CBJ DOCKS & HARBORS BOARD
FINANCE MEETING AGENDA
For Thursday, February 19th, 2015

I. Call to Order (5:00 p.m. in the Assembly Chambers)

II. Roll Call (Greg Busch, Tom Donek, Dave Logan, Mike Peterson, and Scott Spickler).

III. Approval of Agenda.

MOTION: TO APPROVE THE AGENDA AS PRESENTED OR AMENDED.

IV. Public Participation on Non-Agenda Items (not to exceed five minutes per person, or twenty minutes total).

V. Approval of January 27th, 2015 Finance Committee Meeting Minutes.

VI. Consent Agenda

A. Public Requests for Consent Agenda Changes
B. Committee Member Requests for Consent Agenda Changes
C. Items for Action

1. Appropriation Ordinance and Funds Transfer for Douglas Harbor
   Presentation by the Port Engineer

RECOMMENDATION: That the Assembly approve an ordinance appropriating $67,145.08 of interest revenue to CIP account H51-084 and transferring $46,391.84 from H51-084 to H51-085 for the Old Douglas Harbor Rebuild project.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED.

VII. Unfinished Business

1. ~~Harbor Code of Conduct~~
~~Presentation by Port Director~~

~~Board Questions~~

~~Public Comment~~

~~Board Discussion/Action~~

~~**MOTION: TO BE DETERMINED AT THE MEETING.**~~

VIII. New Business

1. Biennential Budget Preparation & Submission
   Presentation by Port Director

Board Questions

CBJ DOCKS & HARBORS BOARD
FINANCE MEETING AGENDA
For Thursday, February 19th, 2015

Public Comment

Board Discussion/Action

MOTION: TO BE DETERMINED AT THE MEETING.

IX. Items for Information/Discussion.

1. Strategic Retreat Planning
   Presentation by Port Director

2. ABLF Boatyard – Next Steps
   Presentation by Port Director

3. Thane Ore House – Update
   Presentation by Port Director

4. Electric Boat Charging Station
   Presentation by Port Director

5. Juneau Fisheries Terminal
   Presentation by Port Director

X. Staff & Member Reports.

XI. Committee Administrative Matters.

1. Next Finance Committee Meeting- Thursday, March 19th, 2015.

XII. Adjournment.

CBJ DOCKS & HARBORS BOARD
FINANCE MEETING MINUTES
For Tuesday, January 27th, 2015

I. Call to Order The Finance Committee was called to order at 5:00pm in the **Room 224, City Hall.**

II. Roll Call The following members were present: Tom Donek, Dave Logan, Mike Peterson, and Scott Spickler.
Also present: Carl Uchytil- Port Director, Sam Muse – CBJ Accountant II, Bob Bartholomew – Finance Director.

III. Approval of Agenda.
MOTION: BY MR. MIKE PETERSON TO APPROVE THE AGENDA AS PRESENTED AND ASKED UNANIMOUS CONSENT.
Motion passed with no objection.

IV. Public Participation on Non-Agenda Items - None

V. Approval of December 9th, 2014 Finance Committee Meeting Minutes.
MOTION: BY DR. DAVID LOGAN TO APPROVE THE DECEMBER 9TH, 2014 FINANCE MEETING MINUTES AS PRESENTED AND ASKED UNANIMOUS CONSENT.
Motion passed with no objection.

VI. Consent Agenda - None

A. Public Requests for Consent Agenda Changes
B. Committee Member Requests for Consent Agenda Changes
C. Items for Action

VII. Unfinished Business

1. Harbor Code of Conduct

Presentation by the Port Director
Mr. Uchytil presented the draft of the Harbor Code of Conduct. He stated that if there are any other changes or suggestions to please bring it up now. He stated that it was requested to change the wording from Harbor Patron vs. Harbor Customer.

Board Questions
Dr. Logan asked if CBJ Law has reviewed it.

Mr. Uchytil answered it is currently under CBJ Law review.

Dr. Logan asked if CBJ Law has mentioned if it necessary to have it stated an animal having to be removed from the harbor for threatening behavior. It should be a standard that one strike of bad behavior then the animal should be removed from all harbor facilities permanently.

Mr. Uchytil answered we do have City Ordinances we can use as far as the leash laws, pets properly confined on the vessel, and animals being under control of the owner.

Dr. Logan stated we should have stricter rules since the Harbors are such confined areas.

Mr. Donek stated if it becomes a hazardous situation then Animal Control would be contacted to handle it with the animal and the owner.

Mr. Uchytil stated this is for the Harbormaster to have some written guidelines to use to better manage the harbors. He asked if the Code of Conduct should be coming from the Harbormaster, the Port Director or the Board.

Dr. Logan answered it should come from the Harbormaster since it will be for his use.

Mr. Peterson asked if there is a log of the infractions of harbor patrons and does the Harbormaster have tools to enforce these rules.

Mr. Uchytil answered that we use our FSM database program notes section to track any infractions. People can still break the rules even though we have them in place then we may have to go through the Criminal Trespass process through JPD.

Public Comment - None

Board Discussion/Action
Mr. Donek stated he believes the Code of Conduct does not have to be from anyone. It just becomes one of our documents like the moorage agreement instead of being signed by the Harbormaster.

MOTION: BY DR. LOGAN TO RECOMMENDATION THAT THE DOCKS & HARBORS BOARD APPROVE PROPOSED HARBOR CODE OF CONDUCT AND ASKED UNANIMOUS CONSENT.
Motion passed with no objection.

VIII. New Business

1. Docks Fee Review – Waterfront Vendor Booth Regulation Change
   Presentation by the Port Director

Mr. Uchytil stated the special committee will be presenting to the full board the regulation change for the Vendor Booth Permits with a new simple fee structure and recommended changes to strengthen the language of the regulations for the permits. We want to encourage new business and compliance with the permit regulations. The minimum outcry will increase from $5,000 to $30,000. The process includes the recommended changes going to the full board on Thursday;

next there will be 21 days of a newspaper advertisement of the proposed regulation changes; then it will be brought back to the Harbor Board for another public hearing; and in February or March it will go before the CBJ Assembly. Assuming approval of the recommended changes then the public outcry auction would be held March 24th, 2015 for this seasons Vendor Booth Permits.

Board Questions
Dr. Logan asked Mr. Uchytil to clarify the duration of the permits.

Mr. Uchytil answered that the regulations have been very liberal with how many permits can be issued and for how long the duration is. This will continue to allow the Port Director to manage them as necessary. The plan is to have a three year permit and then the permit being renewable for another 3 years as long as the regulations are followed by the vendors. It was recommended from the City Attorney to not have perpetual permits for liability reasons and there should be regular public outcry.

Dr. Logan asked it the permits would be staggered or all on the same renewal schedule.

Mr. Uchytil answered since there are some grand fathered permits not set to expire yet it will naturally become a staggered process for permits having different renewal periods therefore requiring us to hold public outcry every year for the vendor booth permits.

Public Comment - None

Board Discussion/Action
Mr. Peterson stated for the record that this has gone back and forth to the committee a number of times with input from the public so we have done a thorough review.

MOTION: BY DR. LOGAN RECOMMENDATION THAT THE DOCKS & HARBORS BOARD APPROVE PROPOSED CHANGES TO 05 CBJAC 10 – WATERFRONT SALES PERMITS AND ASKED FOR UNAIMOUS CONSENT.

Motion passed with no objection.

2. Harbor Fee Review – Passenger For Hire Fees

Presentation by the Port Director

Mr. Uchytil presented the recommended changes for the passenger for hires fees. He stated this is the first time he is representing the special committee who have asked that these changes get included for this year. The recommended changes are fee increases from the committee.

Board Questions

Mr. Peterson asked if it would be worth it to the ABLF even though it is not used for passenger for hire yet but then we may be able to add in future.

Mr. Uchytil answered if we add it in the ABLF location now then the tour operators will argue they can use it when it has not been approved for that.

Public Comment
Dennis Watson – Juneau, AK
Mr. Watson stated the harbors have been consistently increasing with business and the staff and rates have not increased. Statter Harbor is overwhelmed. These passenger for hire fees have been brought up by the board for the last five years and it has always been stated it was too late to raise the rates. He stated the tour operators probably raise their rates every year and as a business man he sees the Harbor department failing to increase the rates accordingly. The $300 permit rate has been the same for years and should be raised this year.

Mr. Spickler asked Mr. Watson if he has a recommendation.

Mr. Watson said it should have started at $400 and not wait another whole year to raise it. The tour industry is asking more and more of the harbors and the harbor services should be charged accordingly.

Mr. Donek answered there was a lot of push back from the tour operators and we were able to raise passenger fees this year and then the permits will start increasing the following year so the tour operators can budget it.

Board Discussion/Action
Mr. Uchytil stated the committee did not address one of the fees. The $75 for five or fewer uses for a six-pack vessel.

Mr. Donek answered we must have over-looked that fee.

Dr. Logan said that small of a fee that is not used that much is not going to hurt us too much.

Mr. Uchytil stated it is the honor system for the tour operators on following these rules and provide payment for the passenger count fees. It is difficult for us to enforce.

Mr. Donek suggested we strike out of fee of $75 for five or fewer uses but it may need to go back to the special committee tomorrow.

MOTION: BY MR. DONEK THAT THE DOCKS & HARBORS BOARD STRIKE THE $75.00 PERMIT PER VESSEL FOR FIVE OR FEWER USES IN THE CALENDAR YEAR AND APPROVE ADOPTION OF THE FOLLOWING CHANGES TO 05 CBJAC 20.080 – PASSENGER-FOR-HIRE:
2015 $300 PERMIT FEE AND $1.25 PASSENGER FEE;
2016 $400 PERMIT FEE AND $1.50 PASSENGER FEE; AND,
2017 $500 PERMIT FEE AND $1.50 PASSENGER FEE; AND EVERY YEAR THEREAFTER BOTH FEES WOULD INCREASE ACCORDING TO THE ANCHORAGE CPI.
UNINSPECTED VESSELS:
2015 $50 PERMIT FEE AND $1.00 PASSENGER FEE;
2016 $100 PERMIT FEE AND $1.25 PASSENGER FEE; AND
2017 $150 PERMIT FEE AND $1.50 PASSENGER FEE; AND EVERY YEAR THEREAFTER BOTH FEES WOULD INCREASE ACCORDING TO THE ANCHORAGE CPI AND ASKED UNANIMOUS CONSENT.
Motion passed with no objection.

IX. Items for Information/Discussion.

1. Update on FY15 Docks Enterprise & Harbor Enterprise Financials
   Presentation by Port Director

   Mr. Uchytil presented a report with the Docks & Harbors Financial Summary by Department and Division with a brief memo explaining the overall financials. (See attachment to agenda) The bottom line is we are on track for the same revenue and expenses as last year. The Docks side of the department shows an increase in revenues this year and the discrepancy showing in revenue is explained by some of the vendor booths paying early. A new expense is the $45,000 for landscaping we owe to Parks & Rec. The Docks projected revenue will be about $354,000 this year. The Harbor side the revenues are down and the expenditures increase about 2%. We will be getting a settlement for the Harbors of about $500,000 for the Tram lease.

   Mr. Spickler asked if they will pay us within 30 or 60 days.

   Mr. Uchytil said he supposes they will but CBJ Law has advised to get the lease amendment approved and signed then do the settlement payment portion.

   Mr. Peterson said he believes the language will be in place that once the amendment is signed then Goldbelt will have to pay us by June 30, 2015.

2. Update on Fund Balance
   Presentation by CBJ Finance Director

   Mr. Bartholomew presented a financial report of the CBJ Docks & Harbors Funds. (See attachment to agenda) He stated he wanted to show the basic cash flow. The change in fund balance with the Docks side shows a growing balance of about $500,000 per year. There are revenues that are not from Dock programs and these funds are collected from other financing sources such as port

development fees that go in to a separate fund. The department uses these for various projects like 16B cruise ship project. The assets in the Dock funds are showing growth in the next few years but these assets are allocated for capital projects. The next page is the Harbors side of the fund balance. The change in fund balance for the Harbor side has grown about $300,000 and the next two years it is projected to grow over $200,000 a year. The Harbor has Revenue Bonds that require the department to always have a growth in revenue of at least $200,000 per year. The City sold general obligation revenue bonds for 7 Million and the funds will be allocated to Aurora Harbor but the Sales Tax and Property Tax department will be paying those debt service payments not the harbor department. That is a general government commitment to the Harbors.

Mr. Spickler asked if that could be changed where the city makes the Docks & Harbors Department pay for those debt service payments instead.

Mr. Bartholomew answered it is possible the Assembly could do that but for now it is unlikely. Sales Tax will cover its portion but maybe Property Tax won't.

3. Update on Revenue & Expense Projections – new Cruise Ship Berths
   Presentation by CBJ Finance Director

Mr. Bartholomew also presented a report for the Cruise Ship Enhancement & Seawalk Project Cost Update. (See attachment to agenda) There is a long term plan to build the uplands, create a seawalk, and enhance the cruise ship docks. It is a 94 Million Dollar project. The project is about 8.9 Million Dollars short. The plan to cover the short fall needs to be resolved in the next few months by Docks & Harbor. He recommended using future Port Development Fees, State Marine Passenger Fees, and some of the Dock Fund Balance to cover the short fall.

4. Full Cost Allocation Briefing
   Presentation by CBJ Finance Director

Mr. Bartholomew presented the Docks & Harbors In-Direct Cost Allocation Analysis. (See attachment to agenda) The amount of money that is charged to Docks & Harbors by the CBJ for services rendered is $343,700. Three main costs are MIS, Law, and Finance.

Mr. Peterson asked if we could take over some of the Financial services in-house what could we save.

Mr. Bartholomew depends on which department you took over payroll etc.

Mr. Peterson stated if we had an in-house service we could have financial information every 30 days as opposed to waiting on CBJ services.

Mr. Bartholomew said it will make sense if you want higher level of service.

Mr. Uchytil said there are other services not included in this list such as landscaping and CBJ engineering.

5. Strategic Retreat - Goals/format
   Presentation by Port Director

Mr. Uchytil stated we have the retreat scheduled for March 7, 2015 for all board members to attend except for Scott Spickler. Mr. Uchytil stated he will attend along with the Harbor Board, the Port Engineer and the Harbormaster. He asked what kind of agenda we want.

Dr. Logan said the agenda will be to review each harbor and our financial statement to see what future projects we want to work towards.

6. Update on Thane Ore House Lease Process
   Presentation by Port Director

Mr. Uchytil stated we are working with CBJ Law to solicit a new lessee for the Thane Ore House and develop what kind of criteria we want to use to select a new lessee and what value it will be for the city.

Mr. Donek asked who has the surrounding tidelands, buildings and properties.

Mr. Uchytil answered the shop that is located there is leased through us and the beach and tidelands is managed by DNR. We are going to have the land surveyed to determine our boundary.

Mr. Peterson asked what happen to the artifacts that were in the Ore House.

Mr. Uchytil stated the old lessee owned them and removed them. We did have a survey done to see what value the building and improvements had and it was determine by an appraiser that it has no value therefore we don't owe anything back to the old owner since he had it built.

X. Staff & Member Reports.- None

XI. Committee Administrative Matters.

1. Next Finance Committee Meeting- Thursday, February 19th, 2015

XII. Adjournment.
The Finance Committee meeting adjourned at 6:42pm.

Port of Juneau

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

MEMORANDUM

To: Docks and Harbors – Ops/Planning Committee
From: Gary Gillette, Port Engineer
Date: February 12, 2015
Re: Appropriation Ordinance and Transfer

This memo explains a request to appropriate funds to CIP account H51-084 and the distribution of the funds in order to close out this account as the project is complete. The Douglas Harbor Phase III project (H51-084) provided a new section of mooring floats (north section), electrical, and water system, and CBJ's portion of funding for construction of an Army Corps of Engineers (ACOE) breakwater project. CBJ funding was provided by general obligations bonds ($3.5M) and an ADOT grant ($.8M). The project is complete and there is a cost overrun of $10,649.74 due to unbudgeted bond service charges. There is, however, $67,145.08 of accrued bond interest that may be appropriated to the account.

The ACOE recently completed the project close out which indicates that the CBJ owes ACOE an amount of $10,103.50 for its match requirement for the feasibility study completed in 2003. An explanation of the funding and matching requirements is included in the letter from ACOE dated February 5, 2015.

Once the interest is appropriated, the account balanced for the cost overrun, and the ACOE paid the CBJ match amount there will be $46,391.84 remaining in the account. Docks and Harbors requests that the remaining funds be transferred to the Harbors Deferred Maintenance account (H51-085) for use in the upcoming Old Douglas Harbor Rebuild project.

To summarize:

Amount	Description
$67,145.08	Interest to be appropriated by ordinance to account H51-084
$10,649.74	Amount retained in account to cover overrun due to bonding administrative charges
$10,103.50	Amount paid to ACOE for CBJ's matching requirement for feasibility study
$46,391.84	Amount requested for transfer to H51-085 for Old Douglas Harbor Rebuild project

DEPARTMENT OF THE ARMY
U.S. ARMY ENGINEER DISTRICT, ALASKA
P.O. BOX 898
ANCHORAGE, ALASKA 99506-0898

REPLY TO
ATTENTION OF:

February 05, 2015

Civil Project Management Branch

Mr. Carl Uchytil
Port Director
City and Borough of Juneau
155 South Seward Street
Juneau, AK 99801-1397

Dear Mr. Uchytil:

The purpose of this letter is to request funds from the City and Borough of Juneau to close out the cost share requirements for the Navigation Improvements feasibility Study, Douglas, Alaska. Cost Share record #299.

We are requesting the funds in accordance with the Navigation improvements feasibility Study, Douglas, Alaska, Feasibility Cost Sharing Agreement Dated September 15, 1999.

The estimated cost of the feasibility study was $413,000; however, the actual cost amounted to $485,837.46. Of this amount $48,848 was the estimated value of in-kind services to be performed by the sponsor. The study was completed in March 2003. At a 50/50 cost share according to the Feasibility Cost Sharing Agreement the City and Borough of Juneau's portion would be $242,918.73.

To date the cash funds the City and Borough of Juneau has provided the COE is $167,024 on 24 January 2000 and $16,943.23 which was transferred to this account which was a remaining balance after closing out the construction phase of the project. The amount that was received from the City and Borough of Juneau for construction was $1,100,000 on 3 March of 2008.

The total cash from the City and Borough of Juneau that has been applied to the feasibility study is $183,967.23 ($167,024 + $16,943.23). In addition $48,848 was credited as in-kind services bringing the total provided by the City and Borough of Juneau to $232,815.23 making an additional $10,103.50 required to balance and close out this project.

Please provide a check payable to "FAO, USAED, Alaska" in the amount of $10,103.50 to pay in full the amount required per the agreement and close out this project. If you have any questions, call me at (907) 753-2668

Sincerely,

David Martinson
Project Manager

DOCKSREV Bi ennial Budget FY16
1/26/2015
13:04

531010101 Account	Docks non-operational Description	FY14 Actuals	FY15 Amd Budget	FY15 5mos Actuals	FY15 Proj Actuals	FY16 Approved	FY16 Revised
4800-0000	Interest income in Lawson	(97,914)	(78,000)		(22,900)	(92,600)	(22,900)
	Investment&Intrst Income Total	(97,914)	(78,000)		(22,900)	(92,600)	(22,900)
	Grand Total	**(97,914)**	**(78,000)**		**(22,900)**	**(92,600)**	**(22,900)**

531520101 Account	Dock Operations Description	FY14 Actuals	FY15 Amd Budget	FY15 5mos Actuals	FY15 Proj Actuals	FY16 Approved	FY16 Revised
4300-0000	User fees	(68,313)	(70,000)	(93,510)	(106,400)	(70,000)	(100,000)
4300-0034	Cruiseship Dock Fees	(498,655)	(500,000)	(291,969)	(482,100)	(500,000)	(500,000)
4300-0035	Maintenance Port Fees	(488,777)	(460,000)	(291,160)	(476,800)	(460,000)	(460,000)
	Charges for Services Total	(1,055,745)	(1,030,000)	(676,639)	(1,065,300)	(1,030,000)	(1,030,000)
4410-0000	Permit revenues	(368,727)	(500,000)	(133,175)	(412,600)	(500,000)	(500,000)
	Licenses, Permits, Fees Total	(368,727)	(500,000)	(133,175)	(412,600)	(500,000)	(500,000)
4800-0000	Interest income in Lawson	347		1,941			
	Investment&Intrst Income Total	347		1,941			
4890-0000	Loss on disposal of assets	242					
	Gain/Loss-Sales of AssetsTotal	242					
4950-0225	Marine passenger fee	(287,604)	(287,600)	(119,835)	(287,600)	(287,600)	(287,600)
	Trnfrs from Other Funds Total	(287,604)	(287,600)	(119,835)	(287,600)	(287,600)	(287,600)
	Grand Total Operations	**(1,710,906)**	**(1,817,600)**	**(927,708)**	**(1,765,500)**	**(1,817,600)**	**(1,817,600)**
	TOTAL	**(1,808,820)**	**(1,895,600)**	**(927,708)**	**(1,788,400)**	**(1,910,200)**	**(1,840,500)**
	Reimbursable fr Port Dev Fee	**(11,004)**	**(11,000)**	**(4,585)**	**(11,000)**	**(11,000)**	**(11,000)**
	DOCKS TOTAL REV BUDGET	**(1,819,824)**	**(1,906,600)**	**(932,293)**	**(1,799,400)**	**(1,921,200)**	**(1,851,500)**

DOCKSEXP	Bi	ennial Budge	FY16				
1/26/2015							
13:03							
		FY14	FY15 Amd	FY15 5mos	FY15 Proj	FY16	FY16
531520101	**Dock Operations**	Actuals	Budget	Actuals	Actuals	Approved	Revised
Account	Description	----------	----------	----------	----------	----------	----------
	Administration						
5110-0000	Salaries	366,639	424,900	165,809	418,841	441,100	428,700
5111-0000	Overtime	10,148	10,000	3,915	10,000	10,000	10,000
5116-0000	Accrued leave	37,498		13,717			
5120-0000	Benefits	219,844	262,200	105,093	260,200	273,200	263,300
5130-0000	Workers compensation	12,396	9,500	3,960	9,500	9,500	9,500
5140-0000	Engineering workforce	132					
	Total Personnel	**646,657**	**706,600**	**292,494**	**698,541**	**733,800**	**711,500**
	Commodities & Services						
5200-0000	Business travel	3,605	5,000	3,279	5,000	5,000	5,000
5201-0000	Mileage	556	1,000	241	650	1,000	1,000
5202-0000	Travel and training	6,988	6,500	495	1,000	6,500	6,500
5390-0000	Contractual services	44,467	58,000	24,125	58,000	58,000	58,000
5394-0000	Interdepartmental	154,800	171,900	71,625	171,900	171,900	171,900
5350-0000	Landscape charges		45,000	18,750	45,000	45,000	45,000
5397-0000	Bank card fees	43	100	31	250	100	100
5322-0000	Advertising	1,369	5,000	858	5,000	5,000	5,000
5320-0000	Printing	2,467	2,000	746	2,000	2,000	2,000
5370-0000	Spec & Prop	56,394	67,200	28,000	67,200	67,200	67,200
5375-0000	General Liab, Auto & EE Pract Ins	1,104	1,000	415	1,000	1,000	1,000
5340-0000	Repairs	8,628	20,000	2,109	20,000	20,000	20,000
5344-0000	Maintenance - buildings	48,610					
5345-0000	Building maint charges	8,427	7,100	1,128	7,000	7,500	7,500
5330-0000	Rents	55,860	61,500	32,143	61,500	61,500	61,500
5360-0000	Equipment rentals	1,489	1,000	1,255	1,500	1,000	1,000
5362-0000	Fleet replacement reserve	9,000	9,000	3,750	9,000	9,000	9,000
5332-0000	Electricity	9,828	11,000	2,322	10,000	12,000	12,000
5333-0000	Fuel oil & propane		100			100	100
5334-0000	Refuse disposal	8,983	13,000	8,322	13,000	13,000	13,000
5335-0000	Water service	25,357	65,000	28,194	65,000	65,000	65,000
5336-0000	Wastewater service	1,571	2,000	923	2,000	2,000	2,000
5380-0000	Dues and subscriptions	2,730	3,000	1,174	3,000	3,000	3,000
5481-0000	Postage and parcel post	164		49	100		
5480-0000	Office supplies	1,732	2,000	479	2,000	2,000	2,000
5488-0000	Uniforms and safety equipment	351	5,000		5,000	5,000	5,000
5490-0000	Materials and commodities	32,368	35,000	4,545	35,000	35,000	35,000
5492-0000	Gasoline and oil	39		120	120		
5491-0000	Safety programs and equipment	40	500		500	500	500
5496-0000	Minor equipment	55	8,000	3,571	8,000	8,000	8,000
5498-0000	Minor Software	1,365	4,000	152	4,000	4,000	4,000

5204-0000	Recruiting	26					
	Total Commodities & Services	**488,416**	**609,900**	**238,801**	**2,000,802**	**611,300**	**611,300**
	Capital Outlay						
5510-0000	Vehicles and equipment		10,000	16,300		10,000	10,000
	Total Capital Outlay		**10,000**	**16,300**		**10,000**	**10,000**
	Reimbursable Expenses						
7001-0000	Reimbursable Expense - Internal	(11,004)	(11,000)	(4,585)	(11,000)	(11,000)	(11,000)
	Total Reimbursable Expenses	(11,004)	(11,000)	(4,585)	(11,000)	(11,000)	(11,000)
	Total Exp Operations	**2,144,384**	**1,315,500**	**543,010**		**1,344,100**	**1,344,100**
		FY14	FY15 Amd	FY15 5mos	FY15 Proj	FY16	FY16
531520201	**CIP Engineers-Dock**	Actuals	Budget	Actuals	Actuals	Approved	Revised
Account	Description	----------	----------	----------	----------	----------	----------
	Administration						
5110-0000	Salaries	8,545	265,100	4,494	265,039	274,800	274,800
5116-0000	Accrued leave	26,507		9,374			
5120-0000	Benefits	17,781	124,700	6,541	124,728	129,800	127,700
5141-0000	All other workforce		(329,800)		(329,800)	(344,600)	(342,400)
	Total Personnel	52,833	60,000	20,409	60,000	60,000	60,000
	Commodities & Services						
5201-0000	Mileage	583	2,000	176	600	2,000	2,000
5390-0000	Contractual services		15,000			15,000	15,000
	Total Commodities & Services	583	17,000	176		17,000	17,000
	Total Exp - CIP Eng Dock	**53,416**	**77,000**	**20,585**		**77,000**	**77,000**
	TOTAL	**2,197,800**	**1,392,500**	**563,595**		**1,421,100**	**1,421,100**
	Reimbursable fr Port Dev Fee	(11,004)	(11,000)	(4,585)	(11,000)	(11,000)	(11,000)
	DOCKS TOTAL EXP BUDGET						

HRBRSREV Bi ennial Budget FY16
2/17/2015

530010101 Account	Harbors non-operational Description	FY14 Actuals	FY15 Amd Budget	FY15 5mos Actuals	FY15 Proj Actuals	FY16 Approved	FY16 Revised
4700-0000	Cash over/short	(390)		(2)			
	Other Revenues Total	(390)		(2)			
4800-0000	Interest income in Lawson	(125,267)	(72,800)		(30,400)	(86,400)	(30,400)
	Investment&Intrst Income Total	(125,267)	(72,800)		(30,400)	(86,400)	(30,400)
	Grand Total Non-Operations	**(125,657)**	**(72,800)**	**(2)**	**(30,400)**	**(86,400)**	**(30,400)**

530510101 Account	Harbor Operations Description	FY14 Actuals	FY15 Amd Budget	FY15 5mos Actuals	FY15 Proj Actuals	FY16 Approved	FY16 Revised
4013-0000	State shared revenues	(304,415)	(350,000)	(395,010)	(395,010)	(350,000)	(350,000)
	State Revenue Total	(304,415)	(350,000)	(395,010)	(395,010)	(350,000)	(350,000)
4300-0000	User fees	(2,892,146)	(2,740,500)	(1,748,740)	(2,850,000)	(2,785,000)	(2,850,000)
	Charges for Services Total	(2,892,146)	(2,740,500)	(1,748,740)	(2,850,000)	(2,785,000)	(2,850,000)
4450-0001	Minor Violations	(9,113)	(10,000)	(13,905)	(15,000)	(10,000)	(10,000)
	Fines and Forfeitures Total	(9,113)	(10,000)	(13,905)	(15,000)	(10,000)	(10,000)
4570-0000	Land lease revenue	(606,780)	(690,000)	(421,771)	(1,177,000)	(690,000)	(800,000)
	Rentals & Leases Rev Total	(606,780)	(690,000)	(421,771)	(1,177,000)	(690,000)	(800,000)
4720-0000	Bad debts	154,082	50,000		75,000	50,000	50,000
	Other Revenues Total	154,082	50,000		75,000	50,000	50,000
4800-0402	AR interest and fines	(16,410)		(7,815)	(10,150)		
	Investment&Intrst Income Total	(16,410)		(7,815)	(10,150)		
4890-0000	Loss on disposal of assets	728					
	Gain/Loss-Sales of AssetsTotal	728					
	Grand Total Operations	**(3,674,054)**	**(3,740,500)**	**(2,587,241)**	**(4,372,160)**	**(3,785,000)**	**(3,960,000)**
	HARBORS TOTAL REVENUE	**(3,799,711)**	**(3,813,300)**	**(2,587,243)**	**(4,402,560)**	**(3,871,400)**	**(3,990,400)**

HRBREXP	Bi	ennial Budg	FY16				
1/26/2015							
10:47							
		FY14	FY15 Amd	FY15 5mos	FY15 Proj	FY16	FY16
530010101	**Harbors non-operational**	Actuals	Budget	Actuals	Actuals	Approved	Revised
Account	Description	----------	----------	----------	----------	----------	----------
	Commodities & Services						
5490-0000	Materials and commodities			1977	1977		
	Total Commodities & Services			1977	1977		
	Total Exp - Non Operational			**1977**	**1977**		
		FY14	FY15 Amd	FY15 5mos	FY15 Proj	FY16	FY16
530510101	Harbor Operations	Actuals	Budget	Actuals	Actuals	Approved	Revised
Account	Description	----------	----------	----------	----------	----------	----------
	Administration						
5110-0000	Salaries	793,172	1,010,500	402,287	1,001,452	1,054,400	1,052,390
5111-0000	Overtime	34,236	25,000	12,934	25,000	25,000	25,000
5116-0000	Accrued leave	100,348		53,202			
5120-0000	Benefits	487,303	594,900	250,152	592,029	621,500	608,344
5130-0000	Workers compensation	12,396	9,600	4,000	9,600	9,600	9,600
	Total Personnel	**1,427,455**	**1,640,000**	**722,575**	**1,628,081**	**1,710,500**	**1,695,334**
	Commodities & Services						
5200-0000	Business travel	1,166	3,500	2,157	2,157	3,500	3,500
5201-0000	Mileage	83	1,000	189	400	1,000	1,000
5202-0000	Travel and training	4,539	5,000	1,500	3,000	5,000	5,000
5205-0000	Contractual training	550	1,500	149	550	1,500	1,500
5342-0000	Maintenance contracts	500		500	500		
5347-0000	Maintenance - software		1,000			1,000	1,000
5390-0000	Contractual services	148,250	130,000	159,148	200,000	130,000	200,000
5394-0000	Interdepartmental	154,800	171,800	71,585	171,800	171,800	171,800
5397-0000	Bank card fees	53,383	50,000	28,143	55,000	50,000	50,000
5322-0000	Advertising	4,099	4,000	208	4,000	4,000	4,000
5320-0000	Printing	5,123	3,000	294	3,000	3,000	3,000
5370-0000	Spec & Prop	56,287	67,200	28,000	67,200	67,200	67,200
5375-0000	Gen Liab, Auto & EE Pract Ins	996	1,000	415	1,000	1,000	1,000
5494-0000	Loss contingency	741	2,500		2,500	2,500	2,500
5340-0000	Repairs	141,777	100,000	26,813	100,000	100,000	100,000
5341-0000	Electronic repairs			550	550		
5344-0000	Maintenance - buildings	40					
5345-0000	Building maint charges	10,194	8,000	4,290	8,000	8,000	8,000
5330-0000	Rents	8,943	9,000	9,026	10,000	9,000	10,000
5360-0000	Equipment rentals	3,016	5,500	3,191	5,500	5,500	5,500
5362-0000	Fleet replacement reserve	18,000	18,000	7,500	18,000	18,000	18,000
5310-0000	Telephone	23,962	28,600	8,346	25,000	28,600	28,600
5332-0000	Electricity	104,482	185,000	42,905	105,000	185,000	115,000

5333-0000	Fuel oil & propane	12,831	15,000	3,573	13,000	15,000	15,000
5334-0000	Refuse disposal	144,729	130,000	70,649	150,000	130,000	130,000
5335-0000	Water service	38,033	50,000	15,357	50,000	50,000	50,000
5336-0000	Wastewater service	5,699	6,500	2,375	6,000	6,500	6,500
5380-0000	Dues and subscriptions	2,698	3,500	2,003	3,500	3,500	3,500
5481-0000	Postage and parcel post	6,649	8,000	2,486	7,000	8,000	8,000
5389-0000	Fleet gasoline	22,698	25,000	9,063	20,000	25,000	25,000
5480-0000	Office supplies	13,722	12,000	1,977	6,000	12,000	12,000
5488-0000	Uniforms and safety equipment		3,000	39	1,000	3,000	3,000
5490-0000	Materials and commodities	95,021	80,000	38,064	80,000	80,000	80,000
5492-0000	Gasoline and oil	1,243	2,000	699	1,300	2,000	2,000
5493-0000	Chemicals	1,144	2,000		2,000	2,000	2,000
5491-0000	Safety programs and equipment	132	3,000		3,000	3,000	3,000
5496-0000	Minor equipment	23,082	15,000	1,854	15,000	15,000	15,000
5497-0000	Minor furniture and fixtures	4,750	1,000			1,000	1,000
5498-0000	Minor Software	1,267	1,500		1,000	1,500	1,500
5204-0000	Recruiting	920					
5999-0000	Contingency	14,548					
		FY14	FY15 Amd	FY15 5mos	FY15 Proj	FY16	FY16
530510101	Harbor Operations	Actuals	Budget	Actuals	Actuals	Approved	Revised
Account	Description	---	---	---	---	---	---
	Total Commodities & Services	**1,130,097**	**1,153,100**	**543,048**	**1,141,957**	**1,153,100**	**1,153,100**
	Capital Outlay						
5510-0000	Vehicles and equipment	6,784	10,000	23,232	23,232	10,000	10,000
	Total Capital Outlay	**6,784**	**10,000**	**23,232**	**23,232**	**10,000**	**10,000**
	Transfers Out						
5950-0326	Harbor rev bond debt service	753,204	748,800	312,000	748,800	747,200	747,200
	Total Transfers Out	**753,204**	**748,800**	**312,000**	**748,800**	**747,200**	**747,200**
	Total Expenditures	**3,317,540**	**3,551,900**	**1,600,855**	**3,544,047**	**3,620,800**	**3,605,634**

FY16 STAFFING SCHEDULE

						15,952				DOCKS Fund 531-52-0101					HARBORS FUND 530-51-0101					Capital Projects 531-52-0201				
PCN Number	Salary Range	Class Title	Incumbent	FTE	Total Wages	H&W	Other Benefits		Total Salary & Benefits	FTE	%	Salary	Benefits	Total	FTE	%	Salary	Benefits	Total	FTE	%	Salary	Benefits	Total
60010	21	ENG/ARCH I	MOESER, HAROLD R	0.25	21,757	0	2,100	2,100	**23,857**			0	0	**0**			0	0	**0**	0.25	1.00	21,757	2,100	**23,857**
20147	21	ENG/ARCH I	SCHAAL, ERICH E	1.00	89,177	15,952	28,537	44,488	**133,665**			0	0	**0**	0.10	0.10	8,918	4,449	**13,367**	0.90	0.90	80,259	40,039	**120,299**
20153	22	ENG/ARCH II	GILLETTE, GARY H	1.00	117,452	15,952	37,585	53,536	**170,988**			0	0	**0**	0.10	0.10	11,745	5,354	**17,099**	0.90	0.90	105,707	48,183	**153,889**
20135	19	ENG/ARCH ASSOC.	VACANT	1.00	67,026	15,952	21,448	37,400	**104,426**			0	0	**0**			0	0	**0**	1.00	1.00	67,026	37,400	**104,426**
20043	16	ADMIN OFFICER I	SCOVILL, TEENA B	1.00	64,865	15,952	20,757	36,709	**101,574**	0.50	0.50	32,433	18,354	**50,787**	**0.50**	**0.50**	32,433	18,354	**50,787**			0	0	**0**
20051	10	ADMIN ASSISTANT I	SHINN, JENNIFER	1.00	38,888	15,952	12,445	28,396	**67,285**	0.50	0.50	19,444	14,198	**33,642**	0.50	0.50	19,444	14,198	**33,642**			0	0	**0**
20205	15	HARBOR OFFICER	MAASS, ROBERT	0.50	25,830	7,976	8,266	16,242	**42,072**	0.50	1.00	25,830	16,242	**42,072**			0	0	**0**			0	0	**0**
20205	15	HARBOR OFFICER	VACANT	0.50	25,830	7,976	8,266	16,242	**42,072**	0.50	1.00	25,830	16,242	**42,072**			0	0	**0**			0	0	**0**
20202	15	HARBOR OFFICER	SMITH, DAVID	0.50	26,675	7,976	8,536	16,512	**43,187**						0.50	1.00	26,675	16,512	**43,187**			0	0	**0**
20205	15	HARBOR OFFICER	MORGAN, DAVID O	0.50	25,830	7,976	8,267	16,243	**42,073**	0.50	1.00	25,830	16,243	**42,073**			0	0	**0**			0	0	**0**
20206	10	HARBOR TECHNICIAN	TURNER, DANIEL	0.50	19,886	7,976	6,363	14,339	**34,225**	0.50	1.00	19,886	14,339	**34,225**			0	0	**0**			0	0	**0**
20206	10	HARBOR TECHNICIAN	DODD, BENJAMIN	0.50	18,618	7,976	5,958	13,934	**32,552**	0.50	1.00	18,618	13,934	**32,552**			0	0	**0**			0	0	**0**
20206	10	HARBOR TECHNICIAN	BEAVERS, CHRIS M	0.50	20,534	7,976	6,571	14,547	**35,081**	0.50	1.00	20,534	14,547	**35,081**			0	0	**0**			0	0	**0**
20206	10	HARBOR TECHNICIAN	REECE, CHRISTOPHER G	0.50	19,237	7,976	6,157	14,133	**33,370**	0.50	1.00	19,237	14,133	**33,370**			0	0	**0**			0	0	**0**
20206	10	HARBOR TECHNICIAN	CRYTS, JEREMIAH	0.50	19,237	7,976	6,156	14,132	**33,369**	0.50	1.00	19,237	14,132	**33,369**			0	0	**0**			0	0	**0**
20274	17	SR. HARBOR OFFICER	LIERMANN, DOUGLAS	1.00	77,154	15,952	24,689	40,641	**117,795**	0.50	0.50	38,577	20,320	**58,897**	0.50	0.50	38,577	20,320	**58,897**			0	0	**0**
20317	25	PORT DIRECTOR	UCHYTIL, CARL J.	1.00	124,335	15,952	39,787	55,739	**180,073**	0.50	0.50	62,167	27,869	**90,037**	0.50	0.50	62,167	27,869	**90,037**			0	0	**0**
60011	15	HARBOR OFFICER	HILBERT, RONALD	0.50	28,483	7,976	9,114	17,090	**45,573**	0.50	1.00	28,483	17,090	**45,573**			0	0	**0**			0	0	**0**
20015	10	ADMIN ASSISTANT I	BOYD, SARA	1.00	38,739	15,952	12,398	28,349	**67,088**			0	0	**0**	1.00	1.00	38,739	28,349	**67,088**			0	0	**0**
20415	12	ADMIN ASSISTANT II	MEJIA, JENNIFER A	1.00	47,244	15,952	15,118	31,070	**78,314**			0	0	**0**	1.00	1.00	47,244	31,070	**78,314**			0	0	**0**
20015	10	ADMIN ASSISTANT I	BODE, CATHERINE	0.50	19,237	7,976	6,156	14,132	**33,369**			0	0	**0**	0.50	1.00	19,237	14,132	**33,369**			0	0	**0**
20015	10	ADMIN ASSISTANT I	VACANT	0.50	18,116	7,976	5,958	13,934	**32,049**			0	0	**0**	0.50	1.00	18,116	13,934	**32,049**			0	0	**0**
20016	10	ADMIN ASSISTANT I	BRUCE, ASHLEY	0.42	16,159	6,700	5,171	11,871	**28,030**	0.21	0.50	8,080	5,935	**14,015**	0.21	0.50	8,080	5,935	**14,015**			0		**0**
20044	14	ADMIN ASSISTANT III	RASTER, MARY M	1.00	58,054	15,952	18,577	34,529	**92,583**			0	0	**0**	**1.00**	**1.00**	58,054	34,529	**92,583**			0	0	**0**
20202	15	HARBOR OFFICER	HOLLOWAY, DENNIS M	1.00	66,338	15,952	21,228	37,180	**103,518**			0	0	**0**	**1.00**	**1.00**	66,338	37,180	**103,518**			0	0	**0**
20206	10	HARBOR TECHNICIAN	VACANT	0.50	18,618	7,976	5,958	13,934	**32,552**			0	0	**0**	**0.50**	**1.00**	18,618	13,934	**32,552**			0	0	**0**
20202	15	HARBOR OFFICER	BODDY, THOMAS J	1.00	63,470	15,952	20,310	36,262	**99,731**			0	0	**0**	**1.00**	**1.00**	63,470	36,262	**99,731**			0	0	**0**
20202	15	HARBOR OFFICER	HODGE, WILLIAM H	0.50	26,675	7,976	8,536	16,512	**43,187**			0	0	**0**	**0.50**	**1.00**	26,675	16,512	**43,187**			0	0	**0**
20202	15	HARBOR OFFICER	FORCHEMER, JOHN D	1.00	60,758	15,952	19,442	35,394	**96,152**			0	0	**0**	**1.00**	**1.00**	60,758	35,394	**96,152**			0	0	**0**
20204	15	HARBOR OFFICER	NELSON, KYLE L	1.00	71,045	15,952	22,734	38,686	**109,731**			0	0	**0**	1.00	1.00	71,045	38,686	**109,731**			0	0	**0**
20204	15	HARBOR OFFICER	DAVIS, PATRICK M	1.00	55,836	15,952	17,867	33,819	**89,654**			0	0	**0**	1.00	1.00	55,836	33,819	**89,654**			0	0	**0**
20207	10	HARBOR TECHNICIAN	WINGO, CHRIS	0.50	20,534	7,976	6,571	14,547	**35,081**			0	0	**0**	0.50	1.00	20,534	14,547	**35,081**			0	0	**0**
20207	10	HARBOR TECHNICIAN	VACANT	0.50	18,618	7,976	5,958	13,934	**32,552**			0	0	**0**	0.50	1.00	18,618	13,934	**32,552**			0	0	**0**
20207	10	HARBOR TECHNICIAN	VACANT	0.50	18,618	7,976	5,958	13,934	**32,552**			0	0	**0**	**0.50**	**1.00**	18,618	13,934	**32,552**			0	0	**0**
20207	10	HARBOR TECHNICIAN	WEBSTER, JERRI	0.50	19,237	7,976	6,156	14,132	**33,369**	0.50	1.00	19,237	14,132	**33,369**								0	0	**0**
20209	22	HARBORMASTER	BORG, DAVE	1.00	90,560	15,952	28,979	44,931	**135,491**	0.50	0.50	45,280	22,465	**67,745**	0.50	0.50	45,280	22,465	**67,745**			0	0	**0**
20272	18	OPS MAINT SPV	UNRUH, DOUGLAS A	1.00	78,831	15,952	25,226	41,177	**120,008**			0	0	**0**	1.00	1.00	78,831	41,177	**120,008**			0	0	**0**
60009	10	LABORER	VACANT	0.38	14,150	0	1,365	1,365	**15,515**			0	0	**0**	0.38	1.00	14,150	1,365	**15,515**			0	0	**0**
60009	10	LABORER	VACANT	0.38	14,150	0	1,365	1,365	**15,515**			0	0	**0**	0.38	1.00	14,150	1,365	**15,515**			0	0	**0**
20273	18	OPS MAINT SPV	CLAUDER, ROBERT	1.00	90,042	15,952	28,813	44,765	**134,807**			0	0	**0**	1.00	1.00	90,042	44,765	**134,807**			0	0	**0**
FY 16	**PORT Staffing Schedule**			**28.43**	**1,755,843**	**437,393**	**550,849**	**988,241**	**2,744,085**	7.71		**428,704**	**260,176**	**688,880**	**17.67**		**1,052,390**	**600,344**	**1,652,734**	**3.05**		**274,749**	**127,721**	**402,471**
		OVERTIME				35,000	11,200		**46,200**			10,000	3,200	13,200			25,000	8,000	33,000					
		WC per Budget Instr				WC	19,100		**19,100**					9,500					9,600					
									2,809,385					**711,580**					**1,695,334**					**402,471**
			FTE Diff (a/b zero):	0.00				D&H Together:	**2,809,385**													Not charged to CIP		**60,000**
								Diff s/b $0:	**0**													CIP charges/All Other Workforce		**342,471**

Port of Juneau

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

From: Carl Uchytil, Port Director
To: Docks & Harbors Board
Via: Operations-Planning Committee
Finance Committee
Date: February 17th, 2015
Re: THANE ORE HOUSE – NEXT STEPS

Background: Previously, I provided situation reports regarding the status of the plan to lease the property formerly encumbered by the Thane Ore House. In summary, it was presented that the former lessee has no legal basis for future compensation for the leased property. The property was also appraised and determined the building was fully depreciated and the fee simple value of the 1.12 acre property was $86,000.

Regulations & Ordinance: In consultation with CBJ Law, the process, defined under ordinance and regulations, provides wide discretion, to the Port Director and Board, when selecting a lessee. Under Title 85, the Board and Port Director assumes the role of Assembly and Manager, respectively for management of properties entrusted under our stewardship. Although, the Assembly would adjudicate appeal processes. Some of the applicable guidance includes:

(1) 53.20.060 - Rights prior to leasing. *The filing of an application for a lease shall give the applicant no right to a lease or to the use of the land applied for. Any use not authorized by lease shall constitute a trespass against the City and Borough.*

(2) 53.20.120 - Bids; manager's rejection. *Prior to the signing of the formal lease by the City and Borough, the manager may, without cause, reject any and all bids for leases when the best interest of the City and Borough clearly justifies such action.*

Now, with that said, CBJ 53.20.130 states: *An aggrieved bidder may appeal the manager's determination of the apparent high bidder or the preference privilege bidder to the assembly within five days, excluding Saturday and Sunday following such determination. Such appeals must be in writing and contain a short statement of the grounds for the appeal and be verified under oath. The assembly shall within 30 days of receipt of a timely appeal review the asserted grounds for appeal and rule thereon. The assembly's decision shall be final, but without prejudice to any other rights the aggrieved bidder may have. Failure of the assembly to rule within 30 days shall constitute a rejection of both the claim under the appeal and the contested bid.*

In addition to the above provisions noted, we have leasing requirements within the harbor regulations:

05 CBJAC 50.020 - Relationship to CBJ leasing code.

Leases under the administration of the docks and harbors department are governed by CBJ Chapter 53.20, Leases, and CBJ 85.02.060. The regulations in this chapter implement and make specific the requirements of those code sections as they apply to leases under the jurisdiction of the Docks and Harbors Board.

Philosophy: Lacking a prescriptive legal procedure, Docks & Harbors can move forward with somewhat subjective discretion in selecting an appropriate lessee. This could include a bidding and business plan (RFP) evaluation, if so desired. As noted above, there is an appeal process for an aggrieved non-selected applicant but the standard to overturn a selection would be "my proposal is better". This most likely would be difficult for the Assembly to overrule - assuming a transparent selection process is followed with an independent seated panel.

Recommendation: I recommend Docks & Harbors advertise in a manner similar to inviting professional services through a Request For Proposal (RFP). In the RFP, the applicant would provide a propriety business plan, business history and financial support to operate a business on the facility. The RFP would also request the applicant to provide an annual bid for the opportunity to lease the property. The solicitation would also inform the potential applicants that the lease includes the use or removal of the existing structures and Docks & Harbors will not be razing any buildings. The minimum annual lease rent would be $8600 (10% of the appraised value). The seated selection panel would evaluate the RFP and bid and choose the applicant meeting the criteria set forth by Docks & Harbors. For example, the criteria could include a preference for marine related business, best opportunity for employment or an evaluation of the "best & highest" use of the property. It would also be clear the high bid will not automatically be the winning bid for the selection of the most appropriate lessee.

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Port of Juneau

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

From: Carl Uchytil, Port Director
To: Docks & Harbors Board
Via: Operations-Planning Committee
Finance Committee
Date: February 17th, 2015
Re: STATTER HARBOR - ELECTRIC BOAT CHARGING STATION

Background: At the October 30th regular Board meeting and again at the November 13th, 2014 Operations-Planning Committee meeting, Bob Varness (Tongass Rain Electric Cruise - TREC) has requested consideration from the Docks & Harbors Board to operate a 50 foot, fully electric charter vessel at Statter Harbor under the general management principals imposed within regulations.

> ***05 CBJAC 25.010 - Designated moorage areas.*** *At any time during the year, the harbormaster, in his discretion, may designate moorage areas within the harbor for specific uses, such as the loading and unloading of passengers, crew, or cargo, fish cleaning, boat repair, commercial, recreational, and other types of moorage.*
>
> ***05 CBJAC 25.020 - Administration of designated moorage areas.*** *When designating an area, the harbormaster shall establish written procedures for administering moorage in the designated area. There shall be no moorage fee for use of a loading zone designated under this regulation. No person may moor a vessel in a designated moorage area unless actively engaged in the use specified for the designated area, except in an emergency or in the interests of effective space management, the harbormaster may allow a vessel that is not actively engaged in the use specified for the designated area to temporarily moor in the designated area.*
>
> ***05 CBJAC 25.030 - Visiting vessel arrival zone.*** *The harbormaster may establish a zone for visiting vessels to moor upon their arrival from out-of-town and establish written procedures for administering this moorage. The purpose of the zone is to provide temporary moorage for visiting vessels while the harbormaster finds appropriate moorage within the facility. No person shall moor a vessel in this zone without the approval of the harbormaster. The harbormaster shall charge daily moorage fees for use of this zone. The time allotted under the daily fee is transferable to other moorage areas within the facility.*
>
> ***05 CBJAC 25.040 - Reservations zone.*** *The harbormaster may accept reservations for daily moorage on both sides of the breakwater and establish written procedures for administering this moorage. No person shall moor in an area marked for reservation without the approval of the*

harbormaster. The harbormaster shall assess daily moorage fees under this section the same manner as the regulations set out in 05 CBJAC 15.030.

05 CBJAC 25.050 - Docks and harbors board approval. *Prior to administering moorage as set out in sections 010 through 040 of this regulation, the harbormaster shall obtain the approval of the docks and harbors board.*

Specifically, Mr. Varness has requested a location within the harbor in which he can have reasonable access to 50 amp and 30 amp electrical power. The Board has given direction to Staff to find an acceptable solution to this unique request.

Issue: On November 19th, 2014 staff met with Mr. Varness and Bill Shattenberg at Statter Harbor to discuss power requirements and appropriate location to best deconflict competing interest in this heavily used facility. At the January 29th Board meeting, Staff recommended designating 60 feet in the Horseshoe area for electric vessel charging only from 7 pm to 8 am on a daily basis (see enclosure). This area has been previously and will in the future, be declared "overnight moorage" thus alleviating criticism that Mr. Varness has de facto reserved moorage. In the event, another fully electric vessel wishes moor overnight – then this will be a first come, first serve moorage. Mr. Varness, Mr Shattenberg and Docks & Harbors Staff identified power pedestal in the selected area which will allow the electric vessel to charge over the evening period.

Assuming the vessel will charge for eight hours, the anticipated electrical charges will be:
208 volts x 50 amps = 10,400 Watt
10.4kWatt x 8 hours x $0.12/(kWatt-hour) = ~$10 per 8 hour charge
Times two outlets = ~$20 per 8 hour charge
120 volts x 30 amps = 3600 Watt
3.6kWatt x 8 hours x $0.12/(kWatt-hour) = ~$3.50 per 8 hour charge
Estimated electrical consumption: $23.50/day or $705/month
Regarding compensation, there are several options which could be used to levy appropriate fees to Mr. Varness:
Transient 50 ft x $0.54/ft per day = $27/day ($810/month) or,
Monthly 50 ft x $7.05/ft per month = $352.50; or
Reserved 50 ft x $1.50/ft per day = $75/day ($2250/month)

Electrical:
Daily: 30 amps => $7.20/day + 50 amp (twice) => $48/day = $55.20/day or $1656/month; or
Monthly (summer/liveaboard): $90 (30 amp) + $180 (50 amp) +$180 (50 amp) = $450/month; or
A third option would be to allow Mr. Varness to meter the pedestal through AELP.

Recommendation: I recommend the appropriate monthly fee to be the monthly rate ($352.50/mo) + the daily electrical rate ($1656) for an estimated monthly moorage fee of $2008.50, based on FY2015 rates.

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Encl: Map showing designated electric vessel moorage

PND ENGINEERS, INC

HDR Alaska | Jensen Yorba Lott Inc | USKH

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY
DOCKS & HARBOR DEPARTMENT

DESIGN: BMI CHECKED: CRS
DRAWN: PND APPROVED: CRS
SCALE: SCALE IN FEET 0 60 120 FT
DATE: 6/11/13

STATE OF ALASKA — Charles R. Simenstad — CE-8946 — REGISTERED PROFESSIONAL ENGINEER

CITY & BOROUGH OF JUNEAU
STATTER HARBOR IMPROVEMENTS

SHEET TITLE:
PROPOSED MASTER PLAN PROJECT FOR CONDITIONAL USE PERMIT

PND PROJECT NO.: 082015 DWG. FILE:

SHEET 1 OF 1

R & M ENGINEERING, INC.
ENGINEERS GEOLOGISTS SURVEYORS
PARCEL A
PARCEL B
ACCESS CORRIDOR 1
ACCESS CORRIDOR 2
ACCESS CORRIDOR 3
LOT 2A
LOT 2B
EXHIBIT 1
APPROXIMATE LEASED PREMISES
WITHIN
LOT NO.2, BLOCK 51
A.T.S. NO.3
WITHIN
CITY & BOROUGH OF JUNEAU, ALASKA
EXHIBIT NOTE:
THIS EXHIBIT DENOTES APPROXIMATE BOUNDARY POSITIONS ONLY
R & M ENGINEERING, INC. ASSUMES NO RESPONSIBILITY FOR
CONCLUSIONS ARRIVED AT FROM REVIEW OF THIS EXHIBIT.
APPROXIMATE SCALE
0' 30' 60' 120' 240'
PHOTOGRAPHY BY R & M ENGINEERING, INC.
CLIENT:
C.B.J. - HARBORS DEPT.
155 S. SEWARD ST.
JUNEAU, ALASKA 99801
DATE: MAR. 30, 2006
SURVEYOR:
R & M ENGINEERING, INC.
3506 AKE WOOD HIGHWAY
JUNEAU, ALASKA 99801
FILE: