

**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING**

Monday May 17th 2021  
Via Zoom Meeting

<https://bit.ly/3bhRAzw>

Via Phone: (253) 215 8782

Meeting ID: 922 0688 9161

Passcode: 988188

- I. Call to Order** – May 17<sup>th</sup>, 2021 at 5:00 pm
- II. Roll Call** (Lacey Derr, James Becker, David Larkin, Don Etheridge, Chris Dimond and Bob Wostmann)
- III. Approval of Agenda**
- IV. Public Participation on Non-Agenda Items** (not to exceed five minutes per person, or twenty minutes total time)
- V. Approval of April 8<sup>th</sup> and April 15<sup>th</sup>, 2021 Finance Sub-Committee Meetings Minutes.**
- VI. Items for Information/Discussion**
  1. Overview/tracking of FY21 Budget  
  
Committee Discussion/Public Comment
  2. Review of April 21<sup>st</sup> Operations-Planning Committee pertaining to Harbor Fees  
  
Committee Discussion/Public Comment
  3. Moorage, Launch Ramp and other fees (05 CBJAC 20.030 – 20.140)  
  
Committee Discussion/Public Comment
  3. Vessel Salvage & Disposal Fee (05 CBJAC 40.1010)  
  
Committee Discussion/Public Comment
- VII. Next Meeting** – TBD
- VIII. Adjournment**



## **DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES**

April 8, 2021  
Via Zoon

- I. Call to Order** – Mr. Wostmann called the April 8th, 2021 meeting to order at 5:00pm via zoom.
- II. Roll Call** – The following were in attendance in the Port Director's Conference Room or via zoom. James Becker, David Larkin, Don Etheridge and Bob Wostmann.

**Absent:** Chris Dimond

Also in attendance: Carl Uchtyl – Port Director, Matt Creswell – Harbormaster, and Teena Larson – Administrative Officer

**III. Approval of Agenda**

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

Motion passed with no objection

**IV. Public Participation on Non-Agenda Items - None**

**V. Approval of March 11th, 2021 Finance Sub-Committee Meetings Minutes.**  
The minutes of March 11<sup>th</sup>, 2021 were approved as presented.

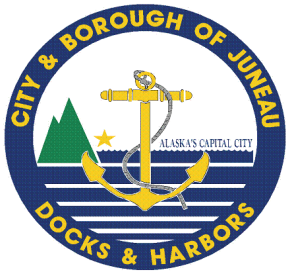
**VI. Items for Information/Discussion**

**1. Overview/tracking of FY21 Budget**

Mr. Uchtyl said last night he presented the FY21 adjusted budget and FY22 budget for both the Dock and Harbors Enterprises to the Assembly Finance Committee and they were both approved. The Assembly heard from the presentation the financial needs of Docks and Harbors and he believes the Assembly is willing to meet with the Board in a future meeting to address some of the concerns with procuring the UAS property.

Mr. Uchtyl said the FY21 Docks budget update is that we currently have \$2.59M in our fund balance, we received marine passenger fees of \$448,500 and we will not see any large cruise ships for this calendar year. Our expense is currently estimated at \$1.2M which will mean an approximate fund balance draw down of \$800,000.

Mr. Uchtyl said the FY21 Harbors budget update is that we were tracking down for the first five months and up slightly for December revenue. The Finance Department has not completed January through March at this time. For Harbor expense, we have actual expenditures through February. Tracking the current expense and revenue and looking at previous years, we anticipate a positive revenue stream of close to \$70,000. We are continuing to monitor our revenue and expenses. Our current fund balance is \$305,000.



## **DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES**

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### **Committee Discussion-**

Mr. Etheridge said there was some controversy from the Assembly with wanting more accurate budget numbers. The Finance Director told them at this time there really is not any accurate numbers. The budget is allowing staff to spend up to a certain amount but the Department does not need to spend that amount. He said he felt confident after the meeting last night that the Assembly will help in the UAS property procurement.

Mr. Wostmann said he also heard the concern from the Assembly that the budget had not been adjusted for the news of no cruise ships. His take away was that we need to make sure we live within the amount we anticipate to draw on our fund balance.

### **Public Comment-None**

## **2. Tideland Lease Revenues**

Mr. Uchytel said he was directed by the Board Chair to bring this to this Committee. He highlighted the Goldbelt Tram lease which paid \$272,000 for the last seven years. This was reappraised based on contractual requirements. The new annual lease amount for the next five years is \$204,000 which is a loss of approximately \$70,000 per year. The other leases that could be affected are the UAS sub-leases. If we do not lease or purchase the UAS property, the following leases could go away: Alaska Memories/Nordic Tug at \$4,365 annually, Maritime Hydraulics at \$2,762.52 annually, and Juneau Marine Service at \$29,307.48 annually.

### **Committee Discussion**

Mr. Etheridge asked what other leases are expiring this year?

Mr. Uchytel said the Lisa Haffner lease in Tee Harbor is expiring. She has the preferential right for a new 35 year lease for this area.

Ms. Larson said the other leases up for review are both the Gastineau Landing leases, three of the Trucano leases, Harbor Lights Enterprises lease, Andrew's Marina lease, and Alaska Glacier Seafood lease.

Mr. Wostmann asked if all these leases will renew, or do we know if they will walk away from their leases due to financial hardship? He asked if any other lease holders have asked for lease deferment besides Rocovich?

Ms. Larson said these leases are up for review, and are required to be reappraised, but these leases are still current.



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Public Comment - None

### **3. Cursory Fee review of existing regulations & Admin Cost Codes**

Mr. Uchytel said this is an overview of fees for the Committee so they know what fees we have.

- Resident Surcharge is currently \$69 per month for up to four people and \$23 for additional people. The \$69 rate has been since 2008.

Committee Discussion

Mr. Etheridge asked when the public hearing will be on this item?

Mr. Uchytel said we are still working with CBJ Law for the correct wording. They were waiting until after this meeting to see if there was a need for changes to the wording before they provide staff with the final document for advertisement.

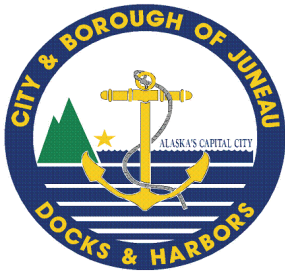
The Committee members were in agreement to move forward with the Board's motion and changes can be made later.

Public Comment

Clayton Hamilton, Juneau, AK

Mr. Hamilton said he is curious on how fees are assessed. He wanted to point out that some of our services in Juneau cost twice as much as other communities. He said he understands the Committee is looking at ways to raise revenue but he suggests to make it cheap and easy to do business here.

- Vendor Booth Permit fee – Currently \$30,000. This was changed in 2015 from \$5,000 to \$30,000. This is to sell tours on the docks.
- Loading Zone Permits fee – This was amended recently in 2021 but had to do with the B-zone re-definition. This is for bus staging. In 2017: \$300 per company plus \$7 per passenger seat, in 2018: \$350 per company plus \$8 per passenger seat, in 2019: \$400 per company plus \$9 per passenger seat. Starting 2025: adjust this fee every 5 years based on the CPI adjustment.
- Dockage Charge – This is the fee the Board just reviewed and recommended doubling. This was adjusted last in 2005/2006.
- Port Maintenance Fee – This is the fee that Mr. Green commented was put into effect to cover maintenance costs for the old cruise ships docks. The Board may want to consider doubling the dockage charge and sunset this fee.



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- Potable Water – This used be a dollar amount but changed in 2017 to be a certain percentage of our rate.
- Lightering Fee – This is for a vessel that anchors and lighters to the port field office float. This has not been changed since 2005 and is a \$600 per day fee.

Mr. Etheridge asked if this is per ship?

Mr. Uchtyl said this is per cruise ship.

Mr. Wostmann asked if this is per lightering vessel?

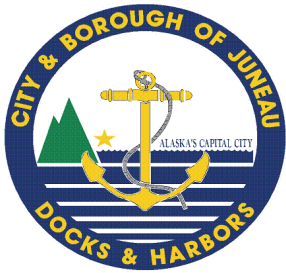
Mr. Uchtyl said this is assessed to a vessel over 100,000 gross tons carrying more than 100 passengers. We are seeing less lightering because of 16B and depending on the NCL dock there may be no lightering in the future.

- Other Fees –
- Marine Passenger Fees
- Port Development Fees
- Boom Truck Usage Fees – We were able to secure a boom truck from federal grant money. Our fees are higher to not compete with locals. This has been mostly used for in-house uses.
- Moorage Waitlist Fee- \$50.00
- Parking Lot Fees – This is for parking from May to September and is more of a management tool. We do have the authority to charge parking downtown and Douglas Harbor. In the past, there has not been a need to move forward with this fee. We do have parking in the Taku Lot which is managed by Harbor staff. This parking space is profitable and works well as a management tool. Statter Harbor rate has been since 2009, the Taku rate was established in 2015.
- Private Boathouse Surcharge – This is \$.13 per sq/ft and has not been changed since 2005. The owners of these boathouses also have to pay property tax.
- Fee Delivery and Sale of Fuel at the ABLF – This is fueling vessels at the drive down float. The fee is \$.05 per gallon pumped in a vessel.

Mr. Wostmann asked if our insurance is affected by allowing fueling on this dock?

Mr. Uchtyl said he is unsure but he will look into it.

- Other Fees
- Auke Bay Loading Facility Drive Down Float –in 2015, staff thought it would be easy to put up a gate and assess a fee, but the gate was going to be approximately \$40,000 so



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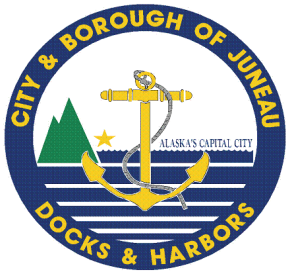
that did not happen. This fee does not generate revenue but it was also thought to help pay for new decking for the float due to all the use.

- Issuance fee for key fobs
- Auke Bay Loading Facility Float Moorage – The first two hours are free, a charge is assessed after the first two hours based on use. There were people using this space for free moorage and that is why this was enacted in 2015.
- Auke Bay Loading Facility Float Mechanical Work zone – This fee was to encourage boat owners to get their part, get their boat fixed, and get out of the work zone.
- Skiff Fee – This was reduced in 2016 to \$300 and changed to a calendar year.
- Daily Moorage Fee – This is currently at \$.58 per foot.
- Monthly Moorage Fee – This was adjusted in 2016 to have the Statter Harbor rate change the same as the downtown rate.
- Monthly Pre-Paid Discount – The 5% & 10% discount came into existence in 2016
- Active Fishing Vessel Discount at Statter Harbor – This is a discount and it does affect our revenue.
- Fee for Tenders – This has not changed since 2005
- Recreational Boat Launch Fees – The \$90.00 and \$15 rate has not changed since he was Port Director. The change in 2015 was on how many free permits would be given out to owners of multiple trailers.
- Fee for Commercial Use of Boat Launches – This is not used much
- Staging fee for ABLF
- Passenger for Hire – Adjusted in 2015. These are the fees assessed to the charter fleet.

Mr. Wostmann asked if this is the fee the Board went on record to say this fee would not be increased this coming season.

Mr. Uchytel said yes for Statter Harbor with the new construction. The Board also said they would address the 2022 fee later this year.

- Statter Harbor Bus Loading fee - There is a company fee and a seat fee.
- Grid Fee – This was changed in 2017
- Crane Use Fee – This was based on every 5 minutes, but in 2015 the turning the crane off and on was thought to be hard on the equipment and it was changed to \$5 per 15 minutes use.



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Mr. Becker said he had complaints about only having 15 minutes at a time and asked if someone could have it run for longer times if they know they are going to need it for longer times?

Mr. Creswell said he spoke with the representative for the millennium system and staff is not able to change the fob to allow for longer time but there can be a beeper that counts down when you are a minute away from your end of time.

Mr. Uchtyl said we do collect revenue from this fee but we spent about \$30,000 this past winter on the downtown cranes that are very worn. We do not collect enough revenue on cranes.

- Storage Fees - \$0.50 per square feet for harbor patrons.
- Staff Labor Fees – This is a \$75 fee that is mostly used for staff to inventory an impound.

Mr. Wostmann asked for the loaded cost for our employee compared to what we charge?

Mr. Uchtyl said a Harbor Officer is probably pretty close to what we charge. This is primarily for our impound vessels.

Mr. Wostmann asked if most of the impound fees are not recovered?

Mr. Uchtyl said yes.

Mr. Creswell said we do use it on impounds and realize these fees are unrecoverable so we try to be sparingly in those cases. This fee is also used whenever something falls outside the area of good customer service like when a harbor patron is negligence or they are not able to come and pump out their boat. In those cases, it is always paid, so this is a good fee when we need it.

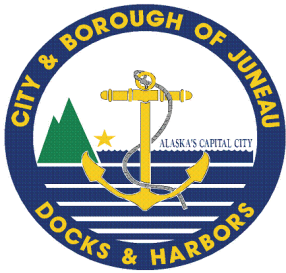
Mr. Wostmann said this fee may need to be reviewed.

- Reserved Moorage Waitlist Fee
- Shorepower Access Fee – There are a lot of different shorepower fees. This was reviewed in 2017.

Mr. Etheridge asked if the RCA limited what Docks & Harbors was allowed to charge for electricity?

Mr. Uchtyl said that had to do with reselling of power, this is assessing a fee to what we are charged. He said in regulation it states that the shorepower access fee should be reviewed and adjusted annually.

- General moorage management policy



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- Vessel salvage and disposal fee – This is a \$0.25 per foot per month applied to a vessel that does not have insurance. Harbors collects about \$16,000 per year. This does not generate enough revenue to impound and dispose of the amount of vessels we do a year. This is a fee that could be considered for review.

Mr. Wostmann asked what would be the consequences if the Harbors policy was that if a vessel did not have insurance they could not be in the Harbor?

Mr. Uchytel said he is not sure what CBJ Law would say to making insurance mandatory to be in our Harbors?

Mr. Wostmann said staff should ask the question.

Mr. Uchytel said staff often hears that an old wooden boat is not able to obtain insurance.

Mr. Etheridge said that is true.

Mr. Uchytel said that would be a problem because some vessels are uninsurable.

- Anchoring – This fee of a \$100 application fee with a \$.25 per foot was established in 2018 as a result of Lumberman being off the Aurora Harbor breakwater. Previously Harbors had no regulation that outlined anchorage in our tidelands.

Mr. Etheridge asked how many launch ramp permits are sold.

Staff estimated 2,000

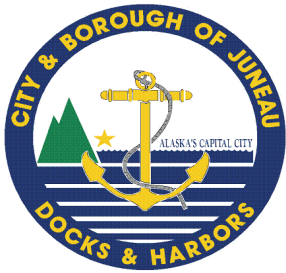
Mr. Etheridge asked how many vessels are paying the vessel disposal surcharge of \$.25 per foot for not having insurance?

Mr. Uchytel said we collect about \$16,000 per year.

Mr. Creswell said he is unsure of the number of boats. It is hard to estimate because only assigned stall holders pays this fee. He said he will get the number of vessels and get back to him.

Mr. Wostmann asked how much of an administrative burden would it be to tell an owner of a vessel that is uninsurable to provide a denial letter from the insurance company? How many vessels are truly uninsurable or the owner just does not want to pay insurance for their vessel?

Mr. Etheridge said his boat, the Tagish, is uninsurable. His other boat, the April Ann, was very difficult to get insurance on. There are a lot of boats in the Harbors that are not able to get insurance.



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Mr. Wostmann pointed out that those are the vessels that are the greatest risk for sinking at the dock, creating damage to our facilities, or being abandoned and the Harbors has to dispose of them.

Mr. Larkin commented that all the marina's he has moored at down south, he had to have insurance and list the Marina as additional insured in able to get moorage at the facility. On the boats that are unable to get insurance, or it is cost prohibitive, the owner should post a bond to protect the Harbor in case of an incident.

Mr. Etheridge commented that might be doable.

Mr. Uchtyl said he estimated a 40' vessel to pay approximately \$10 per month with this fee if they do not have insurance. Maybe 120 vessels are currently paying this fee.

Mr. Wostmann suggested to increase this fee to be comparable to a monthly insurance premium.

Mr. Wostmann asked how the Committee would like to proceed.

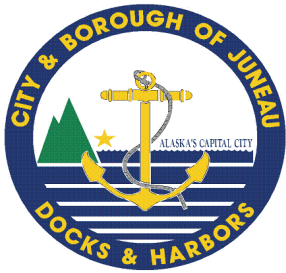
### **Committee Discussion**

Mr. Etheridge recommended to review and increase the \$0.25 vessel surcharge fee, increase the staff labor fee, and review the launch ramp permit fees due to the needs identified at our launch ramps.

Mr. Larkin asked if any of the fees charged are not covering the associated costs. He gave an example of the electricity fee covering our expense.

Mr. Uchtyl said that is a tough question. We did bring in a harbor user that is an electrician that reviewed the rates to make sure we were charging enough and not losing revenue. In 2017 we were confident the rate was covering our expense. He said looking at the launch ramps and if we do sell 2000 annual permits that is \$180,000 in revenue collected. We have recapitalized the Auke Bay launch ramp, we do snow removal at all our facilities except Echo Cove. Staff goes to Echo Cove every day in the summer to check on the facility, we provide a dumpster for trash, and outhouses at all of our launch ramps. He said he is unsure if the maintenance alone is covered with the revenue collected. It is difficult to determine if each fee collects enough revenue based on the fee because of all our revenue and expense is co-mingled. It is hard to say what user groups are using trash and bathrooms and what facility requires more snow removal. This is why it is difficult to raise rates because it is always another user group that is causing the impact.

Public Comment –



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Mr. Clayton Hamilton, Juneau, AK

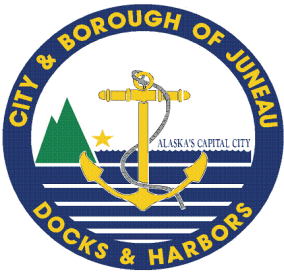
Mr. Hamilton said his impression of the launch ramps is that they are neglected and he knows some people would be very upset if this fee was increased.

#### 4. Next Steps: Recommendations to Operations-Planning Committee

Mr. Wostmann said it is important to manage our current revenue and expenses so we do not draw our fund balance down any more than what was presented to the Assembly. The other items for more discussion is to review the UAS purchase and the additional revenue needed to purchase the property. With this purchase in mind, the Committee needs to follow through with the fee review and see where fees can be increased. He is unsure if this could raise enough revenue but also continue the discussion with bonding or pursue funds that may be applicable to this waterfront property purchase. He wanted to schedule a meeting where Docks & Harbors has the opportunity to let the public know our challenges with COVID and the fact we need to increase fees but also hear from the public and hear the biggest resistance. He suggested to solicit from Committee members what fees they recommend to discuss further for a possible increase and set a date for a working session to specifically address these recommendations. He said to send the recommendations to Mr. Uchytel.

Mr. Larkin said another thing to think about and be ready for is if there are no cruise ships next year.

- VII. Next Meeting** – Mr. Wostmann recommended to send out a doodle poll for another meeting time for as soon as possible.
- VIII. Adjournment** – The meeting adjourned at 6:50pm



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
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April 15, 2021  
via zoom

**I. Call to Order** – Mr. Wostmann called the meeting to order at 5:00pm via zoom.

**II. Roll Call:** James Becker, David Larkin, Don Etheridge and Bob Wostmann)

Absent: Chris Dimond.

Also in attendance: Carl Uchtyl – Port Director, Matt Creswell – Harbormaster, and Teena Larson – Administrative Officer

**III. Approval of Agenda**

Mr. Uchtyl wanted to add an item #3 Bid Opening Information, under items for information and a staff report.

Mr. Wostmann requested that item #2(A) be moved to the bottom of the list and consider all the other fee structures first before the general moorage fees are considered.

**MOTION By MR. ETHERIDGE: TO APPROVE THE AGENDA AS AMENDED AND ASK UNANIMOUS CONSENT.**

Motion passed with no objection.

**IV. Public Participation on Non-Agenda Items - None**

**V. ~~Approval of April 8th, 2021 Finance Sub-Committee Meetings Minutes~~** – Minutes were not ready to approve at this meeting.

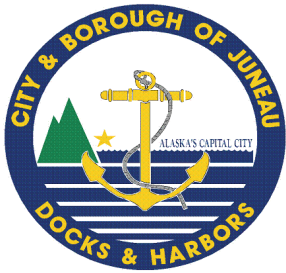
**VI. Items for Information/Discussion**

**1. Overview/tracking of FY21 Budget**

Mr. Uchtyl said the only update is the February Expenditures that have been posted for Docks and Harbors. February revenue is still pending for Harbors. Staff is still hopeful we will be running a positive Harbor balance for this fiscal year ending June 30<sup>th</sup>. For Docks, staff is anticipating approximately \$800,000 draw from the fund balance. Mr. Uchtyl said he talked to the Finance Director today and he asked if the Board would consider going back and updating our budget numbers for this fiscal year and also fiscal year 22. This came after the Assembly Finance Meeting where some Assembly members wanted a budget with more fidelity than we provided. The Board approved our budget in January and things have changed since then. Staff will update the budget numbers with more accurate numbers and bring it back to the Board.

Committee Discussion

Mr. Etheridge agreed to update the budget numbers for the Assembly members.



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Public Comment – None

**2. Review of Docks & Harbors Regulation Fees**

Mr. Uchytel said the fees below were discussed at the last meeting. Staff has added the revenue collected from the fees.

**a. Moorage fees (05 CBJAC 20.030 – 20.042)**

This fee collected approximately \$1.3M in downtown moorage and \$900K in Statter Harbor moorage. This brings in a total annual moorage revenue of \$2.2M.

Committee Discussion –

The Committee members decided to delay discussion on this item. They wanted to see how much the other increased fees would generate before deciding to raise this fee.

**b. Boat launch fees (05 CBJAC 20.060 -20.070)**

This is a \$90 fee for one trailer and if they have additional trailers, they can get two additional permits for \$5 each. We collect approximately \$150,000 in daily, annual, and commercial fees.

Committee Discussion –

Mr. Becker commented that for as long as he has been on the Board, there are items that need to be installed or fixed at the launch ramps. There may be a lot of upset customers if these rates are raised. However, if we want to fix the items needed at the launch ramps, we are going to have to raise rates to pay for them. He asked what it was going to cost to have lights at North Douglas launch ramp?

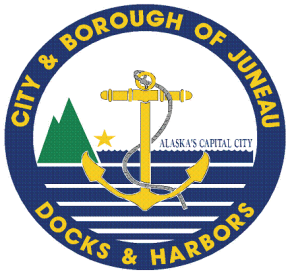
Mr. Uchytel said AEL&P provided a quote of \$50,000 to bring the power across the road.

Mr. Becker commented that the lights also need fixed at the Douglas launch ramp? There will need to be a modest increase to this fee to help cover those expenses.

Mr. Etheridge said this fee hardly covers the man power to maintain the current facilities let alone make improvements to the facilities. With the distance for staff to travel in between the different launch ramp facilities, picking up and dumping trash, cleaning bathrooms, and keeping the launch ramp cleared of snow and debris makes these facilities very expensive to maintain. This fee does warrant an increase.

Mr. Wostmann asked when the last time this fee was raised?

Mr. Uchytel said 2005.



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Mr. Larkin said this fee could be easily raised a little bit to \$100 or \$120 making it \$10 per month for the whole year. He asked how many permits are sold annually?

Mr. Uchytel said approximately 1700 annually. Raising this by \$10 will generate another \$17,000.

Mr. Wostmann proposed to raise annual recreational rate to \$120 annually, the daily rate to \$20, and the administrative fee for additional trailer permits to \$10. We put a lot of money into new launch ramps and we are collecting less than it costs to operate them.

Mr. Larkin said he supports the proposed increases.

Public Comment –

Mr. Clayton Hamilton, Juneau, AK

Mr. Hamilton said he ties up at Douglas and uses North Douglas launch ramp and the Douglas Harbor launch ramp. He wanted to reiterate the need to tie fees to services. He was under the impression that the services provided were covered by the current fee structure. He is worried that the Board is talking about what fees we can raise instead of what services we can provide. This is an unusual year and the next two years could be unusual years but at the same time we have not improved North Douglas and put up more lights at South Douglas. He suggested to keep thinking about services provided and pay for those but not look at who we can extort more money from. This fee is the greatest bang for your buck and only needing a plow truck in the winter. He is opposed to raising launch ramp fees for that reason.

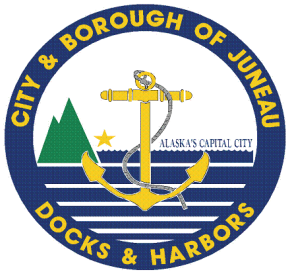
Mr. Wostmann said he is empathetic that we have not been able to do much improvements with Douglas, should we consider a different fee structure for different launch ramps?

Mr. Etheridge said the reason there has been no work in Douglas Harbor is due to not having the funds. If the rates are increased we will be able to afford to do the work that is needed. We do not have the funds to fix the lights and the parking lot in Douglas because we cannot afford to do this. At the current fee, we are not making enough money to pay for the maintenance and upkeep of the launch ramps.

Mr. Becker said we also need to finish the Douglas parking area which is lower than the paved access road. It was originally slated to be completed in the Douglas Harbor plan so this needs to be completed.

Mr. Wostmann suggested to send this recommendation to the next Operations Committee meeting.

Mr. Uchytel said because this will be quite controversial in the community, he would like to point out that when comparing launch ramp fees to other areas out of state, Juneau is



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April 15, 2021  
via zoom

unique with the fact that we have six launch ramps from North Douglas to Echo Cove separated by 49 miles. Staff does not plow the Echo Cove launch ramp in the winter but this year we received complaints that Echo Cove was not cleared of snow. Every user wants access at every location. The North Douglas request is for more development and having the float installed year round. Juneau's launch ramps cannot be compared equally to other cities with launch ramps in Alaska.

**c. Staff labor fees (05 CBJAC 20.140)**

The average revenue collected from this fee is \$5,000 annually. The vast majority of this revenue is generated from vessel impounds.

Committee Discussion -

Mr. Uchytel said the definition for this fee is on page five of the packet. This is a \$75 an hour fee for staff with a minimum of one hour. The boat call out is \$125.

Mr. Wostmann asked how this fee compares to the loaded wage of an individual responding? What is the mark up percentage?

Mr. Uchytel said \$60 is the loaded wage for a Harbor Officer per hour.

Mr. Wostmann proposed to set the staff labor fee annually at 150% of the loaded labor cost.

Mr. Uchytel said this could get complicated with employees being paid at a different rate.

Mr. Wostmann said he has had to pay different rates for different individuals in the past. This would be an annual exercise to determine the billing rate for each individual and that would be applied at the 150% of the loaded rate.

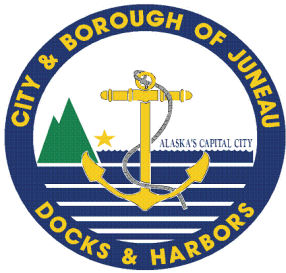
Mr. Larkin commented to make sure the wording makes sense as to when someone needs staff labor, they will get the staff available at that time.

Mr. Wostmann recommended wording "that in an emergency call out, it is in the discretion of the Port Director or Harbormaster to determine which staff will respond".

Mr. Etheridge asked what the fee will be for the Boat charge?

Mr. Creswell said we have three different boats all used in different ways. He said \$125 per hour seems about right.

Mr. Wostmann asked if the cost for each boat could be determined?



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

April 15, 2021  
via zoom

Mr. Creswell said it could be done.

Mr. Wostmann asked if this fee should be based on the type of call out?

Mr. Creswell said he can count on one hand how many times a year staff charges for boat usage. We mainly rely on commercial towing and salvage boat companies and we use our boat only as a last resort.

Mr. Wostmann asked what the commercial boat owner charges?

Mr. Creswell said \$250 per hour for an inspected towing vessel.

Mr. Wostmann recommended Mr. Creswell review the actual operating costs of each boat and figure out an average cost to give it a fair market value. He would like Mr. Creswell to bring the value back to this sub-committee to determine if we are substantially underpriced. If not, we can leave this fee as is.

Mr. Etheridge agreed.

Mr. Wostmann recommended to send the staff labor fee adjustment to the next Operations Committee.

**d. Reserved moorage waitlist fee (05 CBJAC 20.150)**

This is a \$50 initial sign up fee and \$10 annually to maintain your position on the list. We have about 80 vessels on the waitlist in Statter Harbor and about 40 on the waitlist downtown.

Committee Discussion –

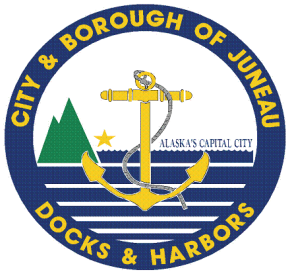
Mr. Etheridge commented that it does not cost us anything to leave the people on the waitlist.

Mr. Wostmann said there is only a small amount of administrative time spent on this. How many people are waiting to get in the Harbor and how many people are looking to get a better slip than they already have?

Mr. Uchtyl said the waitlist at Statter Harbor are 80 deep and these people are transient or downtown and they want to be in a permanent stall at Statter Harbor. The majority of the downtown waitlist is just swaps.

Mr. Becker suggested to leave this fee the same.

Mr. Wostmann proposed to raise the fee to \$50 per year for every year they are on the list.



## DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES

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Public Comment –

Mr. Clayton Hamilton, Juneau, AK

Mr. Hamilton said if you have to make some money, this would be a good place to do so, but do we have to, and you are not providing much of a service for this fee. He said the service should be tied to the fee because the Harbor is not out to make a profit, it is a public harbor.

Mr. Wostmann said we charge for services, but we charge for value where there is significant value that does not always relate to how many staff hours are put into it. We need to look at both aspects of the services and opportunities we provide.

Mr. Etheridge said we are an Enterprise Board and we have to pay our own way. Docks & Harbors does not receive tax revenue from the City. With the loss of cruise ships for two years we are going backwards. We are now at a point we need to raise the fees that have not been raised for years for the Harbors to survive.

Mr. Wostmann said in previous years some Docks revenue was redirected to Harbors because Harbors was having shortfalls but now the tables are turned. This Committee is looking at fees that can be appropriately adjusted.

Mr. Wostmann suggested to bring the proposed \$50 per year fee to the next Operations Committee meeting.

### **e. Parking lot fees (05 CBJAC 20.160)**

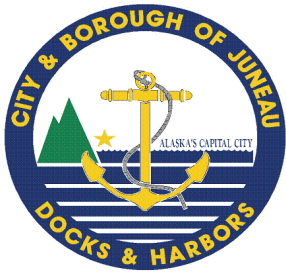
We charge \$1 per hour or \$5 per day for parking at Statter Harbor May through September. This is for general parking and the trailer parking at the launch ramp. We also charge for parking at the Taku Lot downtown. This fee is \$2 per hour for a limit of 3 hours at a time. He said he decided not to charge for downtown parking again this summer due to not having enforcement. We generate approximately \$50K from downtown parking and \$115K from Statter Harbor parking.

Committee Discussion –

Mr. Wostmann asked Mr. Uchytel if we charge for the parking at Aurora, Harris, and Douglas?

Mr. Uchytel said we are authorized to charge for the parking at the downtown harbors but we have never done that because it is not a tight commodity that we need to. There is sufficient parking downtown and it has been the will of previous Boards to not charge for this parking.

Mr. Wostmann said he would be inclined to start charging for parking in Aurora and Harris.



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Mr. Becker said when he pays his stall rent, he receives a free parking sticker, but he is open to charging for parking.

Mr. Etheridge said the abandoned vehicles are dumped in the night. We are going to have to pay the cost of getting rid of these vehicles and there is about a dozen. These need to be removed through JPD but JPD does not have anywhere to put these vehicles at this time. A fee will not keep these vehicle out.

Mr. Wostmann recommended staff work on a proposal for an appropriate fee for Aurora, Harris, & Douglas parking. He suggested that if you have a boat in the Harbor, and you are current on your moorage fee, you should still get a parking sticker for free.

Mr. Etheridge recommended to charge for a parking permit and not an hourly rate because that will take a lot of staff time.

Mr. Creswell commented that assigned stall holder in Statter get a free parking pass.

Mr. Larkin asked if it is actually worth staff time to try to collect these fees? He commented to clean up the optics before we start charging.

Mr. Wostmann said this is a facility that is not free of cost. Staff does plow, and monitor the parking area's so we should generate some revenue.

Mr. Uchtyl pointed out that although there are derelict vehicles in our harbors, it is much less than it was five years ago. We have systematically gotten rid of vehicles. He is concerned about adding another fee to live-aboard's and the level of effort for Harbor Officers to enforce this.

Mr. Wostmann said the Committee members here tonight agree there should be a charge and he is looking for a plan from staff on how to best move forward with this.

Mr. Uchtyl said the parking fee at Statter Harbor is a management tool. If there was no fee for parking, the lot would be filled and no one would ever move. We have not had that problem in the downtown harbors.

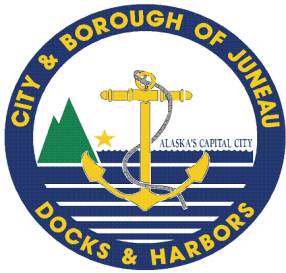
Public Comment -

Mr. Clayton Hamilton, Juneau, AK

Mr. Hamilton asked if this would be similar to Statter Harbor where people who pay for stalls get a free parking permit, or will this be charging for parking across the board.

Mr. Wostmann said his understanding of the discussion is that people who have paid up moorage would get a free permit, same as in Statter.

**f. Private boathouse surcharge (05 CBJAC 20.170)**



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

April 15, 2021  
via zoom

This is a \$.13 per square foot fee for the boatshelters in Aurora Harbor. This fee generates approximately \$3,800 annually.

Committee Discussion –

Mr. Etheridge said he tried to get the property tax from the City that is charged on these boat houses and he did not get support to do this. The City gets the property tax but the Harbors provides the services for them. He suggested to look into receiving the property tax revenue generated from the boatshelters again.

Mr. Larkin said the City does provide Police and Fire services.

Mr. Wostmann said with all the fees they pay already, it is hard to raise this fee.

Mr. Larkin asked if there was an additional cost to Docks & Harbors involved with the boat houses?

Mr. Etheridge said the reason the \$.13 was added was because these boat houses cannot be hot berthed.

Mr. Wostmann asked if Mr. Etheridge knew how that was computed?

Mr. Etheridge said it came from another Board member.

Mr. Wostmann asked if Mr. Uchytel could calculate the lost revenue because the boat houses could not be hot berthed?

Mr. Uchytel said it would be speculative.

Mr. Etheridge recommended to increase this fee to \$.20 per square foot.

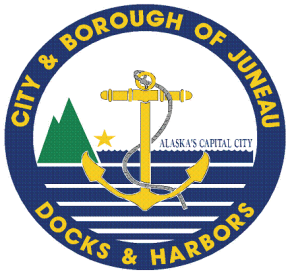
Mr. Wostmann asked how long this fee was in place?

Mr. Uchytel said 2005.

Mr. Wostmann said he supports raising this fee to \$.20 and to bring this fee increase to the next Operations Committee meeting.

**g. Fee for delivery & sale of fuel at ABLF (05 CBJAC 20.175)**

This is a \$.05 per gallon fee for fueling vessels at the drive down float at the ABLF. On average, this fee generates \$5,000 annually. Mr. Uchytel said he talked to the Risk Manager today regarding the question, “is our insurance at a higher premium due to this activity”. The Risk Manager said it is the requirement of the operator to self-insure for this service. This activity is included in with all the other activities of Docks & Harbors and we do not have to worry about this specific activity.



## DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES

April 15, 2021  
via zoom

### Committee Discussion –

The Committee members wanted to make sure all our permit are covered with all the necessary insurance.

Mr. Wostmann requested the permit be ran through CBJ Risk to ensure fuel operators are required to carry enough insurance to protect us for all marine related activity and bring it back to this Committee.

### **h. Shore power access fees (05 CBJAC 30.010)**

Mr. Uchtyl said construct all the electrical infrastructure for the Harbors, but we never reap the true benefit of recapitalization because of the way the Regulatory Commission manages power distribution. We do charge for people that do not have power in their name and we collect about \$87K. The difference from what we charge compared to expense is about \$40 to \$60K annually.

### Committee Discussion –

Mr. Etheridge recommended to look at the maximum amount of power that can be put through a circuit to make sure we are breaking even.

Mr. Wostmann said he believes there needs to be an Electrical Engineer to come up with these rates.

Mr. Uchtyl said when these were updated in 2017, Mr. Shattenberg, who is an electrician, helped come up with the new rates. He proposed to get the minutes from the 2017 meeting and bring to the next Operations Committee meeting.

Mr. Wostmann recommended to pass on this item at this time until the Committee has more information.

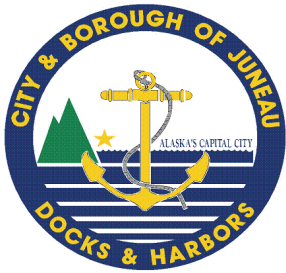
### **i. Vessel salvage & Disposal fee -in lieu of insurance (05 CBJAC 40.010)**

This is the \$.25 per linear foot fee for vessels that do not have insurance. The name for this fee should be changed so it does not imply this is a service we provide because it is meant to be a penalty for people that do not have insurance in our facilities.

### Committee Discussion –

Mr. Etheridge recommended to strike the “salvage and disposal” out of the title and just have, Vessel Fee - in Lieu of insurance.

Mr. Wostmann supports this change.



## DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES

April 15, 2021  
via zoom

Mr. Larkin commented that this fee could be charged to individuals that do not have insurance.

Mr. Wostmann commented to come up with a fee that would be closer to the cost of purchasing insurance. This would maybe incentivize the owner to just purchase insurance. Any vessel that is paying a fee in lieu of insurance should also have to provide a survey from a certified surveyor every three years and if the vessel is not seaworthy we have them leave the harbor.

Mr. Uchytel said he recommended to raise this fee to \$1.00. He said he is unsure if a patron would allow a certified surveyor to come on their vessel.

Mr. Wostmann suggested to have this as a project to work on over the next couple of years.

Public Comment –

Mr. Clayton Hamilton, Juneau, AK

Mr. Hamilton commented that there is a boat in Aurora Harbor currently called the Sultana that is 130 year old boat in perfect condition, but there is no way to get insurance due to the age. There are a lot of old boats in Alaska and he wanted to remind the Committee to think of all the different users in the Harbor. The other comment is if you are charging the amount of what the insurance costs, the insurance payments are based on what the insurance provides. Is CBJ going to step in and assume liability for vessels like the insurance would? He said this might be more involved than initially thought.

Mr. Wostmann said this insurance would not be for replacement of a vessel but to protect the Harbors in case there are damages to our facilities.

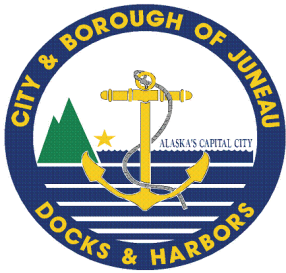
### **j. Charge for credit card (Not in regulations)**

It costs upwards of \$80K for Docks & Harbors to process credit cards. We are required to have the same credit card processor as the entire City and follow the City's guidelines with credit card use. We are not able to charge the patron an extra percentage for using their credit card to help cover our costs. This expense includes the gateways expense to process online payments and launch ramp permits, and to process credit cards through our moorage software program (FSM) as well as the percentage charged for each credit card transaction. Mr. Uchytel suggested a discount at one time to incentivize the use of cash over credit card use but was told by CBJ Finance that was not allowed.

Committee Discussion

Mr. Wostmann suggested to modify our discount policy.

Mr. Larkin asked what percentage of the patrons do pre-paid moorage?



**DOCKS & HARBORS  
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Mr. Wostmann recommended to put this in the list to continue to work on and direct staff to find ways to reduce this fee.

Mr. Larkin said in regards to the lease spread sheet broken down by industry, he did not see the Juneau Yacht Club on that list.

Mr. Uchytel said this lease generates no revenue.

Mr. Larkin asked if we have expenses related to Taku Harbor?

Mr. Uchytel said like all the Harbors, Taku Harbor was transferred from the State. This is our facility with expense, but no revenue due to no enforcement. Staff goes once or twice a year to do minor maintenance. Maybe three years ago the pilings were jacking out and we received a 75/25 matching grant from Fish & Game to fix the facility.

Mr. Larkin asked about the DOT ROW?

Mr. Uchytel said this is a charge DOT believes we owe them because of the items stored in the ROW. Docks & Harbors received grants and created this area at the ABLF. Mr. Horan is doing an appraisal to validate the encroachment cost of \$18,000 DOT claims it is worth. Mr. Horan plans to meet with the DOT supervisor to discuss this ROW charge.

Mr. Larkin asked if all the various fees charged to the cruise ships could be all put in a bundled fee so there is only one charge per ship based on the size.

Mr. Uchytel said our cruise ship fees do not compare to how Seattle charges. Our billing works with our current system.

Mr. Wostmann said another item to discuss is to charge a fee to offset security requirements.

Mr. Larkin asked if we are expending more for security requirements than we recoup?

Mr. Uchytel said some would say the head tax money could be used for security requirements. The Coast Guard is constantly coming out with new security requirements.

Public Comment – None

**Staff Report** – Staff had a bid opening for Harris Harbor zinc anodes yesterday. The Engineer's estimate was \$254,000 and the bid came in at \$174,000.

**VII. Next Meeting – TBD**

**VIII. Adjournment** - The meeting adjourned at 7:24pm

# Harbors

|                              | FY19<br>07/01/2018-<br>06/30/2019 | FY20<br>07/01/2019-<br>06/30/2020 | FY21<br>07/01/2020-<br>06/30/2021 |        | Harbor<br>Expense | FY19<br>07/01/2018-<br>06/30/2019 | FY20<br>07/01/2019-<br>06/30/2020 | FY21<br>07/01/2020-<br>06/30/2021 |             |            |   |
|------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------|-------------------|-----------------------------------|-----------------------------------|-----------------------------------|-------------|------------|---|
| Harbors Revenue              |                                   |                                   |                                   |        |                   |                                   |                                   |                                   |             |            |   |
| July **                      | \$1,160,128.44                    | \$1,218,681.31                    | \$1,067,873.19                    | Actual | ↓                 | July                              | \$495,335                         | \$609,856                         | \$616,993   | Actual     | ↑ |
| August **                    | \$294,515.20                      | \$321,164.86                      | \$217,964.98                      |        | ↓                 | August                            | \$262,430                         | \$266,325                         | \$264,549   | Actual     | ↓ |
| September **                 | \$216,772.87                      | \$242,381.82                      | \$194,280.75                      |        | ↓                 | September                         | \$329,666                         | \$328,902                         | \$206,586   | Actual     | ↓ |
| October                      | \$151,584.36                      | \$167,367.53                      | \$140,629.53                      |        | ↓                 | October                           | \$181,932                         | \$202,554                         | \$184,466   | Actual     | ↓ |
| November                     | \$115,943.44                      | \$128,910.62                      | \$118,953.69                      |        | ↓                 | November                          | \$196,222                         | \$228,845                         | \$179,856   | Actual     | ↓ |
| December                     | \$115,990.99                      | \$131,276.79                      | \$171,950.46                      |        | ↑                 | December                          | \$172,120                         | \$183,656                         | \$239,989   | Actual     | ↑ |
| January                      | \$115,977.59                      | \$127,578.69                      | \$113,462.69                      |        | ↓                 | January                           | \$189,056                         | \$193,770                         | \$197,415   | Actual     | ↑ |
| February                     | \$92,562.31                       | \$104,101.40                      | \$94,962.39                       |        | ↓                 | February                          | \$171,593                         | \$186,768                         | \$181,437   | Actual     | ↓ |
| March                        | \$131,491.40                      | \$125,615.30                      | \$132,822.00                      |        | ↑                 | March                             | \$258,707                         | \$239,948                         | \$171,473   | Actual     | ↓ |
| April                        | \$188,936.06                      | \$160,097.02                      | \$160,097.00                      | Est    |                   | April                             | \$224,523                         | \$196,029                         | \$218,022   | Actual     | ↑ |
| May                          | \$258,892.40                      | \$171,107.82                      | \$171,107.00                      | Est    |                   | May                               | \$239,957                         | \$173,004                         | \$240,000   | Est / FY19 |   |
| June                         | \$32,797.55                       | \$167,471.71                      | \$167,471.00                      | Est    |                   | June                              | \$448,599                         | \$402,992                         | \$450,000   | Est / FY19 |   |
| User Fees                    | \$2,875,593                       | \$3,065,755                       | \$2,751,575                       |        |                   | Total                             | \$3,170,140                       | \$3,212,649                       | \$3,150,785 |            |   |
| State Shared Rev             | \$447,874.66                      | \$409,172                         | \$391,373                         | Actual |                   | Debt Service                      | \$738,100                         | \$738,100                         | \$738,400   |            |   |
| Land Lease Rev               | \$886,388.87                      | \$925,733                         | \$825,000                         | Est.   |                   |                                   | \$3,908,240                       | \$3,950,749                       | \$3,889,185 |            |   |
| Permit Rev                   | \$0.00                            | \$1,278                           | \$0                               |        |                   | Bad Debt                          | \$142,185                         | \$58,223                          | \$75,000    |            |   |
| AR Int. and Fines            | \$5,389.40                        | \$146,819                         | \$2,030                           |        |                   |                                   | \$4,050,425                       | \$4,008,972                       | \$3,964,185 |            |   |
| Misc rev/cares               |                                   | \$27,947                          | \$52,000                          |        |                   |                                   |                                   |                                   |             |            |   |
| Minor Violations             | \$15,370.00                       | \$12,295                          | \$10,000                          | Est    |                   |                                   |                                   |                                   |             |            |   |
|                              | \$4,230,616                       | \$4,588,999                       | \$4,031,978                       |        |                   |                                   |                                   |                                   |             |            |   |
| Harbors Fund Balance Reserve |                                   |                                   | \$305,000                         |        |                   |                                   |                                   |                                   |             |            |   |

**Revenue:** \*\* Indicate months that had normal tourism FY20

Revenue estimates have been down due to several factors.

## No Whale Watching Revenue

## Bad Fishing

Decrease in Yacht Revenue

N.Aurora demo which decreased transient moorage in Douglas, more boats were trailered.

## Docks

|                                                 | FY19<br>07/01/2018-<br>06/30/2019 | FY20<br>07/01/2019-<br>06/30/2020 | *FY21<br>07/01/2020-<br>06/30/2021 |  | Docks Expense | FY19<br>07/01/2018-<br>06/30/2019 | FY20<br>07/01/2019-<br>06/30/2020 | FY21<br>07/01/2020-<br>06/30/2021 |        |
|-------------------------------------------------|-----------------------------------|-----------------------------------|------------------------------------|--|---------------|-----------------------------------|-----------------------------------|-----------------------------------|--------|
| Docks Revenue                                   |                                   |                                   |                                    |  |               |                                   |                                   |                                   |        |
| July                                            | \$333,452                         | \$385,392                         | \$0                                |  | July          | \$550,561                         | \$522,738                         | \$516,729                         | Actual |
| August                                          | \$351,241                         | \$395,427                         | \$0                                |  | August        | \$153,570                         | \$169,948                         | \$95,794                          | Actual |
| September                                       | \$264,513                         | \$282,927                         | \$0                                |  | September     | \$239,926                         | \$192,947                         | \$82,730                          | Actual |
| October                                         | \$22,710                          | \$77,350                          | \$0                                |  | October       | \$77,011                          | \$107,599                         | \$71,519                          | Actual |
| November                                        | \$6,015                           | \$175                             | \$0                                |  | November      | \$43,611                          | \$36,224                          | \$51,189                          | Actual |
| December                                        | \$1,132                           | \$3,828                           | \$0                                |  | December      | \$47,360                          | \$36,969                          | \$44,749                          | Actual |
| January                                         | \$466                             | \$0                               | \$13,297                           |  | January       | \$38,848                          | \$48,840                          | \$121,610                         | Actual |
| February                                        | \$34                              | \$9                               | \$77                               |  | February      | \$36,368                          | \$59,157                          | \$35,398                          | Actual |
| March                                           | \$285                             | \$421                             | \$0                                |  | March         | \$66,202                          | \$72,520                          | \$46,287                          | Actual |
| April                                           | \$919                             | \$106                             | \$0                                |  | April         | \$139,552                         | \$48,972                          | \$55,813                          | Actual |
| May                                             | \$221,953                         | \$9                               | \$0                                |  | May           | \$146,938                         | \$34,547                          | \$35,000                          | est.   |
| June                                            | \$439,738                         | \$1,431                           | \$0                                |  | June          | \$248,285                         | \$118,388                         | \$120,000                         | est.   |
|                                                 | <b>\$1,642,459</b>                | <b>\$1,147,075</b>                | <b>\$13,374</b>                    |  |               | <b>\$1,788,234</b>                | <b>\$1,448,851</b>                | <b>\$1,276,820</b>                |        |
| Marine Pass fee                                 | \$457,600                         | \$55,000                          |                                    |  |               |                                   |                                   |                                   |        |
| Port Development                                |                                   | \$358,500                         | \$448,500                          |  |               |                                   |                                   |                                   |        |
|                                                 | <b>2,100,059</b>                  | <b>\$1,560,575</b>                | <b>\$461,874</b>                   |  |               |                                   |                                   |                                   |        |
| <b>Docks Current Fund Balance - \$2,590,300</b> |                                   |                                   |                                    |  |               |                                   |                                   |                                   |        |

Ending FY21 - \$814,946

### Revenue:

FY19 shows a normal cruise ship season.

FY20 shows a normal cruise season for July, August, and September. The remainder is with no cruise ships.

\*FY21 shows no cruise ships

### Expense:

FY19 shows expense for a normal cruise ship season.

FY20 shows a normal cruise ship season for July, August, and September and June we hired back 5 seasonal part time limited positions.

The PTL positions time was split between Docks and Harbors funds.

FY21 shows July, August, and September with the 5 PTL employees placed in their normal seasonal positions.

The seasonal positions time was split between Docks and Harbors funds.

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee Adjustments

### 1. Proposed Harbor Revenue Fee Adjustments

Mr. Uchytel said the Docks & Harbors Finance Sub-Committee met on April 15<sup>th</sup>, to discuss and review regulation fees which can be found on pages 24-26 in the agenda packet. There were ten items they were hoping to discuss.

- a. Launch Ramp Fees: Recommended to adjust the Annual Fee from \$90 to \$120, Daily Fee from \$15 to \$20 and Administrative Fee for additional boat trailer decals from \$5 to \$10 up to two additional trailers only. The Administrative Fee was established in 2015 to allow for up to two additional trailers in the same owners name to be registered at a discount. In 2015 and prior, we were finding people registering up to eight trailers.

The last increase was in 2015 when daily fees were raised by \$1. There were no launch ramp fees prior to 2005. Revenue collected in the past two years are \$160,365 and \$145,515. Comparisons with other Alaska communities can be found on page 25 which range from \$35 in Petersburg to \$200 in Homer which includes a \$70 parking pass. Juneau has six boat launch ramps to manage which covers 49 miles from the farthest points. Our harbor system is the most costly of all of Alaska to maintain.

- b. Staff Labor Fee: This is typically used when we conduct an inventory on vessels that have been impounded. The current rate is \$75 per hour and it is recommended that the rate increases to 150% of loaded staff labor rate. It was last adjusted in 2015.
- c. Reserved Moorage Waitlist: This does not produce a lot of revenue but was last adjusted in 2005. The current initial set up fee is \$50 and an annual fee of \$10 to remain on the waitlist. The Committee recommends to keep the \$50 set up fee and \$50 annual fee to remain on the waitlist.
- d. Parking Lot Fees: These are charged at Statter Harbor and downtown at the Taku Lot from May 1<sup>st</sup> to September 30<sup>th</sup>. In 2020 and 2021 only Statter Harbor will be charging parking fees with the parking meter system. We have three parking meters located there as well as the ability to purchase tickets in the office. The current rate at Statter is \$1 per hour or \$5 per 24 hour day. The Taku Lot downtown is \$2 per hour with a three hour maximum. We do have the authority in regulation to charge for parking in the downtown harbors which include Aurora, Harris and Douglas. The Committee wants to come up with a manageable process that does not take up a large amount of staff time.
- e. Private Boat House Surcharge: This is for the boat shelters in Aurora Harbor. They pay moorage for their boat length or the boat shelter size which every is greater. They also pay property tax and a private boat house surcharge of \$0.13 per square foot per year. We have twenty-four boat shelters. The recommendation is to raise the surcharge to \$0.20 per square foot. The last adjustment was in 2005. This generates a very modest amount of revenue.

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee Adjustments

- f. ABLF Fuel Delivery surcharge of \$0.05: This was recommended to stay the same.
- g. Shore power access fees: This was last adjusted in 2017 and was not discussed at length. There are attached minutes from 2017 on pages 27-30 in the agenda packet. These are fees that we charge people who are not on their own metered power. At the Finance Sub-Committee, it was stated that the last time these fees were changed, an expert on electrical rates evaluated and helped set the rates. It is appropriate to have this done again as it is outside of the expertise of the Sub-Committee.
- h. Vessel salvage and disposal fee in lieu of boat insurance: This is intended to be a penalty for not having boat insurance. It is currently \$0.25 a linear foot per month. We want people to be responsible boat owners and purchase their own boat insurance but there are boats that are not insurable or people can't afford the insurance. This is to protect us from paying for sinking boats or damage to the harbor by a boat owner. The Finance Sub-Committee direction was that if there are vessels that are unable or unwilling to purchase insurance, there must be a method to come up with an appropriate rate. Ms. Derr said she has knowledge on insurance and can also consult with persons that can help us make a determination on this fee. She will research this and get back to the Board on her findings.
- i. Charge for credit cards (not in regulation): Through our credit card company gateway processing we pay what ever the City & Borough of Juneau has negotiated. As we encourage more patrons to pay online, and people use less cash, our costs goes significantly upwards. The question discussed is whether we can charge convenience fees added to credit card transactions or incentivize cash payments. The Sub-Committee would like to figure out a mechanism that encourages people to not pay with credit card. We could adjust the discount rates we already have to offer maybe a larger discount if payments are made by cash or check.
- j. Moorage Fees: These were not discussed at the Finance Sub-Committee meeting as time ran out. On pages 32 and 33 are regional moorage rates that were published earlier this year.

Mr. Wostmann said at the Finance Sub-Committee, the moorage fees were moved to the end of the discussion because these fees have been reviewed recently and is tied to the Consumer Price Index (CPI). There are other rates, set fifteen years ago, that need more immediate attention. He looked back at moorage rates to see if we can make our budget work and it was determined we need to adjust our base rates. This will be the lead topic at the next Finance Sub-Committee meeting.

### Committee Questions

Mr. Becker asked if it was possible to require boats to put up bonds if they do not or cannot get insurance?

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee Adjustments

Mr. Wostmann said bonds have been discussed, but it has not been pursued any further.

Mr. Uchytel said we can approach AEL&P for our rates. Setting the rates in 2017, staff worked with our term electrical contractor at the time Bill Shattenburg. Our current electrical engineer term contract is with Haight & Assoc. There is professional guidance outside of staff.

Mr. Etheridge said it is a pretty simple thing to do. We need to find out what the maximum output for the amperage on the breaker plug and what the voltage is. We should charge the maximum for the amperage. The only way we know that we are not going to lose money is by charging the maximum allowed. We have some outlets that we are losing money on right now.

Mr. Ridgway asked when and what would we use the staff labor rates for?

Mr. Uchytel said examples of charging staff labor rates is when staff goes onboard an impounded vessel to do inventory or if staff cleans up an oil spill.

Mr. Uchytel said the waitlist at Statter Harbor is about 80 vessels for the 32 to 42 foot vessels. It takes about ten years to clear the list and get a permanent stall.

Mr. Etheridge said that most of the patrons on the stall waitlist are wanting to move stalls or move to a different harbor.

Mr. Uchytel said we manage our Statter Harbor parking lot out of necessity. We are limited on space and parking spots. If we did not have parking meters, people would leave their cars and trailers and go out the road or to their island cabins and their vehicles would be left there with no turnover. We manage the parking lot and the trailer launch ramp to force turnover. In the downtown harbors we are not limited and have the luxury of space for parking. We have not charged for parking downtown, even though in regulation we have the authority to do so. If we start charging we may push vehicles to the high school or Saviko Park.

Mr. Ridgway is making the assumption that Docks and Harbors staff is who monitors and tickets in our lots. We also generate some revenue from those tickets. Do we know how much time we spend on staff time enforcing versus how much we receive.

Mr. Uchytel said we make in both lots upwards of \$115K for charging for parking. That equals one FTE just enforcing parking. It pays for itself. The parking meters are only on from May 1<sup>st</sup> to September 30<sup>th</sup>. The revenue collected exceeds the time spent policing. We issue decals downtown so we know those cars do belong in the parking lots.

Ms. Derr asked if on the credit card processing fee if we have checked with other government entities if they are also absorbing credit card fees? She knows there are other government entities that put that fee back on the user. Is there language that we could approach and pass that through our finance department for approval.

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee Adjustments

Ms. Larson said that she has not reached out to any other government agencies but she can do that. Currently other city departments use a third party vendor and the third party is the one collecting the fees CBJ is not getting the fees from that. Our processes is different, we have an FSM software program that we collect all of our revenues through. She does not know how a third party source could work through that.

Mr. Uchytel said that Mr. Larkin had a question at the last Finance Sub-Committee meeting about what percent of patrons pay a year in advance. Approximately 51% of our patrons pay a year in advance for their annual moorage which is July 1<sup>st</sup> to June 30<sup>th</sup> and by doing so they get a ten percent discount. We suspect that the vast majority are using credit cards. We also have 4% of our harbor patrons pay six months in advance and get a five percent discount. That is either from July 1<sup>st</sup> to December 31<sup>st</sup> and/or January 1<sup>st</sup> to June 30<sup>th</sup>. The finance department said we can not dissuade patrons from using credit cards.

### Public Comment-

Mr. Dennis Watson, Juneau, AK said the OPS Committee needs to take more time before any decisions are made. He suggested it be divided into three sections.

### Committee Discussion/Action

Mr. Ridgway said he would like the Finance Sub-Committee to spend more time before any actions are taken.

Ms. Derr said she was a licensed insurance producer for two years and she has contacts in the insurance business and she knows the language. She would like to reach out and gather information on bonds and alternative insurance options for the Finance Sub-Committee to review. She has been asked to sit on the Finance Sub-Committee in the past and if it is the will of the Board she would like to sit on that committee.

Mr. Etheridge said she is appointed to the Finance Sub-Committee.

Mr. Ridgway encouraged Ms. Derr to look into insurance options.

Mr. Wostmann wanted to bring this information forward from the Finance Sub-Committee to keep the Board informed and then take these items back to the Finance Sub-Committee to discuss further what we have done so far.

### Discussion per item continued -

a. Launch Ramp fees recommended adjustment:

Mr. Ridgway commented the annual fee increase to \$120, the daily fee increase to \$20, and the administrative fee increase to \$10 seems reasonable and defensible. He recommended to take this back to the Finance Sub-Committee meeting to finalize.

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee Adjustments

### b. Staff Labor Fee:

Mr. Ridgway commented increasing the staff labor to 150% of the loaded staff rate seems reasonable. He recommended to take this back to the Finance Sub-Committee meeting to finalize.

### c. Reserved Moorage Waitlist:

Mr. Ridgway commented raising this from \$10 annually to \$50 annually could be problematic. This would be a 500% increase and it seems punitive. He recommends looking at this again.

Mr. Becker suggested to raise the initial fee and drop the annual fee. He recommended to raise the initial sign up fee to \$100 and drop the annual fee back to \$10.

### d. Parking Lot Fees:

Mr. Wostmann said the Finance Sub-Committee did not come to any specific recommendation on this fee. This does need more work with the Committee and see if there is an appropriate way to charge for parking and generate some revenue from it. It is a Harbor facility, and if it is used, it is not unfeasible to have some kind of a charge. This item is still a work in progress.

Mr. Etheridge commented it would cost more to patrol the downtown area than we would make. If there was a fee implemented it should be an annual charge maybe when you renew your annual moorage registration.

Mr. Ridgway asked how much of the parking area by the Yacht Club is leased to the Yacht Club.

Mr. Uchytel said zero.

Mr. Ridgway asked if we owe the Yacht Club parking under their lease?

Mr. Uchytel said no.

Mr. Ridgway said using a portion of the Yacht Club parking lot could be an enormous money maker either associated with marine activities or RV parking.

Mr. Etheridge said we did have rental storage at that area at one time and the theft sky rocketed so we stopped using that area.

Mr. Ridgway recommended to send this back to the Finance Sub-Committee for more work.

### e. Private Boat House Surcharge:

Mr. Ridgway said increasing this from \$.13 to \$.20 seems reasonable with the rate being established in 2005. He recommended sending this back to the Finance Sub-Committee to finalize.

# Draft Minutes from April 21 Operations-Planning

## Minutes relating to Harbor Revenue Fee

### Adjustments

f. ABLF Fuel Delivery surcharge of \$0.05:

Mr. Wostmann said there was concern on the liability for this. He and the Committee were informed that the Coast Guard requirements fall on the fuel operator so the Committee decided not to raise this fee.

g. Shore Power Access Fee:

Mr. Ridgway commented this will go back to the Finance Sub-Committee meeting to have more work. Staff will need to work with a professional electrician to help set the rates.

h. Vessel salvage and disposal fee in lieu of boat insurance:

Mr. Ridgway said this will need more work at the Finance Sub-Committee meeting.

i. Charge For Credit Cards:

No more discussion on this item.

j. Moorage Fees:

Mr. Ridgway commented this will need more work at the Finance Sub-Committee meeting.

Mr. Etheridge commented the moorage fees need to remain open because we may need to raise these fees.

Mr. Ridgway suggested to advertise somehow that the Docks & Harbors Board is looking to address/discuss all fees for services.

**No Motion**

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## 05 CBJAC 20.030 Daily moorage fees.

- (a) *Definition.* The fee charged on a daily basis to the owner of a vessel for berthing the vessel at the Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, Norway Point Float, National Guard Float, Fisherman's Terminal, Statter Boat Harbor, and moorage appurtenant to any of these facilities.
- (b) *Payment deadline.* The owner of a vessel must register with the docks and harbors department as soon as possible after arriving in the harbor system. The owner shall pay the daily moorage fees for the expected stay when registering.
- (c) *Daily moorage period.* The period of time for which daily moorage will be assessed shall commence when the vessel is made fast to an allocated berth, is moored, or comes within a slip, and shall continue until such vessel casts off and has vacated the position allocated. All time is counted and no deductions are allowed because of weather or other conditions. The Harbormaster may establish check-in and check-out times to administer the daily moorage period.
- (d) *Daily moorage fees.* Except as provided for reserved daily moorage, daily moorage fees will be assessed for each 24-hour period or portion thereof as follows:
  - (1) From July 1, 2013 through June 30, 2014, **\$0.53 per foot**; and
  - (2) Each moorage year after June 30, 2013, a **fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index** as reported by the Alaska Department of Labor for the calendar year preceding the start of the moorage year, rounded to the nearest cent, unless the docks and harbors board takes action to keep the fee the same as the previous year.

(Amended 4-11-2005, eff. 4-19-2005; Amended 12-5-2005, eff. 12-12-2005; Amended 3-5-2007, eff. 3-13-2007; Amended 12-11-2006, eff. 7-1-2007; Amended 4-7-2008, eff. 4-15-2008; Amended 7-15-2013, eff. 7-23-2013 )

## 05 CBJAC 20.035 Monthly moorage fees.

- (a) *Applicability.*
  - (1) *Downtown harbors.* The fee charged to the owner of a vessel for berthing the vessel at the Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, Norway Point Float, National Guard Float, Fisherman's Terminal, and moorage appurtenant to any of these facilities, on a monthly basis.
  - (2) *Statter Harbor.* The fee charged to the owner of a vessel for berthing the vessel at the Statter Boat Harbor and moorage appurtenant to this facility, on a monthly basis.
- (b) *Monthly moorage time period.* Monthly moorage will be assessed on a calendar month basis.
- (c) *Payment deadline.* Monthly moorage fees must be paid in advance before the first day of the calendar month for which the owner is obtaining moorage, unless the owner agrees to be billed on a recurring monthly basis and the department establishes an account for the owner. An owner that does not or cannot pay the monthly moorage fee will be assessed a daily moorage fee in accordance with these regulations.
- (d) *Monthly moorage fee.* Monthly moorage fees will be assessed for each calendar month or portion thereof as follows:
  - (1) *Downtown harbors.* From July 1, 2016 to June 30, 2017: **\$4.25 per foot.**
  - (2) *Statter Harbor.* From July 1, 2016 to June 30, 2017: **\$7.15 per foot.**

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- (e) *Moorage fee adjustment.* Each moorage year, beginning July 1, 2017, the moorage rates at the Statter and Downtown Harbors will be adjusted by an amount equal to the change in the Downtown harbors moorage rate when adjusted by the Anchorage Consumer Price Index as reported by the Alaska Department of Labor for the calendar year preceding the moorage year, rounded to the nearest five cents, unless the Docks and Harbors Board takes action to keep the fee the same as the previous year.

( Added 6-13-2016, eff. 6-21-2016 )

#### **05 CBJAC 20.042 Monthly pre-paid discounts.**

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

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

(Added 12-11-2006, eff. 7-1-2007; Amended 6-13-2016, eff. 6-21-2016 )

#### **05 CBJAC 20.060 Recreational boat launch fees.**

- (a) *Launch ramp permit required.* A boat trailer owner or vehicle owner (when launching vessels without a trailer) will obtain any and all necessary launch ramp permits for using one or more of the Douglas Harbor Boat Launches, the Harris Harbor Boat Launch, the North Douglas Boat Launch, the Statter Harbor Boat Launch, the Amalga Harbor Boat Launch, and the Echo Cove Boat Launch to launch and recover recreational vessels. Use of the Kayak Launch Ramp at Amalga Harbor is free and does not require a launch ramp permit.
- (b) *Assessment of launch ramp permit fees.* Launch ramp permit fees will be assessed as provided in section (h) of this regulation.
- (c) *Payment of launch ramp permit fees.* An owner may pay the annual launch ramp permit fee at any time during the calendar year. The owner must pay the daily launch ramp fees in advance of use.
- (d) *Application requirements for all launch ramp permits.* An applicant can only purchase a launch ramp permit for trailer(s) or vehicle(s) the applicant owns. Each application for an annual launch ramp permit or supplemental launch ramp permit as provided in these regulations, must affirm the owner's home address by providing a valid driver's license and showing the address on the valid driver's license matches the address indicated on the trailer registration or vehicle registration. Trailers or vehicles with jointly registered owners require the same verification of driver's license address and vehicle or trailer registration address.
- (e) *Permit decal.* Each trailer plate number or vehicle plate number shall be displayed with an indelible marker on the permit decal.
- (f) *Additional launch ramp permits for owners of multiple trailers.*
- (1) An applicant for a single annual launch ramp permit may obtain up to two supplemental annual launch ramp permits. Administrative fees apply to any and all requested supplemental launch ramp permits.
  - (2) If an applicant seeks to register a fourth trailer, the applicant must purchase an annual launch ramp permit. In purchasing this fourth annual launch ramp permit, the applicant may obtain up to two supplemental annual launch ramp permits. Administrative fees apply to any and all of these requested supplemental launch ramp permits.
  - (3) If an applicant needs additional launch ramp permits beyond the number outlined in (f)(1) and (f)(2) of this section, the applicant must purchase an annual launch ramp permit(s) for each additional trailer.

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- (4) Trailers titled by a business, corporation, partnership, or other legally binding relationship are not entitled to multiple trailer permits under this section.
- (g) *Launch ramp permits for vehicular use of launch ramps by non-trailer vessels.*
- (1) Vessels (including, but not limited to, kayaks, skiffs, canoes, rowboats, paddleboards, sailboats, inflatables and water toys) launched at facilities as outlined in section (a) of this regulation, to include the adjacent parking lots, are required to purchase a launch ramp permit.
- (2) The launch ramp permit shall be conspicuously adhered to the vehicle in use at the facility.
- (3) Individual vehicle owners will be provided the opportunity to obtain multiple additional launch ramp permits as provided in section (f) of this regulation. Administrative fees apply for all additional launch ramp permits.
- (4) There are no additional fees for vehicles using the facilities noted in section (a) of this regulation which are not engaged in launching or recovering vessels.
- (h) *Recreational launch ramp permit fees.* Recreational launch ramp permit fees, including administrative fees, will be assessed as follows:
- Annual (January 1—December 31): **\$90.00**
- Daily: **\$15.00**
- Administrative fee for additional permit(s) or lost decal(s): \$5.00 each
- ( Amended 7-15-2013, eff. 7-23-2013 ; Amended 11-10-2015, eff. 11-17-2015 )

## **05 CBJAC 20.070 Fees for commercial use of boat launches.**

- (a) *Definition.* The fees assessed to an owner for using a Douglas Harbor Boat Launch, the Harris Harbor Boat Launch, the North Douglas Boat Launch, a Statter Harbor Boat Launch, the Amalga Harbor Boat Launch, the Auke Bay Loading Facility, and the Echo Cove Boat Launch for any type of commercial use.
- (b) *Fee.* A commercial user of the launch ramps must pay a fee prior to using a launch ramp as follows:
- Daily fee: \$30.00**
- Annual fee (January 1—December 31): \$250.00 per trailer
- (c) *Freight use fee.* In addition to other fees set out in 05 CBJAC 20, a person using a launch ramp for freight use must pay the fees set out in this subsection. Freight use means the use of a launch ramp for any purpose other than launching and recovering a recreational vessel. The commercial use fee will be as follows:
- Commercial Use Fee:**
- \$60.00 for the first hour; and
- \$30.00 for each additional hour
- (d) *Freight staging fee.* A person staging freight shall pay a fee of **\$25.00 per 24-hour period per 1,000 square feet** of staging area space or portion thereof used, except when the staging operation is less than four hours in duration.
- (e) *Special fee for launch ramp tour activities.* Persons using the launch ramps for tour activities are subject to additional fees established through the permit program established in 05 CBJAC 01.

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(Amended 4-11-2005, eff. 4-19-2005; Amended 1-9-2006, eff. 1-17-2006; Amended 3-5-2007, eff. 3-13-2007; Amended 12-14-2009, eff. 12-22-2009; Amended 7-15-2013, eff. 7-23-2013 ; Amended 8-10-2015, eff. 8-18-2015 ; Amended 11-10-2015, eff. 11-17-2015 ; Amended 7-31-2017, eff. 8-8-2017 )

ended 8-10-2015, eff. 8-18-2015 )

#### **05 CBJAC 20.140 Staff labor fees.**

When required in the furtherance of duties set out in CBJ Ordinance Title 85, harbor regulations and rules, fees for services of Docks and Harbors Department staff will be assessed as follows:

- (1) \$75.00 per hour for each staff person with a one-hour minimum charge per staff person;
- (2) \$125.00 boat charge per hour, one-hour minimum, and increments each 30 minutes prorated; and
- (3) The actual cost of contracted services, supplies or materials plus a ten-percent mark-up.

(Amended 4-11-2005, eff. 4-19-2005; Amended 8-10-2015, eff. 8-18-2015 )

| Daily Transient moorage rates by vessel length (dollars per foot) |               |                               |               |                               |               |
|-------------------------------------------------------------------|---------------|-------------------------------|---------------|-------------------------------|---------------|
| 26'                                                               | 36'           | 44'                           | 56'           | 60'                           |               |
| Wrangell (Prepaid)                                                | \$0.48        | Wrangell (Prepaid)            | \$0.48        | Wrangell (Prepaid)            | \$0.48        |
| Wrangell (Prepaid)                                                | \$0.49        | Skagway                       | \$0.52        | Skagway                       | \$0.52        |
| Skagway                                                           | \$0.52        | Wrangell (Prepaid)            | \$0.58        | <b>Juneau- Auke Bay</b>       | <b>\$0.58</b> |
| <b>Juneau -DT Harbors</b>                                         | <b>\$0.58</b> | <b>Juneau- Auke Bay</b>       | <b>\$0.58</b> | <b>Juneau- DT Harbors</b>     | <b>\$0.58</b> |
| <b>Juneau- Auke Bay</b>                                           | <b>\$0.58</b> | <b>Juneau- DT Harbors</b>     | <b>\$0.58</b> | Wrangell Summer Floats        | \$0.65        |
| Wrangell Summer Floats                                            | \$0.65        | Wrangell Summer Floats        | \$0.65        | Haines                        | \$0.65        |
| Haines                                                            | \$0.65        | Haines                        | \$0.65        | Wrangell (Prepaid)            | \$0.68        |
| Craig                                                             | \$0.68        | Craig                         | \$0.68        | Craig                         | \$0.68        |
| Hoonah                                                            | \$0.70        | Hoonah                        | \$0.70        | Kodiak <sup>1</sup>           | \$0.69        |
| Petersburg                                                        | \$0.72        | Petersburg                    | \$0.72        | Hoonah                        | \$0.70        |
| Seward                                                            | \$0.80        | Seward                        | \$0.80        | Petersburg                    | \$0.72        |
| Seattle (Active C. Fishing)                                       | \$0.83        | Seattle (Active C. Fishing)   | \$0.83        | Seward                        | \$0.80        |
| Ketchikan                                                         | \$0.84        | Ketchikan                     | \$0.84        | Seattle (Active C. Fishing)   | \$0.83        |
| Wrangell (Invoiced)                                               | \$0.98        | Bellingham                    | \$1.10        | Ketchikan                     | \$0.84        |
| Bellingham                                                        | \$1.10        | Whittier                      | \$1.12        | Bellingham                    | \$1.10        |
| Whittier                                                          | \$1.12        | Wrangell (Invoiced)           | \$1.16        | Whittier                      | \$1.12        |
| Seattle- Fish Trml Recreation                                     | \$1.18        | Seattle- Fish Trml Recreation | \$1.18        | Seattle- Fish Trml Recreation | \$1.18        |
| Sitka                                                             | \$1.18        | Sitka                         | \$1.18        | Sitka                         | \$1.18        |
| Homer                                                             | \$1.56        | Homer                         | \$1.56        | Wrangell (Invoiced)           | \$1.36        |
| Kodiak <sup>1</sup>                                               | \$1.90        | Kodiak <sup>1</sup>           | \$1.90        | Homer                         | \$1.56        |
| Seattle- Bell Harbor                                              | \$1.93        | Seattle- Bell Harbor          | \$1.96        | Seattle- Bell Harbor          | \$2.25        |
| NOTES:                                                            |               |                               |               |                               |               |
| <sup>1</sup> Kodiak no data return upon request                   |               |                               |               |                               |               |

| Monthly moorage rates by vessel length (dollars per foot)   |                       |                               |                       |                               |                         |
|-------------------------------------------------------------|-----------------------|-------------------------------|-----------------------|-------------------------------|-------------------------|
| 26'                                                         | 36'                   | 44'                           | 56'                   | 60'                           |                         |
| Wrangell                                                    | \$4.24                | <b>Juneau</b>                 | <b>\$4.45</b>         | <b>Juneau</b>                 | <b>\$4.45</b>           |
| <b>Juneau</b>                                               | <b>\$4.45</b>         | Wrangell                      | \$4.77                | Skagway                       | \$5.20                  |
| Skagway                                                     | \$5.20                | Skagway                       | \$5.20                | Wrangell                      | \$5.30                  |
| Craig                                                       | \$5.45                | Craig                         | \$5.45                | Craig                         | \$5.45                  |
| Bellingham (Active C. Fish)                                 | \$6.39                | Bellingham (Active C. Fish)   | \$6.39                | Bellingham (Active C. Fish)   | \$6.39                  |
| Haines                                                      | \$6.50                | Haines                        | \$6.50                | Haines                        | \$6.50                  |
| Petersburg                                                  | \$7.20                | Petersburg                    | \$7.20                | Petersburg                    | \$7.20                  |
| <b>Juneau- Auke Bay</b>                                     | <b>\$7.35</b>         | <b>Juneau- Auke Bay</b>       | <b>\$7.35</b>         | <b>Juneau- Auke Bay</b>       | <b>\$7.35</b>           |
| Hoonah                                                      | \$7.54                | Hoonah                        | \$7.54                | Hoonah                        | \$7.54                  |
| Ketchikan                                                   | \$8.70                | Ketchikan                     | \$8.70                | Ketchikan                     | \$8.70                  |
| Seattle (Active C. Fishing)                                 | \$8.72                | Seattle (Active C. Fishing)   | \$8.72                | Seattle (Active C. Fishing)   | \$8.72                  |
| Bellingham (Recreational)                                   | \$8.76                | Homer                         | \$8.84                | Homer                         | \$8.84                  |
| Homer                                                       | \$9.97                | Bellingham (Recreational)     | \$9.97                | Seward (Reserved)             | \$9.97                  |
| Seward (Reserved)                                           | \$9.97                | Seward (Reserved)             | \$9.97                | Seward (Transient)            | \$10.92                 |
| Seward (Transient)                                          | \$10.62               | Seward (Transient)            | \$10.62               | Bellingham (Recreational)     | \$11.58                 |
| Seattle- Fish Trml Recreation                               | \$13.56               | Seattle- Fish Trml Recreation | \$14.75               | Seattle- Fish Trml Recreation | \$14.75                 |
| Seattle- Shishole                                           | \$14.90               | Seattle- Shishole             | \$14.90               | Seattle- Shishole             | \$14.90                 |
| Sitka - Transient                                           | \$20.21               | Sitka - Transient             | \$20.21               | Sitka - Transient             | \$20.21                 |
| Whittier                                                    | \$21.83               | Whittier                      | \$21.83               | Whittier                      | \$21.83                 |
| Seattle- Bell Harbor                                        | <sup>2</sup> \$483.75 | Seattle- Bell Harbor          | <sup>2</sup> \$692.39 | Seattle- Bell Harbor          | <sup>2</sup> \$1,235.60 |
| NOTES:                                                      |                       |                               |                       |                               |                         |
| <sup>1</sup> Kodiak did not return data request             |                       |                               |                       |                               |                         |
| <sup>2</sup> Bell Harbor does not provide linear foot rate. |                       |                               |                       |                               |                         |

| Annual moorage rates by vessel length (dollars per foot)                            |                                        |                                        |                                        |                                        |
|-------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|----------------------------------------|
| 26'                                                                                 | 36'                                    | 44'                                    | 56'                                    | 60'                                    |
| Skagway \$14.30                                                                     | Skagway \$14.30                        | Skagway \$14.30                        | Skagway \$14.30                        | Skagway \$14.30                        |
| Craig \$22.00                                                                       | Craig \$22.00                          | Craig \$22.00                          | Craig \$22.00                          | Craig \$22.00                          |
| Hoonah \$26.00                                                                      | Hoonah \$26.00                         | Hoonah \$26.00                         | Hoonah \$26.00                         | Hoonah \$26.00                         |
| Seward- (Reserved) \$26.97                                                          | Haines \$27.00                         | Haines \$27.00                         | Seward- (Reserved) \$26.97             | Seward- (Reserved) \$26.97             |
| Haines \$27.00                                                                      | Seward- (Reserved) \$29.97             | Seward- (Reserved) \$29.97             | Haines \$27.00                         | Haines \$27.00                         |
| Kodiak <sup>1</sup> \$30.00                                                         | Kodiak <sup>1</sup> \$30.00            | Ketchikan (Inside City) \$34.48        | Ketchikan (Inside City) \$34.48        | Ketchikan (Inside City) \$34.48        |
| Wrangell \$30.03                                                                    | Ketchikan (Inside City) \$34.48        | Wrangell \$35.72                       | Ketchikan (Outside City) \$40.98       | Ketchikan (Outside City) \$40.98       |
| Ketchikan (Inside City) \$34.48                                                     | Wrangell \$35.72                       | Ketchikan (Outside City) \$40.98       | Kodiak <sup>1</sup> \$41.00            | Kodiak <sup>1</sup> \$41.00            |
| Petersburg \$37.00                                                                  | Wrangell \$37.00                       | Kodiak <sup>1</sup> \$41.00            | Wrangell \$41.14                       | Wrangell \$41.14                       |
| Ketchikan (Outside City) \$40.98                                                    | Petersburg \$40.98                     | Petersburg \$41.25                     | Sitka \$45.60                          | Sitka \$45.60                          |
| Sitka \$45.60                                                                       | Sitka \$45.60                          | Sitka \$45.60                          | Petersburg \$48.00                     | Juneau- Downtown \$48.06               |
| Juneau - Downtown \$48.06                                                           | Juneau- Downtown \$48.06               | Juneau- Downtown \$48.06               | Juneau- Downtown \$48.06               | Homer \$52.00                          |
| Homer \$52.00                                                                       | Homer \$52.00                          | Homer \$52.00                          | Homer \$52.00                          | Petersburg \$54.50                     |
| Seward (Transient) \$58.94                                                          | Seward (Transient) \$58.94             | Seward (Transient) \$58.94             | Seward (Transient) \$58.94             | Seward (Transient) \$58.94             |
| Whittier \$67.13                                                                    | Whittier \$67.13                       | Whittier \$67.13                       | Whittier \$67.13                       | Whittier \$67.13                       |
| Juneau - Auke Bay \$87.32                                                           | Bellingham (Recreational) \$83.43      | Juneau- Auke Bay \$87.32               | Juneau- Auke Bay \$87.32               | Juneau- Auke Bay \$87.32               |
| Bellingham (Recreational) \$98.01                                                   | Juneau- Auke Bay \$87.32               | Seattle (Active C. Fishing) \$104.64   | Seattle (Active C. Fishing) \$104.64   | Seattle (Active C. Fishing) \$104.64   |
| Seattle (Active C. Fishing) \$104.64                                                | Seattle (Active C. Fishing) \$104.64   | Bellingham (Recreational) \$107.09     | Bellingham (Recreational) \$129.67     | Bellingham (Recreational) \$129.67     |
| Seattle- Fish Trml Recreation \$162.72                                              | Seattle- Fish Trml Recreation \$162.70 | Seattle- Fish Trml Recreation \$177.00 | Seattle- Fish Trml Recreation \$177.00 | Seattle- Fish Trml Recreation \$177.00 |
| NOTES:                                                                              |                                        |                                        |                                        |                                        |
| <sup>1</sup> Kodiak did not provide return data when requested                      |                                        |                                        |                                        |                                        |
| Seattle Terminals do not offer annual moorage rates, multiplied monthly rate by 12. |                                        |                                        |                                        |                                        |

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## 05 CBJAC 40.010 General moorage management policy.

- (a) *Policy.* It is the policy of the City and Borough to favor the use of the small boat harbors by commercial fishermen, government vessels in trade and commerce, and pleasure craft, and by the general public at large. It is further the policy of the City and Borough to prevent and discourage the use of the small boat harbors by boats that have been abandoned by the owners to the point of becoming derelicts as defined in CBJ 85.05 or becoming a charge and nuisance to the City and Borough, the Port Director, and the general public, or boats that are unsafe, or not used, or not fit to be used, regularly for transportation on the water.
- (b) *Applicability and other regulations.* CBJ Administrative Code Title 05, Chapter 40 applies to the small boat harbors under the jurisdiction of the City and Borough of Juneau Docks and Harbors Board. These include the Douglas Small Boat Harbor, the National Guard Dock, Harris Boat Harbor, the Fisheries Terminal Float, Aurora Boat Basin, Statter Boat Harbor, and moorage facilities appurtenant thereto. Where the requirements of 05 CBJAC 40 differ from other small boat harbor regulations in CBJ Administrative Code Title 05, the regulation that is more specific or restrictive shall take precedence.
- (c) *Duty to comply with harbor ordinances and regulations.* As a condition of use, each harbor user shall comply with all applicable requirements of Title 85 of the City and Borough Code and CBJ Administrative Code Title 05.
- (d) *General moorage management.* CBJ Administrative Code Title 05, Chapter 40 does not restrict the Port Director's authority to require the owner or operator of any boat, vessel, or floating structure to change from one mooring space to another, in the interests of safety, order, convenience and health, or to move any boat, vessel, or floating structure that is unoccupied and in violation of City and Borough harbor ordinances and regulations. It is the policy of the Docks and Harbors Board to manage the small boat harbors by using all harbor space as effectively as possible.
- (e) *Duty to register.* Every owner, master, operating or managing agent of any vessel using the small boat harbors shall register on a form provided by the Harbormaster. The owner, master operating, or managing agent of a vessel that is not registered shall register as soon as practical after the vessel enters and moors in any of the small boat harbors.
- (f) *Vessel size restrictions.* The Harbormaster will determine the maximum and minimum length and breadth of a vessel that is allowed to moor in the small boat harbors based on the size of the slip or moorage space available to ensure the maximum use of space available taking into account safety, maneuvering, and other factors. Except when approved by the Harbormaster on a case-by-case basis, no vessel, or part thereof, may extend more than ten feet beyond a finger or have a silhouette length less than three feet shorter than a finger in any slip or mooring space with a finger from 20 to 80 feet in length. For a slip or mooring space with a finger less than 20 feet in length and for side-tie moorage, the Harbormaster will establish the maximum and minimum vessel length on a case-by-case basis.
- (g) **Vessel salvage and disposal.**
  - (1) Prior to obtaining a moorage assignment pursuant to 05 CBJAC 40.035, 050, 055, or 065, the owner of a vessel must
    - (i) provide the Harbormaster with proof of current marine insurance showing, at a minimum, the owner's name, information identifying the vessel, and the dates of insurance coverage; or
    - (ii) pay a non-refundable moorage surcharge \$0.25 per foot per month.
  - (2) The funds collected from the moorage surcharge under this regulation will be used to pay for the unrecoverable costs attributable to vessel salvage and disposal activities in the small boat harbors.

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- (3) This regulation does not relieve an owner from the responsibility to pay fees as set out in CBJ Ordinance Title 85 or regulations adopted thereunder, and does not constitute marine insurance.
- (h) *Moorage payments.* Except as noted in 05 CBJAC 20.020, the owner of a vessel may pay the daily or monthly moorage fee for moorage that is assigned by the Harbormaster as set out in 05 CBJAC 25, 35, and 40. If the owner fails to pay by the due date shown on an invoice for the moorage assignment, the Harbormaster shall forfeit the moorage assignment, notify the owner, and require the owner to move the vessel from the assigned moorage space within 72 hours of notice. If the owner does not move the vessel from the assigned space, the Harbormaster is authorized to move the vessel from the assigned space in accordance with CBJ Ordinance Title 85.
- (Amended 9-12-2005, eff. 9-20-2005; Amended 9-11-2006, eff. 9-19-2006; Amended 12-11-2006, eff. 7-1-2007; Amended 7-15-2013, eff. 7-23-2013 )