CBJ DOCKS & HARBORS BOARD
FINANCE MEETING AGENDA
For Tuesday, June 28, 2011

I. **Call to Order** (5:00 p.m. to 7:00 p.m.) in **Room 224, City Hall.**

II. **Roll Call** (Greg Busch, Tom Donek, Don Etheridge, Kevin Jardell, Cheryl Jebe, Jim Preston, Wayne Wilson and Eric Kueffner).

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 May 24, 2011 Finance Committee Meeting Minutes.**

VI. **Items for Action.**

1. Statter Harbor Preferential Moorage Plan.

Committee Question

Public Testimony

Committee Comments/Deliberation

MOTION: TO APPROVE THE PROPOSED STATTER HARBOR PREFERENTIAL MOORING PLAN AND FORWARD IT TO THE BOARD WITH A RECOMMENDATION FOR APPROVAL.

2. Small Boat Harbor Transient Moorage Reservation.

Committee Questions

Public Testimony

Committee Comments/Deliberation

MOTION: TO APPROVE THE PROPOSED SMALL BOAT HARBOR TRANSIENT MOORAGE RESERVATION PLAN AND FORWARD IT TO THE BOARD WITH A RECOMMENDATION FOR APPROVAL.

VII. **Items for Information/Discussion.**

1. FEMA Flood Insurance Rate Maps

CBJ DOCKS & HARBORS BOARD
FINANCE MEETING AGENDA
For Tuesday, June 28, 2011

VIII. Staff & Member Reports.

IX. Committee Administrative Matters.

1. Next Finance Committee Meeting – June 28, 2011 at 5:00 pm in Room 224, City Hall.

X. Adjournment.

CBJ DOCKS & HARBORS

FINANCE COMMITTEE MEETING MINUTES

For Tuesday, May 24, 2011

I. Call to Order.

Eric Kueffner called the Finance Committee Meeting to order at 5:00 p.m. in room 224 of the Assembly Building.

II. Roll Call.

The following members were present: Greg Busch, Tom Donek, Kevin Jardell, Cheryl Jebe, Jim Preston and Eric Kueffner.

The following members were absent: Don Etheridge and Wayne Wilson.

Also in attendance were the following: John Stone-Port Director, Phil Benner-Harbormaster and Ruth Danner-Assembly Liaison.

III. Approval of Agenda.

MOTION by Mr. Preston: TO ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS PRESENTED.

The motion passed without objection.

IV. Public Participation on Non-Agenda Items.

There was none.

V. Approval of previous meeting minutes.

Hearing no objection, the minutes of the March 29, 2011 Finance Committee Meeting were approved as presented.

VI. Items for Action.

There were none.

VII. Items for Information/Discussion.

1. Statter Harbor Float Addition Moorage Management.

Mr. Stone said the meeting would be his last Finance Committee Meeting before he retires and it has been one of his favorite committees over the years.

Mr. Stone provided a memo dated 5/19/2011 that highlighted factors the Committee should consider when accommodating the Deharts Marina Patrons at the new moorage facility.

He said we may need to draft a regulation or policy and put it out for public comment. There will be 70 new slips in Auke Bay and we need to decide who gets priority at the new moorage. According to reports provided by the Auke Bay staff, there are 68 Deharts Patrons with preferential moorage. We need to decided if we will give priority to all Deharts Patrons or just the patrons that had assigned moorage when we purchased Deharts. We will also need to decide how we will assign the moorage and who will get first pick of the slips. The Committee may want to consider a lottery by slip size where patrons can choose their slip as their number comes up. That may be the most equitable way to go about assigning the slips. We do know who had moorage when we purchased the facility, but there is no record of how long those patrons had the moorage prior to the purchase. Because the facility had issues in the winter, we have allowed seasonal slip assignments. The new slips will not have issues in the winter so we will need a way to phase out the seasonal slip assignments. We will have two slip sizes, 32ft and 42ft so we will need to accommodate vessels that are currently undersized for the new slips. There are two tables in the packet; one shows slip holders on the day of the purchase and the other shows current slip holders and what they are currently paying for moorage compared to what they will pay if assigned a larger slip. It will be important to let patrons know that we will be using their slips for hot berthing when they are gone more than 3 days and that they will be subject to the same rules as everybody else. Deharts Patrons have been allowed to sell their slip assignment to a new owner along with the boat. The Board will need to decide if it wants to continue this accommodation.

Mr. Donek said this would be a good time to bring the new moorage system in Auke Bay inline with the other harbors.

Mr. Kueffner asked to see the actual purchase agreement so that we can be sure we are following what we originally agreed to. The lottery seems like the only way to make slip assignment fair. He asked what was so hard about applying the existing regulations to allow shorter vessels. The current regulation allows approval by the Harbormaster on a case by case basis so that seems to be what we should do.

Mr. Stone said he thought the more significant issue right now would be how to bill the undersized vessels. Right now if you put a 32ft vessel in a 42ft slip, they will pay for 42ft.

VII. Items for Information/Discussion. (Continued)

Committee members agreed that undersized vessels should pay for the overall length of the slip.

Ms. Jebe asked if the seasonal slip holders were only paying for half of the moorage year.

Mr. Preston said the seasonal slip holders do pay for only half the year and he felt that the discussion about seasonal slip assignment needed to be a completely separate discussion from the cost of the slips for undersized vessels. He also said he felt the board had an obligation to the patrons that are being moved to make some kind of accommodation for changes in moorage cost. He suggested maybe offering a two or three year grace period where we adjust the rate over time.

Mr. Jardell said our decision to build 32ft and 42ft slips for the long term demand may mean we need to make some current accommodations, but over time the new moorage in Auke Bay should come inline with the rest of the harbors.

Ms. Danner asked for clarification of the moorage management regulations for a 32ft slip.

Mr. Stone said we will allow a vessel to be 3ft under or 10ft over the slip size.

Mr. Kueffner said we currently charge by the vessel length or slip length; which ever is larger.

Ms. Danner asked why it would matter if you had a 20ft boat in a 32ft slip if they are paying for 32ft anyway.

Mr. Benner said assuming there is demand for the 32ft slip, we could put a 38ft vessel in the 32ft slip and move the 20ft vessel to the appropriate size slip elsewhere in the harbor. That is better harbor management. He also pointed out that there are fishermen that have fished out of Auke Bay for generations that have waited for a permanent slip assignment and have never been able get one so it is important to define what a long time Auke Bay user is.

Mr. Stone said after assigning all the new moorage from Deharts, we will have two 42ft slips available.

Mr. Busch expressed his concern for Deharts patrons who were assigned moorage after the purchase. If they are not reassigned, how would we incorporate them into a waiting list.

Mr. Stone said his recommendation would be to reassign all current Deharts patrons to the new moorage. We will need to publicize the waiting list for the new moorage once we re-assigned it to the Deharts Patrons.

Committee Members expressed concern about the current people signed up on the Deharts waiting list and how they would factor into the assignment.

VII. Items for Information/Discussion. (Continued)

Mr. Preston said the Statter Moorage is a replacement facility and not a new facility so it seems reasonable that the committee would reassign all of the current Deharts Patrons first.

Mr. Danner asked if it was too late to consider adding more moorage space to the plan.

Mr. Stone said the current configuration is considered a life time replacement for Deharts Marina and trying to add to it at this point would only slow the process down.

Mr. Donek suggested the undersized vessels could be accommodated in the side tie area by the new float additions.

There was a concern about assigning previously transient moorage area in Auke Bay.

Mr. Donek said he liked Mr. Watson's suggestion to give the seasonal slip owners a one season grace period before they have to pay for the whole year.

Mr. Busch asked how the Harbor Department would make utilities available when hot berthing vessels in the new moorage area.

Mr. Stone said if the assigned vessel is gone for a lengthy period of time, the harbor department can switch the power box over and have AEL&P charge the Harbor Department. If the vessel is gone for a short time, the slip owner may lock up their power box while they are gone from the slip.

Mr. Benner said they should consider putting in power boxes with both private and transient power outlets available.

Mr. Stone said the power boxes with both private and transient power outlets are significantly more expensive and we did not plan on putting them in the new moorage area.

Mr. Donek suggested that Both Deharts lists including slip holders when Deharts was purchased and slip holders after Deharts was purchased be accommodated in the same way by having a lottery for the slips. He suggested that the original Deharts Patrons should get the first choice in the lottery.

Mr. Stone said with the direction from the committee, he could draft a regulation for proposal at the next meeting.

2. Harbor Delinquent Accounts.

Mr. Stone said he just wanted to provide the a list of delinquent accounts to show that staff is working to collect money from delinquent patrons.

VIII. Staff & Member Reports.

There were none.

IX. Committee Administrative Matters.

1. Next Finance Committee Meeting – June 28, 2011 in CBJ room: 224.

X. Adjournment.

MOTION by Mr. Preston: TO ADJOURN THE FINANCE COMMITTEE MEETING AND ASK UNANIMOUS CONSENT.

The meeting adjourned at 6:12 p.m.

City & Borough of Juneau • Docks & Harbors
155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Port of Juneau

To: Docks and Harbors Finance Committee
CC:
From: John M. Stone, P.E. Port Director
Date: May 26, 2011
Re: Statter Preferential Moorage Draft Plan

At its May 24, 2011 meeting, the Committee reviewed my May 19, 2011 memo concerning management of preferential moorage for the new moorage floats at Statter Harbor. The Committee asked that I return with a plan memorializing the Committee's discussion. This memo sets out the plan.

Initial Assignments

When the new floats are ready to be occupied, CBJ will assign moorage based on a lottery system. There will be two lottery pools. One lottery pool will consist of patrons that were assigned moorage on the day that CBJ purchased Deharts Marina (see exhibit 1). This pool will be subdivided into owners qualifying for 32' and 42' slips. We will draw a number for each patron. Patrons will select a moorage slip based on their number with lowest number selecting first. After the patrons in Exhibit 1 have selected moorage, we will repeat the process for a second lottery pool consisting of patrons that were assigned moorage after CBJ took ownership of Dehart's Marina (see exhibit 2). Patrons that do not select moorage within a designated time will be assigned moorage by the Harbormaster.

I believe the authority provided to the Port Director and Harbormaster pursuant to CBJ Ordinance 85.10.020, 85.10.050(g) and the administrative regulations set out in 05 CBJAC 40 are adequate to undertake the reassignment process described herein and that no additional regulations are necessary to perform this task.

Seasonal Moorage Assignments

Pursuant to the direction of the Committee, we will allow for seasonal moorage assignments to remain in effect for one moorage year after the new moorage area is occupied. After this grace period, seasonal moorage holders will need pay for

their moorage assignments on full year basis in order to keep their stall assignment.

Fees

Fees will be charged the same as they are in the rest of the harbor system. This requires that moorage holders pay for moorage based on stall length or boat length, whichever is more.

Stall Transfer with Sale of Vessel

The administrative regulation listed in 05 CBJAC 40.065 allows patrons at Dehart's Marina that were assigned moorage on the date that CBJ took over ownership to transfer their stall assignment along with the sale of their vessel. The Committee recommended that this provided by repealed. Therefore, the Board should repeal this regulation.

Unassigned Stalls

It looks like there will be at least seven 32' and two 42' stalls available after the initial assignments are completed. Since the new moorage facility will eliminate much of the existing loading zone, we recommend these stalls be held open pending completion of the passenger for hire facility.

Please call me at 586-0294 if you have questions.

Attachments

Exhibit 1

Stall holders When DeHarts was Purchased

Stall	Customer	Boat '	Stall '	Annual Moorage	AK Numbers	Boat Name	Notes	New Slip	New Slip Cost	Delta
DHA-05	Jay Sims	26	24	$1,029.60	AK1227AG		Seasonal	32	$1,267.20	$237.60
DHA-14	Quinnat Lodge	26	24	$1,956.24	AK2316L			32	$2,407.68	$451.44
DHA-13	Quinnat Lodge	27	24	$2,031.48	AK6358AF			32	$2,407.68	$376.20
DHA-12	Alaska Connection	26	24	$1,956.24	AK5031K			32	$2,407.68	$451.44
DHA-09	Harold Preston	26	24	$1,956.24	AK4500P			32	$2,407.68	$451.44
DHA-10	Alaska Connection	26	24	$1,956.24	AK699OAA			32	$2,407.68	$451.44
DHB-01	Quinnat Lodge	25	24	$1,881.00	AK2317L			32	$2,407.68	$526.68
DHB-02	Tyler Jenner	29	24	$2,181.96	AK3645P			32	$2,407.68	$225.72
DHB-07	Donn Martin	28	24	$2,106.72	AK4441AE			32	$2,407.68	$300.96
DHB-06	Alaska Connection	24	24	$1,805.76	AK6074AE			32	$2,407.68	$601.92
DHB-09	Bob Koenitzer	24	24	$1,805.76	AK7317M			32	$2,407.68	$601.92
DHB-16	Chad Strong	24	24	$1,805.76	AK5499AD			32	$2,407.68	$601.92
DHB-13	David Watson	28	24	$2,106.72	AK7700AE			32	$2,407.68	$300.96
DHB-11	Ron Sedgwick	39	35	$2,934.36		Conquest		42	$3,160.08	$225.72
DHC-06	Gregg Parker	32	32	$2,407.68	AK0230H			32	$2,407.68	$0.00
DHC-08	Bob McVey/Richard Steele	32	32	$2,407.68	AK0294K			32	$2,407.68	$0.00
DHC-17	Steve Sewill	34	32	$2,558.16		Jaguar III		32	$2,558.16	$0.00
DHC-16	Terry White	34	32	$2,558.16	AK5104K			32	$2,558.16	$0.00
DHC-14	Bill Dean	33	32	$2,482.92		Ocean Venture		32	$2,482.92	$0.00
DHC-13	Jim Thompson	32	32	$2,407.68		Sinopah		32	$2,407.68	$0.00
DHD-01	Chris White	39	36	$2,934.36		Popeye		42	$3,160.08	$225.72
DHD-15	Mike Hays	36	36	$2,708.64		Sounder		32	$2,708.64	$0.00
DHM-02	Dick Deems	42	57	$4,288.68		Easy Spirit		42	$3,160.08	-$1,128.60
DHD-05	Paul Hoffman	39	36	$2,934.36	AK3551N			42	$3,160.08	$225.72
DHD-08	Gregg Dostal	39	36	$2,934.36	AK9170P			42	$3,160.08	$225.72
DHD-13	Joan Brooks	36	36	$2,708.64		Apqoa		32	$2,708.64	$0.00
DHD-14	Dennis Watson	38	36	$2,859.12		Adanac IV		42	$3,160.08	$300.96
DHD-16	Bud Jaeger	36	36	$2,708.64		Getaway		32	$2,708.64	$0.00
DHD-18	Todd Wicks	38	36	$2,859.12		Beartrack		42	$3,160.08	$300.96
DHD-27	Gary Wilson	32	30	$1,267.20	AK0431F		Seasonal	32	$1,267.20	$0.00
DHD-11	Mike Bethers	27	28	$1,108.80	AK4719K			32	$1,267.20	$158.40
DHD-24	Ron Bolton	33	30	$1,306.80	AK8949M		Seasonal	32	$1,306.80	$0.00
DHD-22	Paul Swanson	30	30	$1,188.00		Apres Ski	Seasonal	32	$1,267.20	$79.20
DHM-01	Wendall Bishop	35	43	$3,235.32				32	$2,633.40	-$601.92
DHC-12	John Raster	34	32	$1,346.40	AK7480AJ		Seasonal	32	$1,346.40	$0.00
DHM-05	Ron Marvin	37	42	$3,160.08	AK7133AD			42	$3,160.08	$0.00
DHM-08	Kirk McMeen	39	58	$2,296.80	AK4497H		Seasonal	42	$1,663.20	-$633.60
DHM-09	Dwight Robidoux	29	45	$1,782.00	AK8552M		Seasonal	32	$1,267.20	-$514.80
DHM-10	Mike Satre	31	40	$3,009.60	AK8754M			32	$2,407.68	-$601.92
DHM-14	Alaska Connection	26	49	$3,686.76	AK9576AG			32	$2,407.68	-$1,279.08
TOTALS			**40**	**$92,660.04**				**7**	**$95,222.16**	**$2,562.12**

Stalls Assigned
32's 30
42's 9

Stalls Available
32's 53
42's 17

Stalls Remaining
32's 23
42's 8

6/2/2011

Exhibit 2

Stall holders After DeHarts was Purchased

Stall	Customer	Boat '	Stall '	Annual Moorage	AK Numbers	Boat Name	Notes	New Slip	New Slip Cost	Delta
DHA-03	Whiting, Gene	22	24	$1,805.76	AK9324F			32	$2,407.68	$601.92
DHB-03	Kahklen, Joe	26	24	$1,956.24	AK5289H			32	$2,407.68	$451.44
DHB-04	Fiedler, Linwood	27	24	$2,031.48	AK2306AG			32	$2,407.68	$376.20
DHB-05	Lessard, Michal	26	24	$1,956.24	AK5366M			32	$2,407.68	$451.44
DHB-08	Harrison, Gordon	26	24	$1,956.24	AK3902L			32	$2,407.68	$451.44
DHB-10	Kondzela, Kurt	28	24	$2,106.72	AK8766AG			32	$2,407.68	$300.96
DHB-12	Druyvestein, Jay	27	24	$2,031.48	AK3370N			32	$2,407.68	$376.20
DHB-18	Nelson, John	24	24	$1,805.76	AK7351L			32	$2,407.68	$601.92
DHC-01	Hopson, Mark	36	32	$2,708.64		Bluewater		32	$2,708.64	$0.00
DHC-02	Busch, Gregory	30	32	$2,407.68	AK8506N			32	$2,407.68	$0.00
DHC-09	Scott, Michael	28	32	$2,407.68	AK2146P			32	$2,407.68	$0.00
DHC-10	Osburn, Joel	29	32	$2,407.68	AK6915M			32	$2,407.68	$0.00
DHC-15	Garvin, Michael	37	32	$2,783.88	AK6258M			32	$2,783.88	$0.00
DHD-06	Miller, David	40	36	$3,009.60		Strike Two		42	$3,160.08	$150.48
DHD-09	Merritt, Lori	36	36	$2,708.64	AK9057AJ	Bobolink		42	$3,160.08	$451.44
DHD-10	Currier, Rick	40	36	$3,009.60		Majeck		42	$3,160.08	$150.48
DHD-11	Kamler, Jonathan	40	36	$3,009.60		Kiltitz		42	$3,160.08	$150.48
DHD-12	Barnett, Tim & Claudia	37	36	$2,783.88		La Hoyar		42	$3,160.08	$376.20
DHD-17	Rowcroft, Michael	34	36	$2,708.64	AK2717P			42	$3,160.08	$451.44
DHD-19	Vogeler, Dana	34	30	$1,346.40	AK3859AJ		Seasonal	32	$1,346.40	$0.00
DHM-04	Logan, David	27	24	$2,031.48	AK6950N			32	$2,407.68	$376.20
DHM-07	Dayton, Jack	28	28	$2,106.72	AK5723AK			32	$2,407.68	$300.96
TOTALS			**22**	**$51,080.04**			**1**		**$57,099.24**	**$6,019.20**

Stalls Assigned	
32's	16
42's	6
Stalls Available	
32's	23
42's	8
Extra Stalls	
32's	7
42's	2

6/6/2011

City & Borough of Juneau • Docks & Harbors
155 S. Seward Street • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

CITY/BOROUGH OF JUNEAU
ALASKA'S CAPITAL CITY

Port of Juneau

To: Docks and Harbors Finance Committee
CC:
From: John M. Stone, P.E. Port Director
Date: June 10, 2011
Re: Small Boat Harbor Transient Reservations

One of the initiatives I did not get to before I left was institute a system for taking reservations from transient vessels in the small boat harbors. This memo sets out what needs to be done in order to move forward with this initiative.

CBJ Harbors was the first to institute moorage reservations in Southeast Alaska back in 2005. The program has been very successful and has been copied by most of the major communities in Southeast Alaska.

Juneau currently takes reservations for moorage on a very limited basis. Reservations are limited to the IVF and the Breakwater at Statter Harbor. Very high moorage rates are charged for this privilege and its use is mostly limited to large charter yachts.

Surprisingly, no one has expanded it to the smaller yacht segment. We would like to expand reservations to the smaller yacht segment since we believe there is good opportunity to capitalize on it and distinguish ourselves from our competition.

In order to take reservations, we would need to dedicate a portion of our transient moorage for this purpose. We suggest the Board look at making improvements to the Norway Point float so it can be dedicated for reserved transient moorage. Another alternative would be to dedicate some of the transient moorage in Harris or the new side-tie in Aurora for this purpose. Staff are familiar with managing moorage reservations at the IVF and the Statter Breakwater so management of additional areas should not be an issue.

We recommend the Board obtain the services of a web consultant to develop an online system for taking reservations. This system should be mobile friendly so

it can be used underway. The goal should be to have this system online by the Seattle Boat Show so we can market it to the cruisers. We should also market it at the Trawler Fest in Anacortes.

Most of the marinas in B.C. offer moorage reservations for the smaller yacht segment. They customary charge $1 per foot per night for this privilege. This is double what we currently charge for daily moorage on a first come first serve basis. We recommend the Board adopt a regulation setting out a new reservations daily moorage rate of $1 per foot per night.

Please call me at 586-0294 if you have questions.

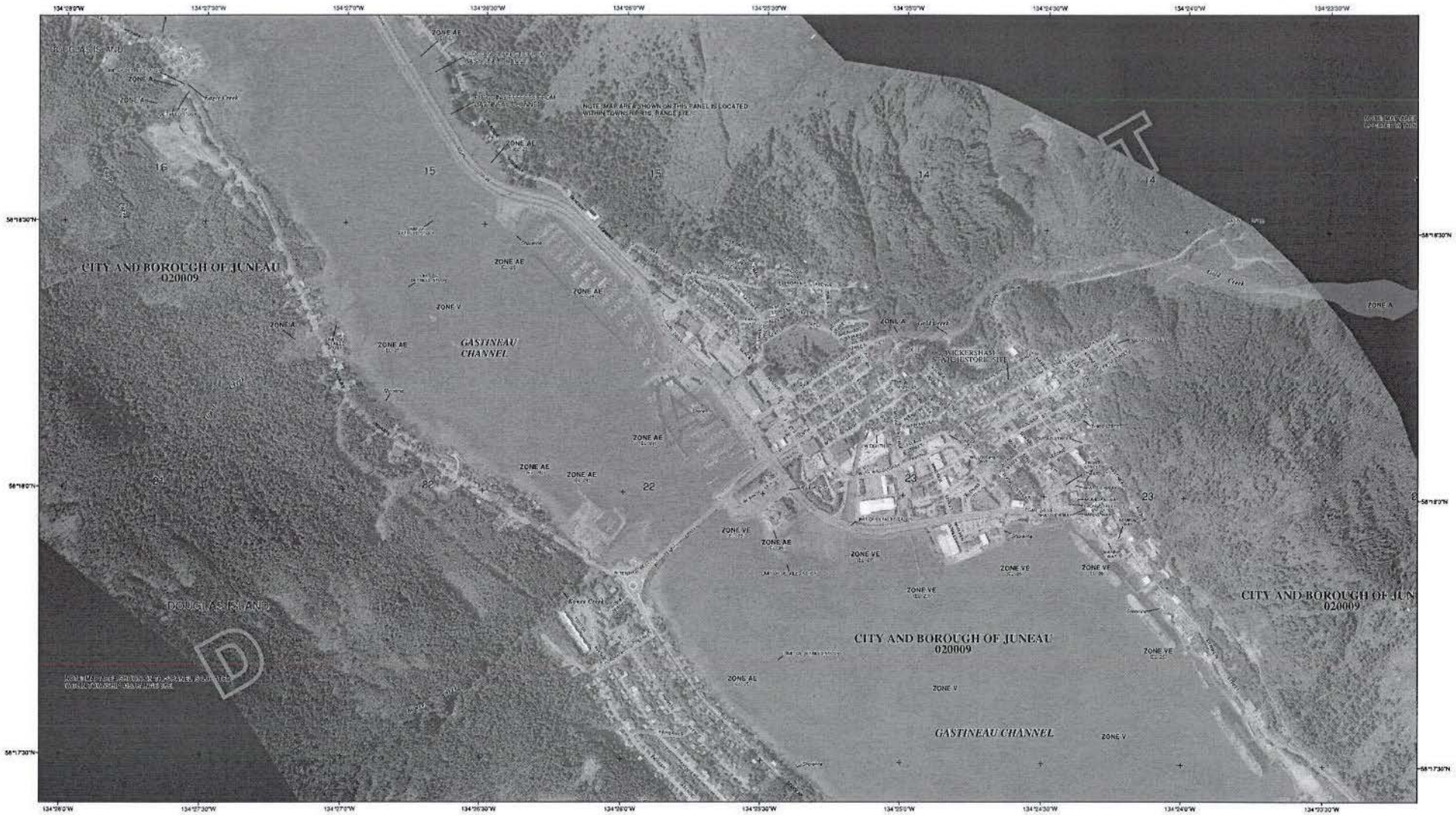
21 June, 2011

MEMORANDUM

From: Phil Benner, Harbormaster/Acting Port Director
To: Finance Committee

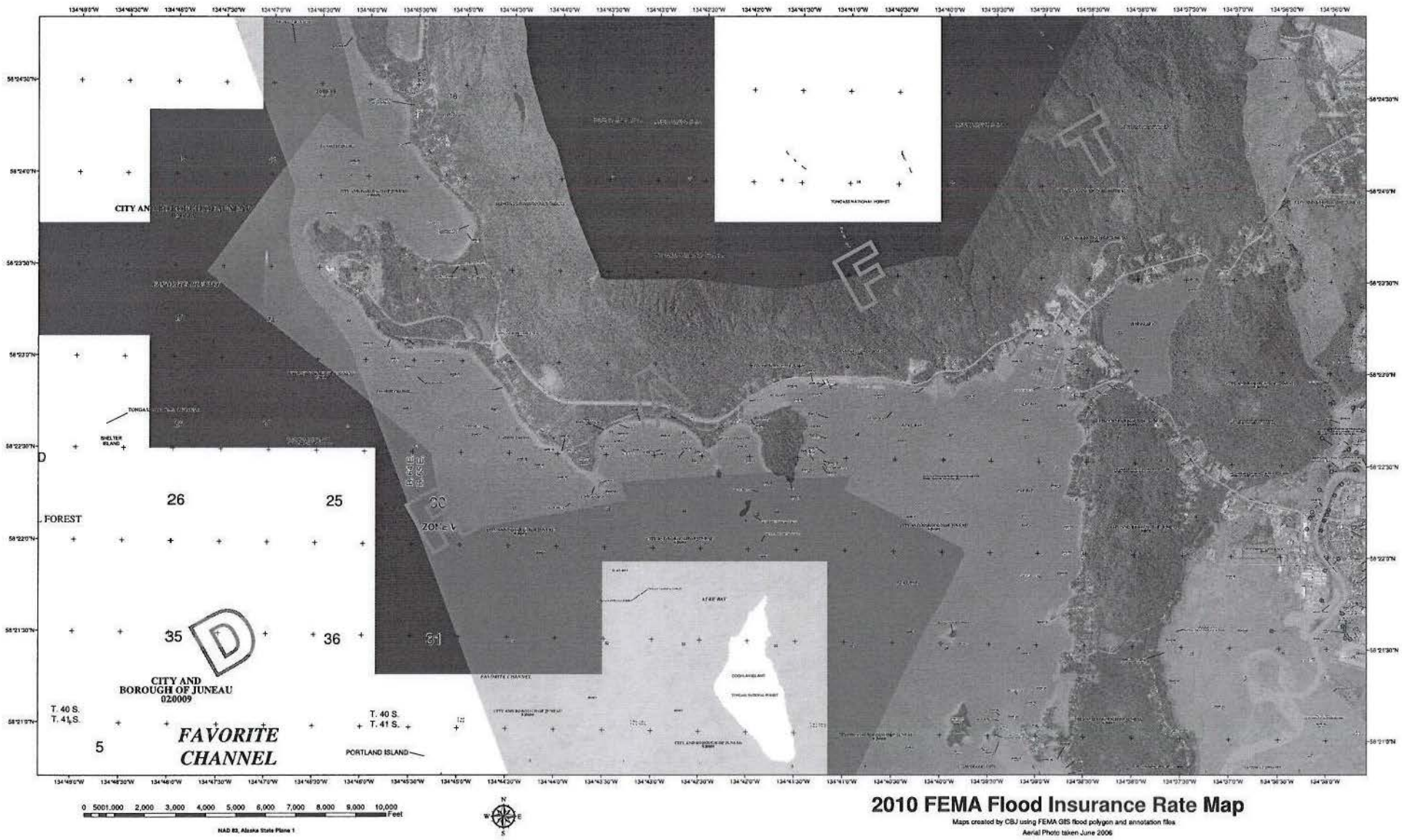
Subject: 2010 FEMA Flood Insurance Rate Map

1. FEMA has come out with the proposed flood plains for the City and Borough of Juneau and have designated different areas that will need flood insurance.
2. The attached maps show that Docks and Harbors has significant property that could be affected by increased insurance rates if these maps are adopted. I talked with our Tim Allen our insurance representative for Docks and Harbors, we are looking into what it will involve budget wise for us.
3. I did see that municipalities have challenged the designation of various areas as flood areas and won. If the CBJ does not challenge it will be up to the individual land owners to do so.
4. Any questions, 586-5255.



2010 FEMA Flood Insurance Rate Map

Maps created by CBJ using FEMA GIS flood polygon and annotation files
Aerial Photo taken June 2006



2010 FEMA Flood Insurance Rate Map

Maps created by CBJ using FEMA GIS flood polygon and annotation files
Aerial Photo taken June 2006