

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, February 17th, 2021

- I. Call to Order** Mr. Ridgway called the meeting to order at 5 p.m. in a Zoom meeting at the Port Director's Office.

II. Roll Call

The following members were present in person or on zoom meeting: Jim Becker-in person, Lacey Derr, Chris Dimond, Don Etheridge-in person, James Houck, David Larkin, Annette Smith, Bob Wostmann, and Mark Ridgway-in person.

Absent: None

Also present: Carl Uchytel – Port Director (via Zoom), Erich Schaal – Port Engineer (via Zoom), Matthew Creswell – Harbormaster, Teena Larson – Administrative Officer (via phone), and Ashley Bruce - Administrative Assistant II (via Zoom).

III. Approval of Agenda

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

Motion approved with no objection

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

V. Approval of Wednesday, January 20, 2021 Operations/Planning Meeting Minutes

Minutes of January 20, 2021 were approved as presented.

VI. Consent Agenda – None.

VII. Unfinished Business – None.

VIII. New Business – None.

IX. Items for Information/Discussion

1. Commercial Availability of Individual Vessel Security Camera Systems
Presentation by Chris Ruschmann, SnowCloud

Mr. Ruschmann said SnowCloud has been testing out a limited connection on a vessel in Douglas Harbor for the last couple of months to determine what the bandwidth usage is for a camera on a vessel. He said the goal is to custom tailor a package for boat owners, not meant for browsing or streaming, but a high upload package allowing camera footage to be uploaded from the boat to the cloud. He said the package developed includes a 3Mb/s upload and a 1Mb/s download for a rate of about \$30 per month for unlimited usage. He said there are some costs in the radio equipment and installation time which will be billed to the customer for about \$100 and if a router is needed one can be sold to

them and allow them to not only stream but also have internet on the boat. He said if it is desired, services could be made available the next day.

Mr. Creswell said per many discussions with the Board and with customers, the focus our efforts of cameras has been made on the uplands, and this provides a way for boat owners to have security cameras for their vessels. Boat owners who do not live on their vessels could not budget \$100 a month for full speed Wi-Fi on their boats, so SnowCloud worked with us. He said he purchased a Ring Camera that was placed on a vessel in Douglas and Mr. Ruschmann worked with the patron to develop a service around what the camera needs, and what they needed to provide as a package that could be offered to customers from SnowCloud.

Mr. Uchytel said we have no contractual arrangement but this was a beta test for the system. He said Docks & Harbors will not tell patrons they have to use SnowCloud to put a security camera on their vessel, we just know SnowCloud has put effort and resources into prototyping a camera system we think will work at all of our harbors. He said the facilitation we have done has been a customer service.

Committee Discussion –

Mr. Ridgway asked if there was a way to incentivize people to use this service.

Mr. Creswell said the incentive we are seeing is a super cheap service to compliment the camera of their choosing.

Mr. Schaal asked if there was a limit to the number of services they could provide?

Mr. Ruschmann said there would be a need for more equipment if there was a large influx of desired users, which can be done. He said they would scale to the demand.

Ms. Derr asked what hardware availability and install time would be required.

Mr. Ruschmann said Covid has made them busier than ever before. He said in this last month they have fully restocked and can start installs as soon as they receive requests. He said a boat install takes less time than a home installation making this an efficient processes.

Mr. Wostmann asked if coverage is complete or if there are dead spots.

Mr. Ruschmann said they have expanded their network and will be connected to the Shelter Island Tower soon, which will eliminate the dead spots, and they are confident they will provide full coverage within the next month.

Public Comment – None

2. Lease rent deferment – Rocovich Property (vicinity of Pier 49)
Presentation by the Port Director

Mr. Uchytel said this is the first request for financial deferment received, but he anticipates other requests. He said this is an opportunity for the Board to discuss what steps will be taken and how individual requests will be addressed.

Mr. Uchytel introduced Ian Simpson, a partner with Rocovich LLC and leases the property seaward of Pier 49 for about \$27,000 a year. He said 2020 was a poor year, and the 2021 is going to be bleak so Mr. Simpson has made a request for consideration to defer rent lease payments for the property. He said to be clear, Mr. Simpson will explain his situation but it is also the first opportunity for the Board to discuss how to go about listening and judicate deferment or relief of fees from our partners through contractual language.

Mr. Simpson said the handout the Port Director provided covers their simple request. He said as soon as we heard the news from Canada, we started to think about the future and thought this might be a good idea for us to push some of these expenses to 2022. We are expecting the same as 2020 and it makes sense.

Committee Questions --

Ms. Smith asked if this was for the Hangar on the Wharf and what businesses are in this group?

Mr. Simpson said the Hangar on the Wharf is considered a related company, but Rocovich is a separate real estate.

Mr. Ridgway asked Mr. Simpson to expand on separate but related companies.

Mr. Simpson said Rocovich is an LLC with three owners. Mr. Simpson said he, with Recia Wilson and Rob Sanford are owners, and they are owners of the Hangar as well as other restaurants including the Twisted Fish, Flight Deck, Pizzeria Roma, and Pier 49, which occupies this spot at 406 South Franklin Street. This is the one we are discussing right now. He said two of those restaurants were closed completely last year.

Mr. Dimond asked what the repayment plan for deferment is?

Mr. Simpson said we did not ask for a specific payment plan and ideally we would amortize it but the most important thing would be to get it out of 2021 and in a future year when we see more cruise tourist to support it.

Mr. Dimond asked if Rocovich was looking for a total deferment or payment plan that Rocovich LLC and the tenants would be able to adequately make.

Mr. Simpson said the way it was asked was to defer all the payments and remaining payments in 2021.

Mr. Wostmann asked based on the description would it be fair to characterize their position or role as being the landlord for the occupants of the space.

Mr. Simpson said this is correct.

Mr. Wostmann asked if this would be conceptually similar to asking a banker to provide forbearance on a loan.

Mr. Simpson said this is correct.

Mr. Houck asked if this forbearance was granted would it be passed on to current tenants or have most tenants abandoned the 2021 season and the space that goes with it?

Mr. Simpson said it would be more fair to say it would be passed on to the tenants. He said no tenants have bailed yet. He said the recent news was disheartening to them but they are expected to return for the 2022 season, possibly with some changes.

Mr. Ridgway asked if granted forbearance, how it would be reflected to the tenants.

Mr. Simpson said the tenants are already paying a sub rate of 50% as it is but the details have not been determined yet.

Public Comment --

Kirby Day, Juneau Alaska

Mr. Day said he wanted to comment because this company and Pier 49 are Tourism Best Management Practice (TBMP) members. He said they are not asking to not pay the rent, they are asking for a deferment and the Board could easily come up with terms for them to repay when there is business. He said it was not his plan to testify, but if he is not mistaken this is the water, the area between Pier 49 and the Seawalk. He said Docks & Harbors worked with other TBMP members last year in waiving fees for permitted operators and brokers completely which was in due course and the appropriate thing to do. He said this business on this property was closed in 2020 and again in 2021 completely. He said it would be appropriate to consider this. He said there is some precedent in waiving fees for other TBMP member. Mr. Day said he urges the Board to consider this request along with others from tenants.

Committee Discussion –

Mr. Wostmann said he is aware of similar circumstances of owners of properties and property owners who have lost tenants or have had to negotiate a much lower rental or lease payment. He said in his experience with property owners, if they have a bank loan the bank is willing to give up the principal portion of the payment and will require the interest portion, essentially the cost of money, and then to renegotiate the loan by increasing payments once business gets better, or by extending the loan for the number of months it was interest only. He said he thinks they could use a similar approach to reduce the fee for the duration of the non-season to a nominal amount, the equivalence of what an interest payment might be. He said the board should discuss whether to have the payments spread out over the remainder of the lease or to extend the lease. He said it could be argued the leaseholder has lost two seasons and it would be fair to give them two years on the back end of the lease. He said this was just an idea for discussion.

Mr. Ridgway confirmed the location of the property in question and said it was there to protect the view plane. He said some of the deferments done in the past are not directly relevant to this issue but likes Mr. Wostmann's ideas. He said prior to moving forward, the financial impact should be reviewed.

Mr. Wostmann said he would be very happy to work with Mr. Uchytel to schedule a meeting of the Finance committee. He said it would be helpful for the Board to provide input and guidance to the committee.

Mr. Etheridge said it should go to the Finance committee to be looked at. He said he understands the plight and request but the financials need to be reviewed first because we do not know what might come up along the way. He said many of these funds go to harbors and this does not just represent an empty lot, it is going to affect the harbors budget.

Mr. Dimond said it is important to be cognizant and have a plan going forward. He added if we are able to keep tenants in buildings by granting a deferment on leases, the long-term effects would far outweigh the short-term effects.

Ms. Smith said she supported the 50% lease rate model. She asked Mr. Uchytel, what fees Docks & Harbors has with this property and managing the lease.

Mr. Uchytel said the time and effort for staff to manage the lease is minimal. He said every five years the property must be assessed through the appraisal term contractor. He said staff manages 43 leases efficiently.

Mr. Houck said he is aware of at least three cases where tenants have proposed to landlords to take their items and put it in storage, or pay twice what the storage locker would cost to the landlord just to hold the space. They are not allowed to use the space for business but it is being held until the next operable season. He said what Mr. Simpson is asking for is a deferment, which is no loss of income to us unless you count real dollars and loss of appreciation, which would be negligible, and hopes the Board takes this into consideration. He said in 2019 at the end of the season, three separate buildings came open and stayed vacant through the season. He does not feel there is a desire and need to fill retail space right now, as we consider business paying sales tax.

3. CY20 Anchorage Consumers Price Index (CPI)

Mr. Uchytel said several of our fees are linked to the Anchorage CPI, and are reviewed every year. He said there is a statewide CPI and an Anchorage CPI but not a Juneau CPI. He said last year the CPI in Anchorage was -1.1%. He said our regulations say our rates are automatic in nature unless the Board take's action not to change the rates affected by the CPI. He said the -1.1% CPI means come July 1, 2021 if the board does not take action the monthly moorage rate will reduce by \$0.05.

Mr. Uchytel said a couple of years ago we would look at the Statter and Downtown harbor rates and would adjust the rates to the nearest \$0.05 of the CPI. There were members of the public unhappy the Statter rates were increasing faster than downtown.

He said the Board elected to review the downtown harbor rate and if it adjusted then the Statter harbor rate adjusted at the same increase. He said the CPI from 2020 indicates the downtown rate would decrease to \$4.40 per linear foot per month and Statter Harbor would decrease to \$7.30 per linear foot per month.

Mr. Uchytel said there are some passenger for hire rates that would see a decrease due to the CPI. He said the passenger for hire rates were recently changed but was not sure if there was a caveat to elect not to accept CPI changes.

Mr. Uchytel said the question for the board to consider is do we accept the decreased CPI adjustment of -1.1% and reduce rates at our Statter and Downtown Harbor Facilities.

Committee Discussion –

Mr. Wostmann asked what the total reduction amount would be if rates were reduced. He asked if there is a sense of how much staff time would be required to update the rates.

Mr. Uchytel said 1.1% of the \$3M for harbors revenue could equate to approximately \$30,000. He said the staff impact is minimal and something can be easily done with some Board direction.

Ms. Smith asked if there are contracted increases for wage benefits, work to be done, which would automatically increase rates?

Mr. Uchytel said the majority of Docks & Harbors employees are represented by MEBA, and those are negotiated every three years with a likely 2% increase in salaries next fiscal year.

Mr. Etheridge said our rates went five years without increasing and then there was a small increase. This CPI will reduce the rates to the same amount again

Mr. Ridgway asked if there is no Board action, it is an automatic decrease, and the effort will be minimal for staff?

Mr. Uchytel said that is correct.

Public Comment – None

4. Capital Improvement Projects – Update and direction

Mr. Schaal said the purpose of this information item is to recap the Capital Improvement Projects and summarize the recent joint Assembly meeting on high priority topics between the Board and the Assembly. He said staff wanted to bring this forward to get feedback, answer questions, and discuss new projects.

Mr. Schaal said the first topic of the Small Cruiseship Infrastructure Master Plan study, the idea of expanding small cruise ship operations. There were questions from the Assembly including how staff came up with the 700' of linear moorage request, the best use of the top proposal of the Seadrome development, and other ideas and questions brought up by the Assembly members in attendance.

Mr. Schaal said the goal of the presentation is to create a working group to hear feedback from the Board on what they thought of the meetings based on their participation. He said the action item on the department's part is to return a memo answering their questions.

Mr. Schaal said the Assembly directed the Board to make this project and start planning the process in an effort to aid the small cruiseship industry.

Mr. Schaal said an update in regards to the projects submitted for consideration of the Governor's bond package. He said Docks & Harbors has always applied for State DOT \$2M Harbor Matching Grant for a total of \$4M dollars for a partial construction of the North end of Aurora Harbor. He said there may be full funding through this bond package for the Alaska Harbor Grants. He said it would hopefully mean we are successful in doubling our local funding from \$2M to \$4M.

Mr. Schaal said in addition we requested \$8M for the Aurora Harbor Phase III, and the North Douglas Launch Ramp Expansion. He said it was reduced in the Director of Engineering's package to \$250,000 per project for the initial permitting, scope, and planning phases.

Mr. Schaal said we are on the City's list of projects but are unsure of the avenue it will take. He said we are hopeful we see the bulk of funds through our harbor grant program and if we are successful, it will not be full funding, but seed money to start however the Board decides.

Mr. Schaal said the last item for information regards work with Engineering on projects interfacing on the Seawalk. He said Engineering has been managing two projects. He said the Marine Park Lightering Float Deck over, the Seawalk expansion nexus, funded through Marine Passenger Fees and the Managers office. He said it is a project to connect the concrete Marine Park Plaza to the upper wooden decking of the Alaska Steamship Dock. He said design documents are almost 100% complete. He said they have asked if we would be interested in assuming the project and we see it as a one we can take on and stay involved. He said our plan for this project is to get the documents to 100%, so they are ready if funding is ever allocated. He said the construction costs are about \$2M if we were to find any grants.

Mr. Schaal said the second project with Engineering is the Taku Seawalk Re-decking. He said this area adjacent to the Fisherman's Memorial, Taku Smokeries and the Twisted Fish is one of the oldest sections of the Seawalk and perpetually moving, via the degrading woody material and hillside. He said the Seawalk is not pile supported and it settles. He said the goal is to make it safe and accessible and has about \$161,000 left in the funding package but the construction estimate is just a little over. He said we received 65% drawings from PND Engineers and if we are able to make the match, we could be complete this summer to have available for passengers next year.

Committee Discussion –

Mr. Becker asked if the City's top priority is known.

Mr. Schaal said there are still requests for information on projects including Harbors, but the majority of the projects are planning based. The list is as follows,

1. Lemon Creek Bike path asking for \$250,000.
2. Waterfront Juneau-Douglas City Museum asking for \$1M,
3. North State Office Building Parking for \$5M,
4. Telephone Hill Site work for \$2M,
5. New City Hall partial funding for \$5M,
6. Centennial Hall Expansion for \$5M,
7. West Douglas Expansion and future development for \$3M,
8. Auke Bay Baywalk, unknown if this is for the Auke Bay Steering Committee or the build grant we have applied for, but they are asking for \$250,000 for design permitting and planning,
9. A Car Crusher including installation for \$750,000,
10. Aurora Harbor Phase III design and permitting for \$250,000
11. North Douglas Launch Ramp for \$250,000.

Mr. Ridgway asked if the City projects are designed and paid for by the City. He asked if Docks & Harbors would be the Designer of Record (DOR) or Engineer in Charge (EIC) of the projects.

Mr. Schaal said there are some head tax, and the designers are PND, so it is much like our harbor projects where we use consultants for the design process, and ensure a feasible project within budget. He said we would be taking over the DOR and EIC role.

Ms. Smith asked if the design includes the reinstallation of the lightering dock as she has entities such as the Tlingit Canoeing groups as well as others showing their interest in the dock being reinstalled.

Mr. Schaal said no, the current design does not include a lightering float as it is a sloped area and this design precludes the idea of a lightering ramp.

Mr. Uchtyl said when the Board made the decision to remove the float, Wings Airways reached out to One Canoe Peoples Society to let them know they are always welcome at the Wings float for Celebration so we know that relationships exist.

Ms. Smith asked when the reinstallation of the lightering float will be considered?

Mr. Ridgway said this deck over project is a City Manager project and not a Docks & Harbors Project.

Mr. Etheridge said the entire Seawalk is the City Manager's project and this is the first time we have interacted with the Seawalk's design. He said if the Board sees a need, the Board can decide to write a letter to the manager and ask them to include a lightering float in their design. He said it is not funded by Harbors or Docks.

Public Comment – None

5. Tideland Request – ADNR Preliminary Decision

Mr. Uchytel said about 13 months ago, Mr. Reed Stoop's owner of Franklin Dock LLC approached staff regarding adding a floating berth and it would require additional tidelands owned by the State. He said some of their property is on CBJ, some on the State, and some on their own tidelands. He said Mr. Stoops would like to work with the City in acquiring the additional tidelands needed for his expansion. He said last year, pre COVID, staff requested DNR to convey tidelands to the City to facilitate the expansion of the Franklin Street Dock. He said the application went forward, the Board was involved in the decision to apply for the tidelands, and a resolution by the City to go forward with the request. He said the plan was to start work in October 2020, but since Covid, we are unsure when those plans are going forward. He said we have received a preliminary decision from the DNR and turned the presentation over to Mr. Schaal.

Mr. Schaal showed the diagrams starting on page 39 of the agenda packet and said these designs are based on the original ask, the red area plus the yellow area. He said DNR responded only considering the hatched area as the conveyance. He said the department requested help from DNR to understand the hashed area's geographic layout, and said the best he can figure, they did not want to include the tidelands in front of Crowley's Fuel Dock or the tidelands north of the AJ dock lease. He said we are waiting to hear back on specifics.

Committee Discussion –

Mr. Ridgway asked if this was a full conveyance.

Mr. Schaal said it would not include things like mineral or oil rights. It is not something we would be able to sell.

Mr. Wostmann asked why it was important to get the additional area marked in red.

Mr. Schaal said we knew the AJ dock was planning an expansion and those dolphins would fall outside their leased area, and because it kept it geometrically clean.

Mr. Wostmann asked if there is any likelihood of them reconsidering our ask and how will this proceed.

Mr. Schaal said it is hard to know. Staff has had to check in a few times to ensure someone has been assigned to our application and the process is in motion. We really do not know how long it will take and it has been slow hearing back from them.

Mr. Uchytel said we believe the area DNR will convey will meet the needs for the Franklin Dock expansion.

Mr. Wostmann asked if we addressed the reasons why we wanted the additional area or is this something we need to add to our request.

Mr. Uchytel said we made it very clear and had encouragement from the City Manager's level to ask for more.

Mr. Ridgway asked if this tideland lease would provide income.

Mr. Schaal said yes, and Mr. Uchytel said we expedited the appraisal process. He says based on the proposed expansion there would be a \$125,000 increase of lease rent for the dock. He said it was significant.

Public Comment – None

6. CY2021 Cruise Ship Prospects

Kirby Day, TBMP, Princess Cruise

Mr. Day said Cruise Line International Association (CLIA) is working with the cruise lines and our delegation are working with the administration, Canada, and Transport Canada. He said one of the things being worked on is trying to find a way forward, whether this is a waiver for the Passenger Vessel Services Act, which is part of the Jones act, or whether its relief from the Canadian side in terms of their ports being closed. He said delegation is currently working on those things.

Mr. Uchytel said the season is looking poor and the cruise lines are struggling to get the guidance they need for the conditional sailing order. He said there are four levels of startup. He said the good news is the Alaska Delegation is engaged in trying to ascertain a work around to Canada's position of extending their no sail order until March of 2022.

Mr. Uchytel said the small cruise ships unaffected by these orders with under 100 passengers are able to still cruise. He said Uncruise is starting their first cruise in April and their first Juneau Port of Call will be in May. He said he can report the Canadian No Sail order expires February 28th and there is still some hope even though they intend to extend it until next year.

Mr. Uchytel said the Juneau staff has reached out to all points of contact to let various people know Juneau is open in a hope to host vessels such as Navy in the absence of Cruise Ships, and any of our long time and regular users

Committee Discussion –

Ms. Smith asked if there was any notice of increase of small cruise ship arrivals.

Mr. Uchytel said staff has been working with Travel Juneau to develop a pamphlet for outreach and to advertise in the lower 48, Juneau is open for business and have created some hashtags to express Juneau is open.

Mr. Creswell said he and Mary Wolf met with Liz Perry of Travel Juneau to discuss our needs and wants of marketing Juneau a little more aggressively to a crowd we already serve and to get the word out, Juneau and Alaska are open. He said he wrote up a synopsis of each reservation facility and what the docks have to offer with pictures. He said Ms. Perry is working on a single page marketing material, while Mary is working on a list of contacts to figure out the best way to hand information out to yacht clubs down south and our current yacht customers.

Mr. Larkin said we should have a discussion regarding long range ideas in the event we do not have cruise ships this year and next. He said topics should be discussed such as maintenance plans so the docks are ready to open when it is time.

Mr. Ridgway asked if this advertising was endorsed and supported by the City.

Mr. Creswell said anyone who travels in or out of Alaska still has to follow the direction passed by the Assembly, which is still in effect regardless of who else relaxed their requirements.

Public Comment – None

7. Downtown Parking Availability

Mr. Uchytel said the topic of downtown parking was brought forward by the Board at the last meeting. Mr. Uchytel said the topic of local only parking was a concern so staff compiled a list of the public parking available. He said the Marine Parking garage has 288 stalls available and is 300 feet from the Alaska Steamship Dock. He said the Taku Lot, has 70 spots, where approximately half are managed through the Docks with a parking meter, and the other half are managed by the Taku Smokeries and Twisted fish for their patrons leaving about 35 spaces close to the Cruise Terminal Dock, 430 feet away.

Mr. Uchytel said the newest downtown parking garage has 207 parking spaces and is a distance of 1060 feet to the Alaska Steamship Dock, and 2080 feet to the Cruise Terminal.

Mr. Uchytel said this information was compiled for the Board to decide if nearly 550 parking spaces within nearly 1000 feet are adequate or where does the Board see other opportunities to have parking spaces along the dock.

Committee Discussion –

Ms. Smith said she does not know the needs of others but she knows her needs are to get in, pick up people close as possible, and to get out.

Mr. Wostmann said his vision is not a parking place, but a loading space as close as possible to the docks.

Mr. Houck said staff of Docks & Harbors are not overzealous in their enforcement of the parking regulations except when civilians come into lots and cause problems to which they respond quickly and apply leverage as needed. He said they are very reasonable and generally only approach cars in the lot seeking the goal of the visit and resources to guide them. He said he has never seen a ticket actually written but he is sure it is done when needed.

Mr. Creswell said our staff is there to assist people with needs. He said there are two paid handicap spaces and if a person parks and loads without leaving their vehicle they

will not be ticketed or approached. He said our staff works to assist people to access the waterfront and not block them out.

Public Comment – None

X. Staff and Member Reports.

Mr. Creswell said after the interview process the Deputy Harbormaster position has been offered to Jeremy Norbryhn. He said Mr. Norbryhn comes to us from the Alaska State Troopers and spent time working on the Enforcer and we are looking forward to his arrival on March 1st.

Mr. Schaal said the dredging in Harris Harbor is done and Western Marine Construction will come through to wash the mud off the docks. He said Statter Harbor piling installation for the Passenger for Hire Docks has been slowed by the cold temperatures and machinery breakages.

XI. Committee Administrative Matters

1. Next Operations/Planning Committee Meeting – Wednesday, March 17th, 2021

XII. Adjournment at 8:03 p.m.

Respectfully Submitted by: Ashley Bruce