[Subdivision and development proposal criteria.]* Subdivision and development proposals must meet the following criteria:
 - (A) Be designed to minimize flood damage;
 - (B) Locate and construct utilities and facilities, such as sewer, gas, electrical, and water systems to minimize flood damage;
 - (C) Provide adequate drainage to reduce exposure to flood damage; and
 - (D) Include base flood elevation data if the development consists of at least 50 lots or five acres, whichever is the lesser. If base flood elevation data is not available, the proposal must provide the data and backup information for how the base flood elevation data was generated for the proposal.
- (5) *[Floodplain development permit requirements.]* Review of floodplain development permits must include:
 - (A) Review of the flood insurance rate map and flood insurance study for flood zone determinations for new or substantially improved structures;
 - (B) For new or substantially improved structures:
 - (i) Submittal of the proposed and finished lowest floor elevations in zones A, AE, AO, and AH.

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- (ii) Submittal of the proposed and finished bottom elevation of the lowest horizontal structural member of the lowest floor and its distance from the mean lower low water mark in zones V and VE; and
 - (iii) Submittal of specific requirements for zones V and VE as set forth in subsection 49.70.400(i).
 - (C) In zones A and V, where elevation data are not available through the flood insurance study or from another authoritative source, applications for floodplain development permit shall be reviewed to ensure that proposed construction will be reasonably safe from flooding. The test of reasonableness is a local judgment and may be based on historical data, high water marks, photographs of past flooding, and other similar or relevant data. Failure to elevate construction at least two feet above grade in these zones may result in higher insurance rates.
 - (D) Provision of an elevation certificate to demonstrate that the lowest floor of a structure is at or above base flood elevation. The certification must be provided on a form approved by the National Flood Insurance Program and prepared by a registered land surveyor or professional engineer who is licensed in the State of Alaska and authorized to certify such information. This requirement may be waived by the director if an approved record elevation demonstrates that the lowest floor is substantially above the base flood elevation due to natural ground level.
 - (6) *Other permits.* The applicant must certify that all other necessary permits have been obtained from any federal or state governmental agencies.
 - (7) *[Maintaining watercourse.]* Maintain altered or relocated portions of a special flood hazard area mapped watercourse so that the flood-carrying capacity is not diminished. The department must notify the state coordinating agency, if any, and the Federal Emergency Management Agency prior to issuance of a floodplain development permit that seeks to alter or relocate any watercourse within a special flood hazard area.
 - (h) *Specific standards for flood hazards protection.* In special flood hazard areas where base flood elevation data is provided, the following provisions are required:
 - (1) *New structures or substantial improvements.* Fully enclosed areas below the lowest floor of new construction or substantial improvements, that are useable solely for parking of vehicles, building access, or storage in an area other than a basement, must automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect licensed in the State of Alaska or must meet or exceed the following minimum criteria:
 - (A) Provide a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - (B) Height of the bottom of all openings must be no higher than one foot above grade; and
 - (C) Openings may be equipped with screens, louvers, or other coverings or devices provided that the automatic entry and exit of floodwaters is allowed.
 - (2) *Residential construction.* New construction and substantial improvement of any residential structure:
 - (A) Construct the lowest floor, including basement, elevated to or above the base flood elevation within zones A, AE, or AH; or
 - (B) Construct the lowest floor elevated to the base flood depth number specified on the flood insurance rate map, or higher, or if no depth number is specified, at least two feet above the highest adjacent natural grade within zone AO.
 - (3) *Manufactured homes.* New or substantially improved manufactured homes must:

- (A) Be placed at or above, the base flood elevation, within zones A, AH, or AE, and shall be elevated to, or above, the base flood elevation, and comply with subsection (g); or
 - (B) Elevate the lowest floor to the depth number specified on the flood insurance rate map, or higher, or if no depth number is specified, at least two feet above the highest adjacent natural grade within zone AO; and meet the provisions of subsection (g)(1).
- (4) *Recreational vehicles.* Recreational vehicles placed within any special flood hazard area must be:
 - (A) Situated on the site for fewer than 180 consecutive days;
 - (B) Fully licensed, operational, and approved for road use; or
 - (C) Meet the requirements of subsection (h)(3).
- (5) *Nonresidential construction.* New construction or substantial improvement of any nonresidential structure must:
 - (A) Elevate the lowest floor, including basement, to or above the base flood elevation within zones A, AE, and AH;
 - (B) Elevate the lowest floor to the depth number specified on the flood insurance rate map, or higher, or if no depth number is specified, at least two feet above the highest adjacent natural grade within zone AO; or
 - (C) Floodproof the area below the base flood elevation within zones A, AE, AH, and AO, so that:
 - (i) The structure and utility and sanitary facilities are watertight with walls substantially impermeable to the passage of water;
 - (ii) Structural components shall have the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy;
 - (D) A floodproof structure must be designed by an engineer or architect licensed in the State of Alaska, certifying that the design and methods of construction are in accordance with accepted standards of practice for meeting provisions of this subsection based on the engineer's or architect's development or review of the structural design, specifications, and plans. Certification must be provided to the director;
 - (E) Applicants proposing to floodproof nonresidential buildings must be notified at the time of floodplain development permit application that flood insurance premiums are based on rates that are one foot below the floodproofed level.
- (6) *Industrial uses.* Industrial uses within the special flood hazard area are subject to the following provisions:
 - (A) Sand and gravel operations, recreation activities, open space, and parking lots may be allowed in 100-year floodplains if the use does not increase the flood hazard.
 - (B) Industrial equipment and raw materials stored in 100-year floodplains must be adequately bermed or otherwise protected.
 - (C) Disposal of hazardous materials in 100-year floodplains is prohibited. No new development that involves storage of hazardous materials will be permitted in the 100-year floodplain unless there is no feasible and prudent alternative and adequate safety measures are provided to prevent accidental discharge.
 - (D) Establishment of sanitary landfills in floodplains is prohibited.

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- (7) *Increasing water surface elevation in special flood hazard area mapped watercourses where floodways are not mapped.* Notwithstanding any other provisions of this article, development in zones A, AE, and AH may increase the water surface elevation of the base flood:
- (A) Up to one foot with the submittal of an analysis completed by an engineer licensed in the State of Alaska demonstrating the cumulative effects of the proposed, existing and anticipated, development to the base flood; or
 - (B) By more than one foot only after a conditional letter of map revision and final letter of map revision is approved by the Federal Emergency Management Agency flood insurance administrator.
- (i) *Additional provisions in floodways.*
- (1) Residential and nonresidential structures are prohibited in floodways, no exceptions apply. Culverts and bridges are not subject to this prohibition.
 - (2) Encroachments, including fill, new construction, and other development, except subdivisions, within a floodway are prohibited unless an engineer licensed in the State of Alaska submits a hydrologic and hydraulic analyses to the director indicating that the encroachment would not result in any increase in flood levels during the occurrence of the base flood discharge. The hydrologic and hydraulic analyses must be performed in accordance with standard engineering practice acceptable by the Federal Emergency Management Agency.
 - (3) Development along a floodway cannot increase the water surface elevation unless a conditional letter of map revision and final letter of map revision that revises the floodway are approved by the Federal Emergency Management Agency.
- (j) *Additional provisions in zones VE and V.*
- (1) New construction and substantial improvements in zones V and VE must be elevated on pilings and columns so that:
 - (A) The bottom of the lowest horizontal structural member of the lowest floor, excluding the pilings or columns, is elevated to or above the base flood elevation; and
 - (B) The pile or column foundation and structure attached thereto is anchored to resist flotation, collapse and lateral movement due to the effects of wind and water loads acting simultaneously on all building components. Wind and water loading values must each have a one percent chance of being equaled or exceeded in any given year (100-year mean recurrence interval). Wind loading values used are those required by applicable state statute and local code. A registered professional engineer or architect licensed in the State of Alaska must develop or review the structural design, specifications, and plans for the construction and must certify that the design and methods of construction to be used are in accordance with accepted standards of practice for meeting the provisions of subsections (j)(1)(A) and (B) of this section.
 - (C) The use of fill for structural support of buildings is prohibited.
 - (2) In zones VE and V, new habitable construction must be located landward of the reach of mean high tide.
 - (3) In zones VE and V, new construction and substantial improvements must have the space below the lowest floor either free of obstruction or constructed with nonsupporting breakaway walls, open wood latticework, or insect screening intended to collapse under wind and water loads without causing collapse, displacement, or other structural damage to the elevated portion of the building or supporting foundation system.

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- (4) Breakaway walls must have a design safe loading resistance of not less than ten pounds per square foot and no more than 20 pounds per square foot. Use of breakaway walls that exceed a design safe loading resistance of 20 pounds per square foot (either by design or when so required by local or state codes) may be permitted only if a registered professional engineer or architect licensed in the State of Alaska certifies that the designs proposed meet the following conditions:
- (A) Breakaway wall collapse must result from a water load less than that which would occur during the base flood; and
 - (B) The elevated portion of the building and supporting foundation system must not be subject to collapse, displacement, or other structural damage due to the effects of wind and water loads acting simultaneously on all building components (structural and nonstructural). Maximum wind and water loading values to be used in this determination must each have a one percent chance of being equaled or exceeded in any given year (100-year mean recurrence interval). Wind loading values used shall be those required by applicable state statute and local code.
 - (C) Enclosed space within breakaway walls are limited to parking of vehicles, building access, or storage. Such space must not be used for human habitation.
- (k) *Warning and disclaimer of liability.* The degree of flood protection required by this article is intended for minimum regulatory purposes only and is based on general scientific and engineering principles. Floods larger than expected, can and will occur. Flood heights may be increased by human or natural causes. This article does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This article shall not create liability on the part of the City and Borough, any officer or employee thereof for any flood damages that result from reliance on this article or any administrative decision made thereunder.

(Serial No. 87-49, § 2, 1987; Serial No. 90-46, §§ 2—9, 1990; Serial No. 2013-19(b), § 2, 7-15-2013 ; Serial No. 2020-42, § 2, 8-24-2020, eff. 9-23-2020 ; Serial No. 2021-06, § 2, 4-26-2021, eff. 5-26-2021)