

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING AGENDA

For Wednesday, July 22nd, 2020

Following 5:00 pm Special Board Meeting

I. Call to Order (following Special Board Meeting at the Port Director's Office)

Join Zoom Meeting

<https://juneau.zoom.us/j/95049645196?pwd=bnErVGJOOTJ3SENjZnIwbG5BTFRwZz09>

or via phone 253 215 8782

Meeting ID: 950 4964 5196

Password: 018880

II. Roll Call (James Becker, Chris Dimond, Don Etheridge, Steve Guignon, James Houck, David Larkin, Annette Smith, Bob Wostmann and Mark Ridgway).

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 Wednesday, June 17th, 2020 Operations/Planning Meetings Minutes

VI. Consent Agenda - None

VII. Unfinished Business

1. Board Resolution for Security Cameras in Harbor Facilities
Presentation by the Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TBD

VIII. New Business - None

IX. Items for Information/Discussion

1. FY2020 Budget Update
Presentation by the Administrative Officer

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Committee Discussion/Public Comment

2. Small Cruise Ship Infrastructure Master Plan
Presentation by the Port Engineer

Committee Discussion/Public Comment

3. Visitor Industry Task Force
Presentation by the Port Engineer

Committee Discussion/Public Comment

X. Staff & Member Reports

XI. Committee Administrative Matters

1. Next Operations/Planning Committee Meeting- **Wednesday, August 19th, 2020.**

XII. Adjournment

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OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, June 17th, 2020

I. Call to Order Mr. Ridgway called the meeting to order at 5:00 p.m. in cloud conferencing. The call in information was 713-2140, PID# 370829, others were present at the Port Office.

II. Roll Call

The following members were present: Jim Becker, Chris Dimond, Don Etheridge(in person), Steve Guignon, Budd Simpson, Annette Smith, and Mark Ridgway(in person).

Absent: James Houck and Bob Wostmann

Also present at the Port Directors Conference room: Carl Uchytel – Port Director, Erich Schaal – Port Engineer, Matthew Creswell –Harbormaster, and Teena Larson – Administrative Officer.

III. Approval of Agenda

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

Motion approved

IV. Public Participation on Non-Agenda Items - None

V. Approval of Wednesday, May 20th, 2020 Operations/Planning Meeting Minutes

Minutes of May 20th, 2020 were approved as presented.

VI. Consent Agenda – None.

VII. Unfinished Business –

1. Visitor Industry Task Force – Final Draft Report

Mr. Ridgway asked if members of the Committee had time to review the Draft report? On page 12 in the packet is a memo dated April 27th, 2020 regarding the Draft Task Force recommendations. The basic note is the CBJ seeks a healthy and vibrant tourism sector generating business opportunities and employment for Juneau citizens, protecting Juneau’s heritage and cultural values and its natural resources, and making a positive contribution to the community’s quality of life. The Visitor Industry Task Force met and came up with recommendation on page 14 in the packet. If any of the Committee members have suggestions for changes to send to Mr. Uchytel so he can pass on to the Assembly.

Mr. Uchytel said the report is a draft. CBJ staff helped write the report and delivered it to the Mayor. The expectation is that the Mayor will take it to the full Assembly later this fall. At that time, the Assembly would tease through the recommendations and there would be an opportunity to make a recommendation for changes.

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Mr. Ridgway said as a Committee we should try to talk in unison on the draft report. He asked Mr. Uchytel if the Committee members should send comments as individuals or as a group?

Mr. Uchytel said at the last Board meeting, he provided an overview of the draft report and it was recommended to bring back to the next Operations Committee. He said there can be a sub-committee set up or the Committee can direct staff to come up with recommendations.

Committee Questions

Mr Ridgway asked what is the timeline for comments?

Mr. Uchytel said because of COVID, the timeline has changed. Originally, the Mayor wanted to implement something this season. The Charter was set up in October and they were to provide a recommendation to the Mayor in February, but the draft report wasn't completed until April. He is unsure now when the Assembly will even look at the draft report. He said Mr. Kirby Day is online and might have some insight. He said the whole reason this Task Force was set up was because of the rapid increase in tourism. Now, Juneau is not going to see the 1.4M passengers and no one knows how many passengers there will be.

Mr. Ridgway asked Mr. Day the timeline to effectively comment on the draft report?

Mr. Day said Juneau is down to receiving maybe 40,000 cruise passengers this summer and given the Assembly addressing several other pressing issues currently there is not a big rush. He recommended the Board provide suggestions to the Assembly and the Chair of the Task Force by the first of September or Mr. Uchytel could check with the Mayor or the Chair of the Task Force to see when they would like the comments.

Mr. Ridgway asked Mr. Uchytel to collect comments from the Committee and bring back to the next Operations meeting. This will give the Committee a month to review the draft report.

Mr. Etheridge recommended setting up a sub-committee. The Committee members can submit comments to the sub-committee and the sub-committee can work with staff to come up with ideas. He said he believes there will be more committee comments received through a sub-committee process.

Commenting on the Visitor Industry Task Force report Sub-Committee Member
Volunteers.

Mr. Ridgway

Mr. Etheridge - Chair

Mr. Dimond

Mr. Ridgway recommended for the sub-committee to meet in the next two weeks. This is an important document and touches the community in different ways. Please send all comments to Mr. Etheridge and cc the other two sub-committee members.

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Mr. Uchytel said the sub-committee's lapse at the end of the Board year. He recommended waiting to move forward with the sub-committee until after July 1st.

Mr. Ridgway suggested to wait on setting up the sub-committee, but still review the draft report and make comments ready to send after July 1st.

Public Comment- None

Committee Discussion/Action

No Motion

2. COVID Related Board Motions Expiring June 30th, 2020

Mr. Uchytel said on page 26 in the packet is a memo to the Board. In late April at a Special Board meeting there were five motions intended to help those impacted by the COVID pandemic. Two of the five have already been acted on and were not date specific. One was the vendor booth permit refunds and the other was 1st nights moorage reservation refunds. He is asking the Committee what they want to do with the other three motions. One was directing the Port Director to suspend impound of vessels as it applies to live-aboard patrons experiencing financial hardship related to the COVID-19, the second one was to extend payments of moorage fees to keep patrons in good standing, and the third was to apply monthly charges to the patrons that were acquiring daily fees due to financial hardship regardless if they met the requirements for monthly moorage. These three items will expire at the end of the month unless the Committee sees a need to extend past June 30th.

Committee Questions

Mr. Etheridge asked if any of the motions have been used?

Mr. Creswell said he has only received one request for fee relief and he explained that this is not waiving a fee but working out a payment plan.

Mr. Ridgway recommended to eliminate the motions if they have not been used.

Mr. Etheridge agreed if they are not being used to eliminate.

Mr. Ridgway asked if Mr. Creswell has the ability to work with patrons if they need assistance.

Mr. Creswell said yes he does.

Public Comment - None

Committee Discussion/Action

MOTION By MR. ETHERIDGE: MOVE TO ALLOW THE MOTIONS IN THE PACKET TO EXPIRE ON JUNE 30TH, 2020 AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

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3. Permit Adjustment – Loading Permits (05 CBJAC 10.060)

Mr. Uchytal said the Board has considered this item in the past couple months. It is still unknown how many, if any cruise passengers will come to Juneau this summer. This permit is for the coach busses. The current fee is \$400 per company and \$9 per seat fee. There is some interest from the tourism industry in running some business this season. What would be a fair and reasonable rate for the use of Docks & Harbors facilities for this season?

Committee Questions

Mr. Etheridge asked if this was for the 40,000 potential cruise ship passengers?

Mr. Uchytal said he has no real good insight on what the need for this permit is but he brought it to the Committee for Industry to speak about their need.

Mr. Ridgway asked if staff can recommend an interim fee for this season?

Mr. Uchytal said there is no real recommendation other than we believe a permit needs to be issued for liability. The options staff discussed are

- issue a \$1 permit
- pay the company fee and not the seat fee
- pay the seat fee and not the company fee
- come up with a pro-rated fee based on what a full year capacity was

Public Comment

Mr. Kirby Day, Juneau, AK

Mr. Day said he would like the Committee to consider the impacts the lack of tourism has done to businesses. He said about 90% of the potential 40,000 passengers are based on whether the NCL ships will be able to operate in September. The smaller ships may produce 5,000 passengers. He said from a TBMP standpoint for operators who may want to operate he suggests to find the lowest fee possible. Regardless if the operators operate this summer, the revenue will not cover the expense they've had in the last four months. They will still need to sign up for TBMP to be allowed to get a permit and they all know that.

Ms. Alison Jacobson, Haines, AK

Ms. Jacobson said she has been operating for the last 30 years running between Haines, Skagway, and Juneau. Her boat is called the Fjordland and they also have a bus in Juneau as well. She said when they are operating, they are operating one trip a day from Haines to Skagway and Juneau. The majority of her passengers are off the highway. She said currently they are not operating, but they did do some charters to Excursion Inlet to take some seafood worker's out for Ocean Beauty. She said really their season is non-existent unless they open the border. There may be some people fly into Juneau that would want to go to Haines and Skagway but because it is so minimal they are unsure if they will be able to operate this season. They have already paid expenses for the season so any way to keep the permit fees down would be greatly appreciated. She suggested a per passenger fee that could be paid at the end of the season after they see if they get any passenger. There are a lot of unknowns still at this point.

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Committee Discussion/Action

Ms. Smith said she likes the idea of charging a per head fee. However, because it will be so minimal will it cost more to track this than it is worth.

Mr. Uchytel said we still need to permit this. There is staff involved with issuing a permit and there is not that many providers so this will not be a hardship for staff.

Ms. Smith asked if we can set the fee on how much time it will take to process the permit.

Ms. Larson said everything is already in place and would be easy to move forward with issuing a permit.

MOTION By MR. ETHERIDGE: MOVE TO CHARGE \$5 PER LOADING ZONE PERMIT FOR THE 2020 SEASON AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

4. Permit Adjustment – Passenger-for-Hire Fee (05 CBJAC 20.080)

Mr. Uchytel said these are vessel permits that primarily use Statter Harbor. There are the Adventure Bound and Captain Cook that operate downtown but this year they are operating off the Goldbelt dock. There is a fee per vessel and per person. The inspected vessel fee is \$500 per vessel and approximatey \$1.50 per head. He is unsure of the interest for operating this season in Statter Harbor.

Committee Questions

Mr. Etheridge asked if the Adventure Bound and Captain Cook were the only boats operating?

Mr. Creswell said Ms. Jacobson with Alaska Fjordland has done some essential worker transport and Harv and Marv's have done small whale watching excursions and he told them that the Committee was going to review the permit fees and he would get back to them when there was a decision. There is a need for the permit but it is minimal use.

Mr. Ridgway asked if they get to use our facilities under this permit?

Mr. Uchytel said this permit is really for commercial use of our facilities. Most of the vessels also stay in our harbor and pay a moorage fee as well.

Mr. Ridgway asked Ms. Larson if this would require minimal work to issue a permit?

Ms. Larson said everything is in place to be able to issue the permits pretty quickly. The typical issue is collecting the self reporting passenger fees and with not as many people she said she does not see a problem.

Mr. Ridgway asked if a permit would need to be issued for liability?

Mr. Uchytel said yes and it is also good to know who is operating commercially in our harbors.

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Public Comment-

Mr. Kirby Day – on behalf of TBMP members. He said Ms. Jacobson’s company not only provides a great tourist experience but also brings economic benefits to Juneau. He again encourages the Committee to be lenient with these fees. He recommended to have a one fee for the vessel and the bus.

Committee Action/Discussion -None

MOTION By MR. ETHERIDGE: MOVE TO CHARGE \$100 FOR THE PASSENGER FOR HIRE PERMIT FOR THE 2020 SEASON AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

VIII. New Business

1. Board Resolution for Security Cameras in Harbor Facilities

Mr. Uchytel said at the last Board meeting Snowcloud representatives spoke about security cameras in the harbors. He said he put together this draft resolution from what he believes the Board wants regarding security cameras in the harbors. This document is good for staff to be able to relay to patrons that this is what the harbors is going to do and what we recommend the patron does.

Committee Questions –

Ms. Smith said she just returned from Hoonah and asked if anyone has talked to the Hoonah harbor department about their security system and see if their system is feasible for Juneau harbors.

Mr. Uchytel said staff has not consulted with Hoonah and he said he does not know what system they have.

Mr. Ridgway said this is a working draft document for committee members to comment on.

Public Comment –

Mr. Dennis Watson said Juneau is blessed with 24 hour access to all the harbors including the people that are not honest. Currently the harbors has limited security cameras. He talked about the time the car was set on fire in the Statter Harbor parking lot and his car was next to it and ended up having \$2,000 in damage. The security camera had enough footage to catch the individual that started the fire. He also talked about one of his employees that had his truck vandalized five times until there was nothing left in his vehicle to steal. He said Juneau harbors should be looking at enhancing the security system that is currently in place. It would be time consuming to look at the camera footage but it is not cheap to own a boat and not cheap to moor in the harbors.

Committee Discussion/Action

Mr. Simpson said he thinks this draft resolutions suggestive policy is reflective of what

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was discussed by the Board. Which is a combination of our facilities increased security to some reasonable extent and then encouraging individuals to do the same. He thought some of the “where as” clauses came across negatively. If this document was moved forward, he would recommend striking the third, fifth and sixth “where as” clauses which would make it read better.

Mr. Etheridge said he agrees there can be changes made to the draft resolution, however, he is in the harbors every night and with the amount of people coming in and out of the harbors, how do you know which person robbed what boat? Unless there is video footage of an individual on a boat being robbed, it doesn't do you any good. It makes people feel more comfortable to have cameras but it doesn't always catch someone. If the Board does decide on cameras, it needs to be equally throughout the harbors.

Mr. Ridgway said he believes the intent of this draft resolution is saying that cameras for the harbors to purchase is too expensive and the harbors will do other things to encourage individual patrons to invest in their own camera systems. The main focus of this resolution is to say the harbors will focus on getting the internet service but not purchase a camera system.

Mr. Etheridge commented that there may be push back with installing a camera system on the docks because patrons have indicated that would be invading their privacy. There is support for having cameras at the top of the ramps and parking lots but not on the docks.

Ms. Smith commented that she doesn't want to exclude an opportunity for cameras if something comes available.

Mr. Etheridge said this is a resolution and it does not say that harbors can't install cameras. It is basically saying we don't have the money and we are not installing cameras at this time. Any resolution can be changed at anytime at one of our Board meetings.

Mr. Ridgway asked if staff has engaged AT&T or GCI about providing internet at the harbors?

Mr. Uchytel said when we were building Aurora Phase I, we approached GCI and ACS asking if they would bring hardwire internet to the floats and they would only install it if harbors paid them. The quote was six figures and staff said “no” but still wanted to have the wireless internet in the harbors.

Mr. Etheridge recommended to have the Committee members continue to make suggestion on changes to this draft resolution and bring back to the next Operations/Planning Committee meeting.

Mr. Ridgway said for the committee members to send comments to Mr. Uchytel and asked Mr. Uchytel to bring another draft back to the next Operations/Planning Committee meeting.

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NO MOTION

2. Clean Vessel Act (CVA) Grant Acceptance

Mr. Schaal said last year Mr Creswell applied for a Clean Vessel Act grant that was through Alaska Department of Fish & Game. This is money collected under the Dingle-Johnson Act. Harbors has been awarded the grant to improve the pump out facilities at Harris and Statter Harbors. The money would be used to make them year around pump outs. This item is asking the Committee to approve the acceptance of this 75/25 match grant and it will move to the Assembly level after approval by the Board. Fish & Game would provided \$75,000 and the harbors would provide \$25,000. This is tripling our money to improve both Harris and Statter harbor facilities with year around pump out which will improve our water quality and provide better services to our customers.

Committee Questions-

Mr. Ridgway asked if this improves our status under the Clean Harbors program?

Mr. Creswell said this is part of the Clean Harbors. Staff created a regulation saying a patron can not pump sewage into the harbors but at the same time there wasn't year around pump out in all of our harbors. This is another step toward better customer service and better facilities.

Ms. Smith asked if harbors has the \$25,000 match money?

Mr. Uchtyl said the next item on the agenda will talk about the funding aspect for this grant. He said bottom line is when harbors can triple our money it is a good use of funds. The pump out for Statter is already in a CIP so really it is moving \$15,000 into the Harris Harbor CIP for that pump out.

Public Comment – None

Committee Discussion/Action

MOTION By MR. ETHERIDGE: TO RECOMMEND THE ASSEMBLY ACCEPT \$75K CLEAN VESSEL ACT GRANT ADMINISTERED BY THE ALASKA DEPARTMENT OF FISH & GAME FOR SEWAGE PUMP OUT FACILITIES AT HARRIS AND STATTER HARBORS AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

3. Appropriation of funds required to match Clean Vessel Act Grant Acceptance

Mr. Schaal said the two projects are very similar but the work at Harris Harbor is larger in size. The Statter Harbor portion of our match is already included in the Statter Harbor Phase III(B) CIP. The Harris Harbor pump out does not have a CIP currently. The Harris pump out is more work to get the pipe to shore and a slightly larger amount for the total package. Staff is asking for \$15,000 match to fund the Harris Harbor pump out CIP to come from harbors funds and Fish & Game to supply \$60,000 to the CIP. The document that goes to the Assembly will ask for a \$90,000 appropriation because

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\$10,000 of the \$100,000 is already in the Statter Harbor CIP so the \$90,000 is \$75,000 from Fish & Game and \$15,000 from harbors funds.

Committee Questions - None

Public Comment- None

Committee Discussion/Action

MOTION By MR. ETHERIDGE: TO RECOMMEND THE ASSEMBLY APPROVE AN ORDINANCE APPROPRIATING THE SUM OF \$90,000 AS PARTIAL FUNDING FOR THE STATTER IMPROVEMENT-PHASE III CAPITAL IMPROVEMENT PROJECT AND THE HARRIS HARBOR PUMP OUT CAPITAL IMPROVEMENT PROJECT AND ASK UNANIMOUS CONSENT.

Motion passed with no objection

IX. Items for Information/Discussion

1. Budgetary Update

Ms. Larson said there was a memo sent out to all the Board members today with the updated budget numbers for Docks and Harbors as of June 15th. Starting with the Dock numbers, the projected revenues are \$1,520,500 and projected expense is \$1,316,900. This will increase Docks fund balance by \$203,600 giving Docks an ending fund balance of \$2,483,223. The Harbors projected revenue is \$4,425,900 and projected expense is \$3,982,300. This will increase Harbors fund balance by \$443,600. Harbors needs to have a reserve of \$749,500 so the ending available fund balance is \$258,465.

Committee Discussion/Public Comment –

Mr. Ridgway asked about the debt service for the cruise ship dock.

Mr. Uchytel said that comes out of the Port Development fund which is managed by the Finance Director.

Mr. Ridgway asked for another update at the August Operations/Planning meeting.

Public Comment -

Mr. Dennis Watson

Mr. Watson asked if there was going to be adequate funds to do the projects Harbors has already approved for FY21?

Mr. Uchytel said the CIP Harbor projects are the Zinc Anodes for Harris Harbor and the North end of Aurora Harbor which currently has \$2M funds. The Statter Harbor phase III(B) project is funded with Docks head tax money. No projects are in jeopardy of not being funded.

2. Finance Sub-Committee Meeting Plans

Mr. Uchytel said Mr. Wostmann asked to have this item on the agenda to see if the Finance Sub-Committee needed to meet based on the budget. With Mr. Wostmann not in

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attendance tonight Mr. Uchytel recommended to add this item to the Board meeting next week.

Committee Discussion/Public Comment

Mr. Etheridge agreed to add this item to the Board meeting agenda next week.

3. American Association of Port Authorities (AAPA) Membership

Mr. Uchytel said AAPA is a national organization of ports. Docks & Harbors became members a couple of years ago as an associate member with a \$1,500 membership fee. If we wanted to continue our membership with AAPA the membership rate will increase to nearly \$10,000. Next week the CEO of AAPA will address the Board and answer questions on the benefits of this membership. He is allowing the CEO to market or sell the AAPA membership to the Board.

Committee Discussion/Public Comment –

Mr. Ridgway asked what Mr. Uchytel sees as the primary benefit for being a member of this organization?

Mr. Uchytel said having someone in D.C. advocating on our behalf.

Mr. Ridgway asked if the representation is a lobbying arm of the association?

Mr. Uchytel said what they would be doing now is advocating on behalf of all public ports on COVID relief funding. There is also other outreach where they provide training opportunities in person and online.

Mr. Etheridge asked if the fee would come out of the Docks budget?

Mr. Uchytel said staff split the fee between Docks and Harbors in the past but we could pay with only Docks funds.

Ms. Smith said she didn't get a good sense of what Docks & Harbors past membership over the past couple of years has gotten us and are there multiple ports in Alaska that are members that we could combine a membership with?

Mr. Uchytel said the Port of Anchorage is a member but he does not see how that would work. He said some of the benefits from being a member is the networking opportunities. He has recently been sitting in on COVID related seminars.

Public Comment

Mr. Dennis Watson

Mr. Watson said he finds AAPA rather insensitive raising the membership rate to \$10,000 with what Docks and Harbors has been faced with. He would like to know the justification for the increase. This is poor timing and reflects insensitivity to the issues the Harbors is having to deal with.

Mr. Uchytel said when there is a new port joining, they can join as a full fledged member or an associate member at a much lower rate. A full fledged member is at a much higher rate and you can only be an associate member for a couple of years.

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Mr. Watson asked if being an associate member is that you don't have a vote at the table.

Mr. Uchytel said he is not sure of all the benefits for being a full fledged member.

X. Staff and Member Reports.

Mr. Creswell reported;

- The Lumberman clean up is going exceptionally well. The crew has done an amazing job with trash removal. He said he had the Coast Guard come on the boat last week to do a walk through and he said he is waiting on next steps forward.
- There was a technician here yesterday and today for the Sea Lift. That machine is now back operational and moved two boats yesterday.
- There has been an increase in reservations and interest from the yachting community in the past few days. There are boats arriving and more boats coming. He said he talked to one yacht today that had their own testing center on the boat.
- There will be staff going to Taku Harbor tomorrow for our annual clean up and brush cutting around the dock.

Mr. Uchytel reported;

- Next week PND Engineers will roll out the Small Cruise Ship master plan at the Board meeting via Zoom. All Board members should be prepared to Zoom for interaction.
- The four proposals for the electrification study was scored and Haight & Associates was selected.

XI. Committee Administrative Matters

1. Next Operations/Planning Committee Meeting – Wednesday, July 22nd, 2020.

XII. Adjournment at 6:56 p.m.

Docks & Harbors Board
Policy Resolution
Use of Security Cameras in Small Boat Harbor

Whereas, the Docks & Harbors Board has received appeals from harbor patrons to improve the safety and security of Docks & Harbors facilities including floats, launch ramps and parking lots; and,

Whereas, patrons have requested Harbor Enterprise funds be allocated to install security cameras throughout the small boat harbors and launch ramp facilities; and,

Whereas, as an Enterprise operations, Docks & Harbors fiduciary responsibility is to collect revenue, balance expenditures and pursue grant opportunities to manage and recapitalize without burdening the City & Borough of Juneau sales tax and property tax bases; and,

Whereas, Docks & Harbors has successfully secured federal and state grant money to invest in robust security cameras along the Port of Juneau's Seawalk and for new construction of the Statter Harbor Launch Ramp, respectively; and,

Whereas, the Port Director is unaware of any known source of grant money to purchase security cameras to be retrofitted at existing small boat harbors, existing launch ramps or existing parking lots under Docks & Harbors management; and,

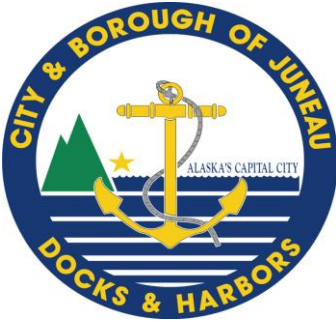
Whereas, Docks & Harbors staff cannot recall a single instance in the past 5 years where collection of security camera video led to a conviction of any crime along the downtown waterfront or Statter Harbor Launch Ramp; and,

Whereas, local commercial internet providers have suggested at a Docks & Harbors Board meeting that the technology exists in each of the small boat harbors for individual boat owners to install remote monitoring security cameras which may provide the granularity to collect video to effectively thwart criminal misconnect; and,

Whereas, Docks & Harbors intends to systematically improve the collection of security video through the installation of cameras at each gangway at all small boat harbors, as funds reasonably allow.

Therefore, it the policy of the Docks & Harbors Board to

- a) Encourage small boat harbor patrons to contract with local internet or security businesses to provide a level of monitoring suitable for each individual vessel owner's security concerns with an understanding Docks & Harbors shall pursue monitoring along the each uplands entrance leading to small boat harbor floats.
- b) Look for opportunities to co-operate with local private sector internet providers to permit access to Docks & Harbors property and facilities to encourage and enable full coverage of all small boat harbors with sufficient bandwidth to allow effective remote monitoring of boat owner's vessels.



Port of Juneau

From: Teena Larson
To: Docks & Harbors Board
Via: Docks & Harbors Operations Committee
Date: July 17th, 2020
Re: FY20 Docks and Harbors budget update

The FY20 Docks and Harbors estimated budget numbers have been updated as of July 17th 2020.

FY20 Docks Updated numbers –

Actual Revenues - \$1,142,000
Other Financing Sources - \$378,500
Projected Expense – (\$1,337,881)

Increase in FB **\$217,543**
Beginning FB \$2,279,623
Ending Avail FB \$2,497,166

FY20 Harbors Updated numbers-

Projected Revenues - \$4,232,886
Projected Expenditures – (\$3,148,935)
Transfer to Capital Proj. - (\$140,000)
Debt Service – (738,100)
Other financing uses – (\$60,000)

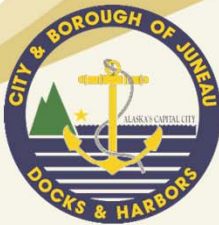
Increase in FB - **\$285,711**
Beginning FB – \$564,365
Ending FB - \$850,076

Less Reserve (\$749,500)
Ending Avail FB \$100,576

#

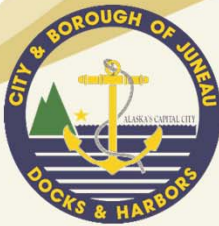
Small Cruise Ship Infrastructure Master Planning Update

Presentation by Erich Schaal, P.E. Port Engineer
Dick Somerville, P.E. PND Engineers



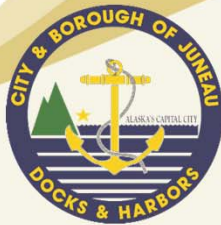
Request for Proposals Recap

- November 2018 - Request for proposal was advertised
- February 2019 - PND Engineers was selected (only proposer)



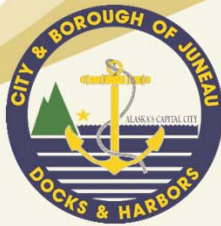
Project Team

- PND Engineers – Project Lead, Marine Design
- McDowell Group – Market and Economic Analysis
- Corvus Design – Facility Inventory and Planning Documents
- Marine Exchange of Alaska – Vessel Traffic and Nav Assessment
- NorthWind Architects – Renderings and Graphics



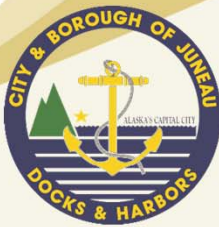
Project Outcomes

- Identify small cruise ship forecast and market trends
- Evaluate opportunities for infrastructure investment
- Develop cost estimates and infrastructure options through schematic design
- Produce a master plan document to guide D&H for the next decade



Project Schedule/Milestones

- July 2019 – Facility Inventory field work began
- February 2020 – The Market Assessment and Economic Analysis completed
 - D&H reservations and fleet data was compiled to identify unmet capacity and identify facility size requirement
- March 2020 – Top site schematics began
- June 2020 – Top site schematic results shared
- July thru Sept 2020 – Public Involvement
- Oct thru Nov 2020 – Draft Final Master Plan Creation



Project Deliverables

- Borough wide review and Facility Inventory site visits
- Site Capability Matrix
- Market Assessment and Economic Analysis
- Top locations for possible development
- Provide Juneau Small Cruise Ship Master Plan 2020 Document

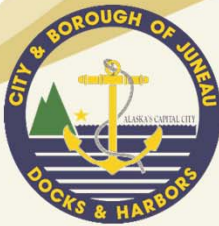
LEGEND		REGULATORY	BIOPHYSICAL	TRANSPORTATION	UTILITIES										
	Compatible/no or limited issues														
	Some concerns that need to be addressed/resolved/above average costs														
	Incompatible/significant concerns/high costs														
	Not applicable/not present														
S	Can be overcome/resolved with higher than typical costs														
	Sites with highest compatibility														
PROPOSED SITE		Allowable Zoning	Environmental Permitting	Reaches to Sensitive Area/ Environmental Concerns	Low Slope Site	Acceptable Wood/Cement Exposure	Geotechnical Site Stability	Required Deep Water Access	Neighborhood Character	Road Service	Existing Coach Transportation	Pedestrian Service	Electrical Service	Server Service	Water Service
1 Little Rock Dump															
2 National Guard Dock															
3 Intermediate Vessel Float															
4 Inside Cruise Ship Terminal															
5 Fort Field Office															
6 Seadrome Dock															
7 NOAA/NDF&G Dock															
8 Gold Creek/Subport															
9 Harris Harbor															
10 Aurora Harbor															
11 Norway Point															
12 Douglas Harbor															
13 Auke Bay Marine Station															

LEGEND		SITE		COSTS	VISITOR EXPERIENCE							
	Compatible/no or limited issues											
	Some concerns that need to be addressed/resolved/above average costs											
	Incompatible/significant concerns/high costs											
	Not applicable/not present											
S	Can be overcome/resolved with higher than typical costs											
	Sites with highest compatibility											
PROPOSED SITE		Availability of Resident Land	No Safety Operations Concerns	Compatible/Usable Existing Infrastructure/Existing Utility Facilities	Compatible to Adjacent Uses	Site Upland Costs	Marine Facility Costs	Existing Docks	Alignment to Maritime (Bills of Lading)	Located Near Businesses (Bills of Lading)	Positive Site Experience	Area is Not Contested
1 Little Rock Dump												
2 National Guard Dock												
3 Intermediate Vessel Float												
4 Inside Cruise Ship Terminal												
5 Fort Field Office												
6 Seadrome Dock												
7 NOAA/NDF&G Dock												
8 Gold Creek/Subport												
9 Harris Harbor												
10 Aurora Harbor												
11 Norway Point												
12 Douglas Harbor												
13 Auke Bay Marine Station												



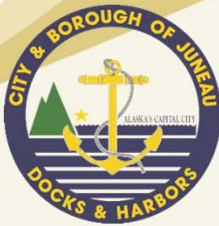
Site Development - Key Findings from the Market Study & D&H Data Base

- The McDowell Market Study revealed that the small cruise lines prefer to be located in the central downtown waterfront. Their reasons are proximity to services, shopping, amenities, hotels, bars, restaurants, general convenience & walkability throughout downtown.
- D&H assessed its past reservations, fleet data base & projected itineraries and has estimated a need for 700 LF of new moorage capacity to service the demand without having to turn away vessels.

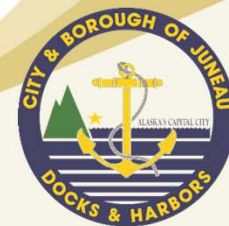


Top site locations assessed for possible development

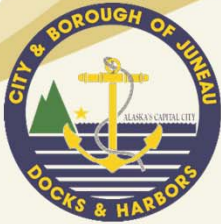
- Auke Bay (even though not downtown)
- Little Rock Dump
- Douglas Harbor
- Harris Harbor
- NCLH / USCG Support
- NOAA/Seadrome – emerging as D&H prelim. preferred site



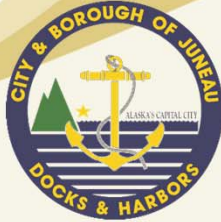
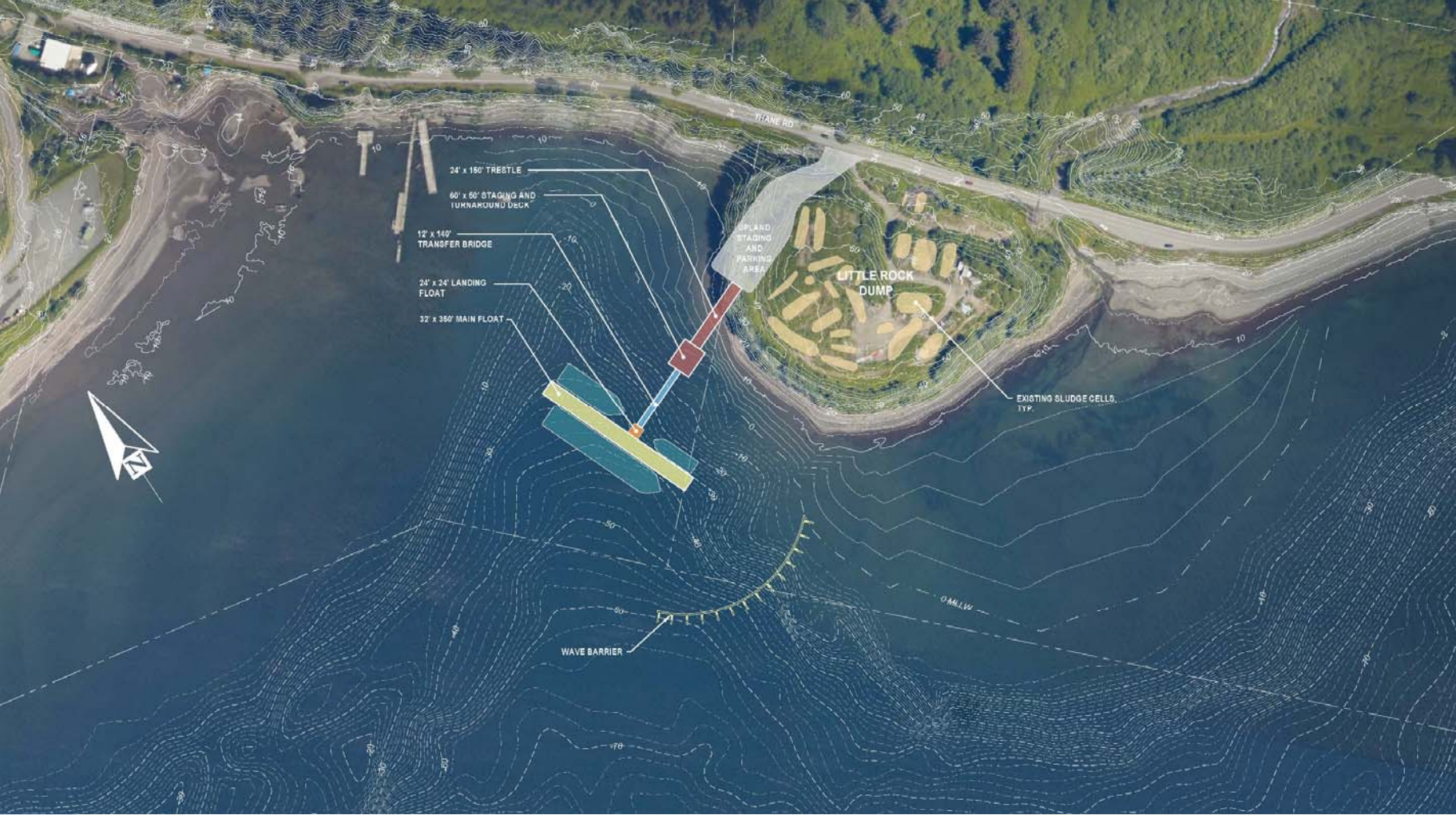
Auke Bay



Top Downtown Vicinity Sites



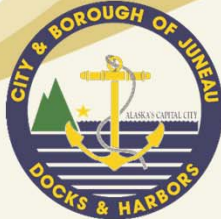
Little Rock Dump



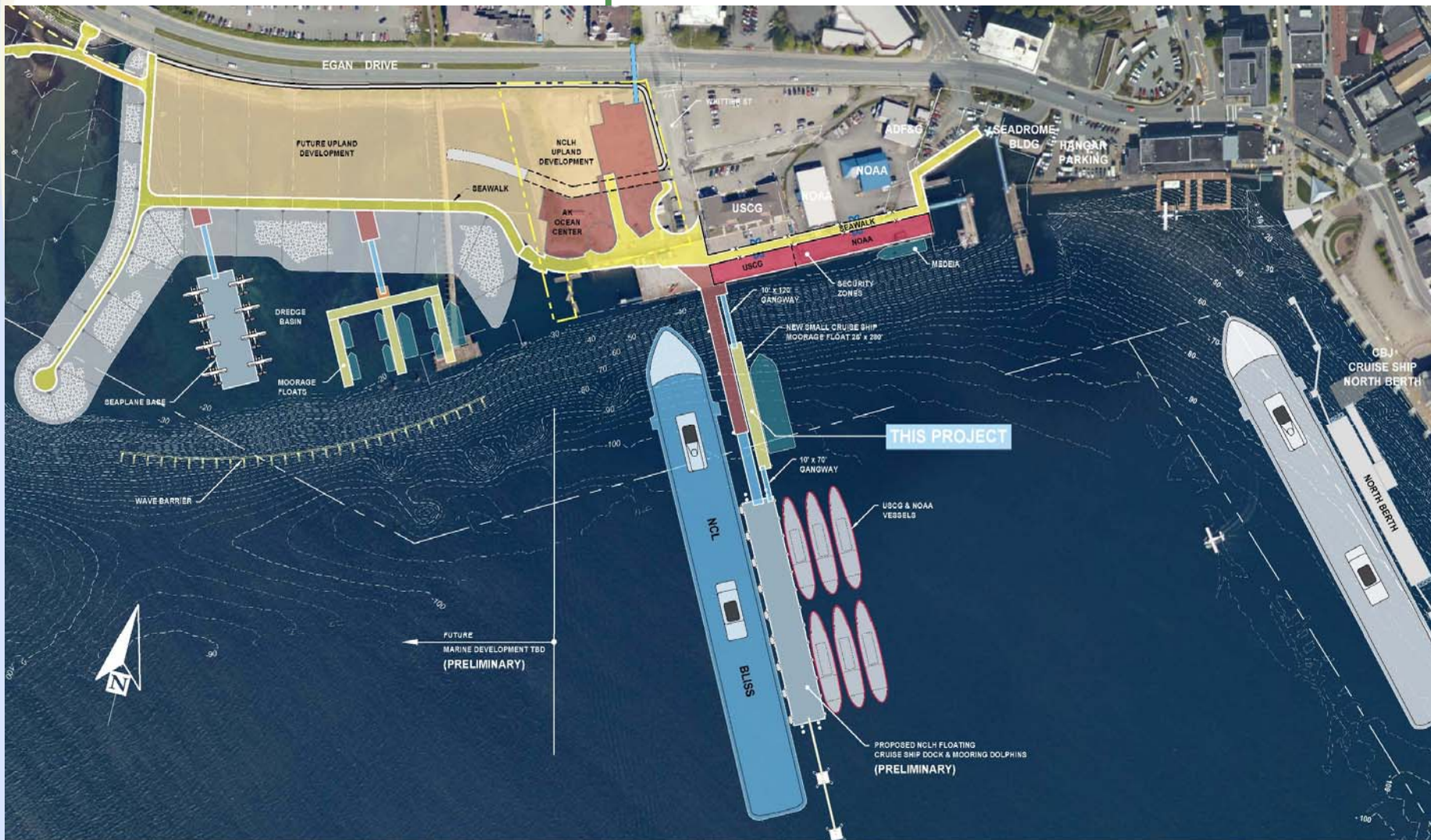
Douglas Harbor



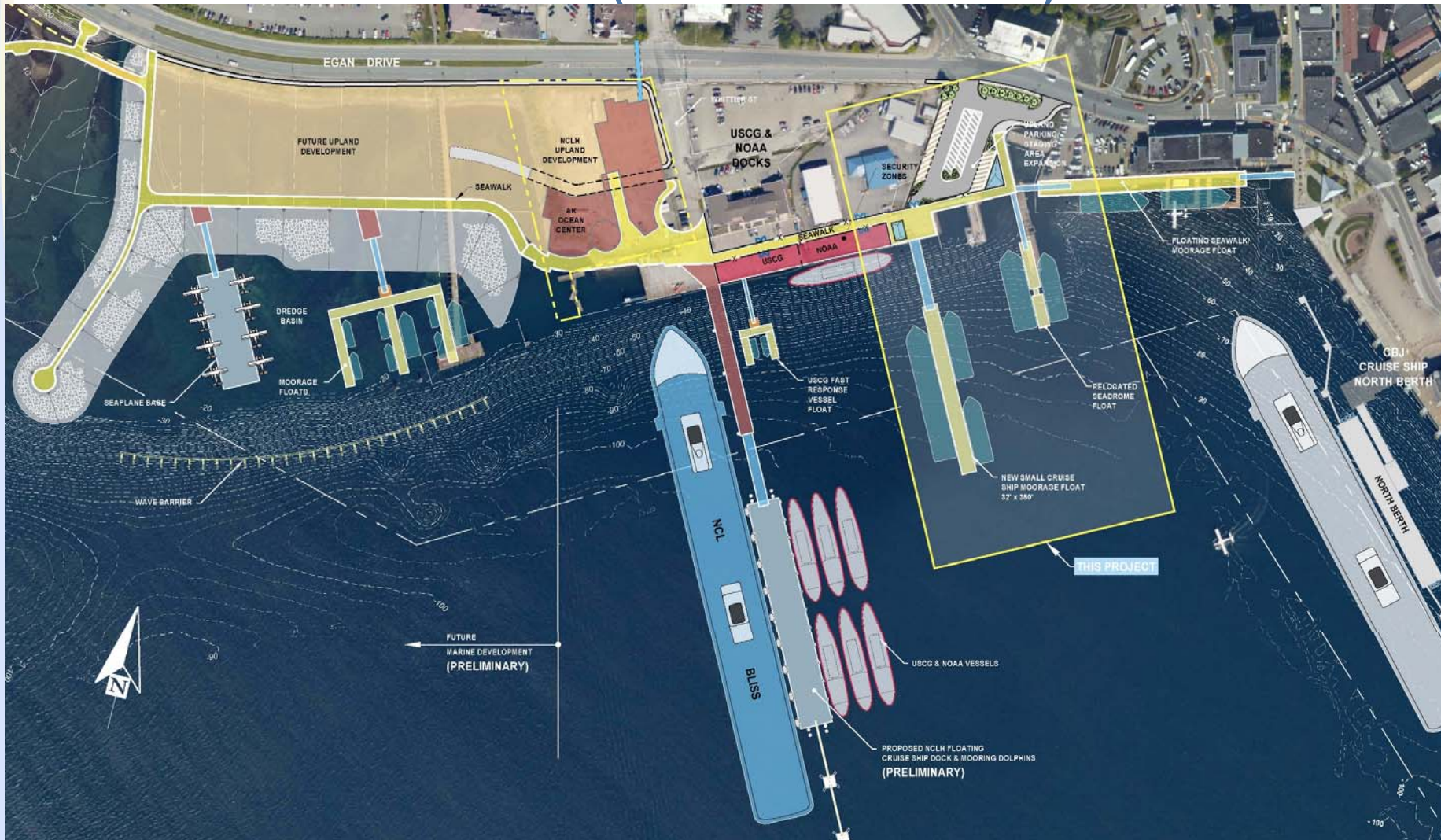
Harris Harbor



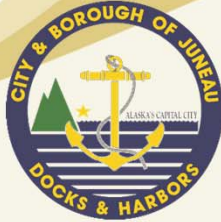
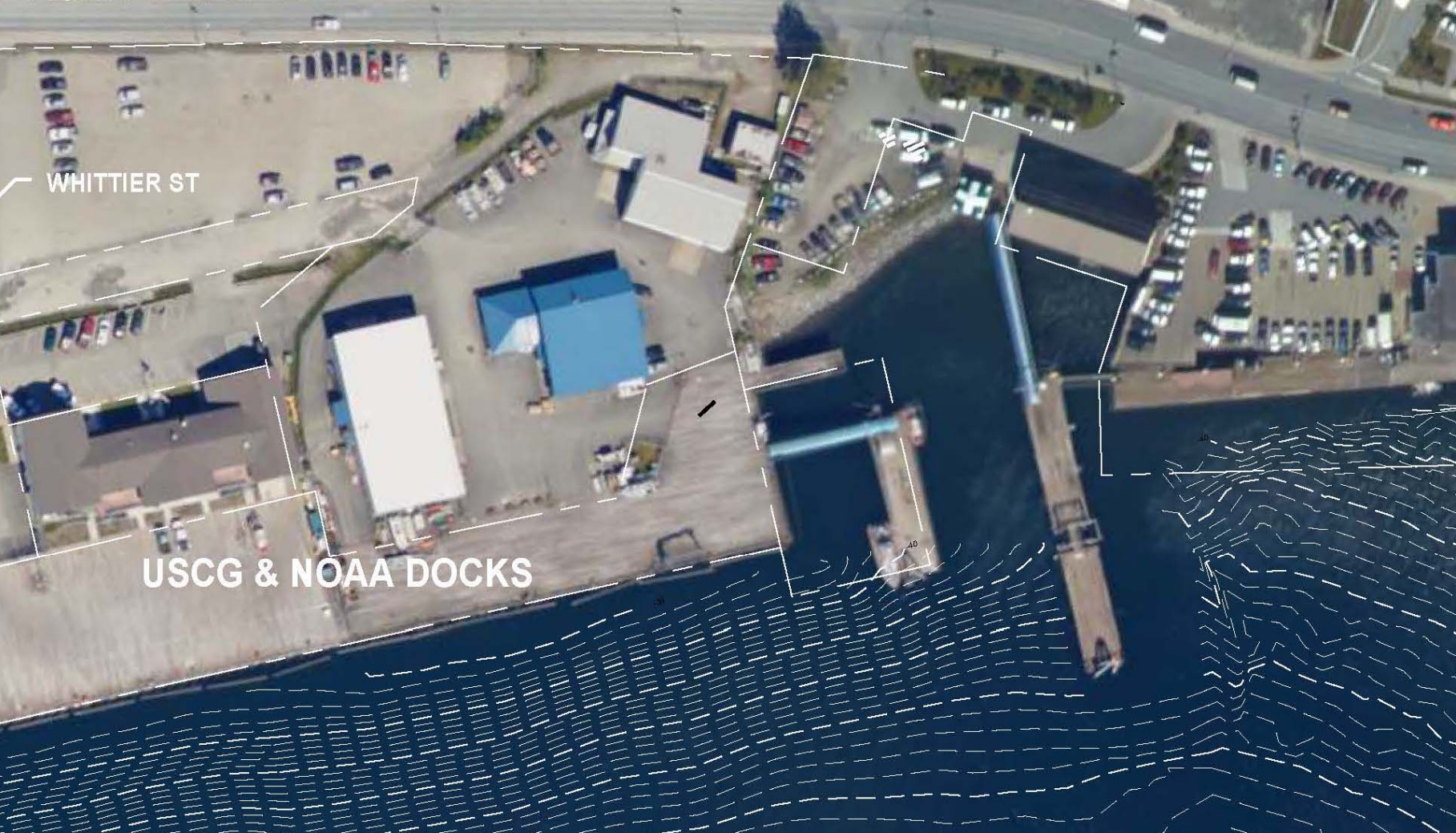
NCLH / USCG Support



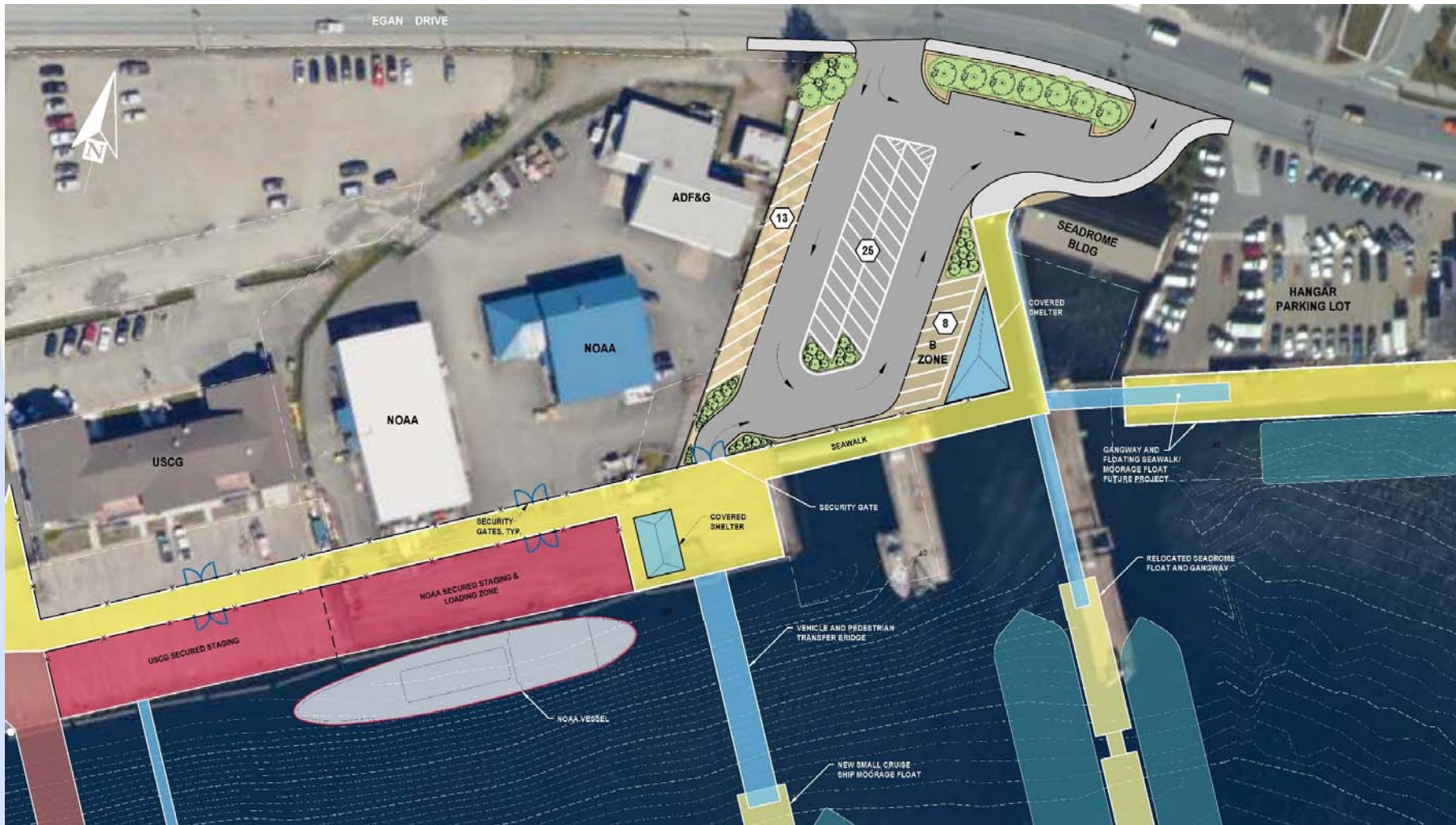
NOAA / Seadrome (Prelim. Preferred Plan)



NOAA / Seadrome Existing Uplands

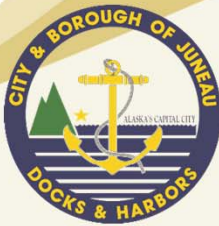


NOAA / Seadrome Developed Uplands



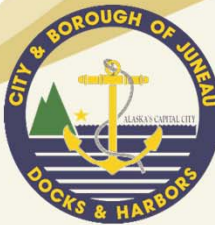
NOAA / Seadrome Facility Advantages

- Provides 700 LF Moorage
- Provides ample uplands for parking, staging & pedestrian circulation
- Provides flexibility for Seawalk extension
- Meets small cruise lines objectives for central downtown location
- Has preliminary support from NOAA and Goldbelt although many details would need to be worked out to move this forward.

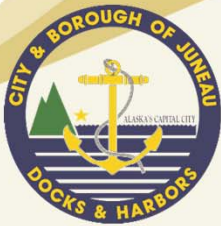


Next Steps

- Receive D&H Board feedback
- Schedule public involvement opportunities
- Compile public comments
- Complete master plan document



Questions?





MEMORANDUM

DATE: April 27, 2020

TO: Visitor Industry Task Force

FROM: Staff

SUBJECT: DRAFT Taskforce Recommendations

Note to the Visitor Industry Task Force

These Draft Recommendations are based on the Task Force discussions and written comments received. The goal of this draft is to encompass the key points that the Visitor Industry Task Force (VITF) may wish to forward to the CBJ Assembly.

Visitor Industry Task Force

The Visitor Industry Taskforce held a number of public meetings between October of 2019 and February of 2020 to advise the CBJ Assembly and advance community thinking on a range of visitor industry topics.

The VITF took public testimony on January 11, 2020 and February 1, 2020 and received 43 spoken comments and 156 written comments. The testimony reflected a diverse range of viewpoints in the community and generally provided nuanced views of the benefits and impacts of tourism.

The relationship between CBJ and the visitor industry has evolved over the past two decades. Through investments in infrastructure, management tools, and in programs like Tourism Best Management Practices (TBMP), Juneau has effectively managed tourism growth. While CBJ and the visitor industry should be proud of the success of their efforts, we have reached a point where we need to work together to develop proactive tools and strategies for tourism management over the coming years.

The VITF recognizes the work done by the community and CBJ in early 2000's that resulted in the Tourism Management Plan and the subsequent Resolution 2170. Many of the findings and recommendations in the report are still applicable today and should be considered along with this report. The vision established in the Resolution continues to guide the efforts of this committee and should guide future policy decisions:

CBJ seeks a healthy and vibrant tourism sector generating business opportunities and employment for Juneau citizens, protecting Juneau's heritage and cultural values and its natural resources, and making a positive contribution to the community's quality of life.

The VITF met during the winter and spring of 2019 and 2020 in anticipation of establishing some short-term actions for the 2020 cruise season. The task force had nearly completed its report when industry impacts and public health mandates related to COVID-19 derailed the process. This submission represents the VITF's work to date. The group may reconvene in fall of 2020 or later to discuss changes to the industry and planning for the 2021 cruise season.

Visitor Industry Task Force Report To the City & Borough of Juneau Assembly March 2020

1. Mayor's charge: Regarding Management of the Visitor Industry

1a) Is the current approach to managing the visitor industry adequate to make Juneau an attractive place to live and visit?

Since 1988, CBJ has managed tourism through plans, studies, committees, task forces, and legislation. Within the context of a growing visitor industry, the current approach needs to be evaluated, revised and reorganized. In the past, CBJ has been too reactive when issues arise. Moving forward, CBJ, the visitor industry, and the community should proactively and collaboratively plan and act to ensure Juneau remains an attractive place to live and visit.

There are numerous CBJ planning efforts underway or contemplated that would affect tourism management, opportunity and efficiency. Additionally, there are infrastructure projects that contribute to management of tourism discussed in section 1b. Listed below are CBJ planning efforts related to tourism or that have a close connection to tourism as they are located in the downtown area. Efforts that may be funded by Marine Passenger Fees are designated with an asterisk.

1. Eaglecrest Summer Development Plan
2. CBJ grant to Whale SENSE Program*
3. Blueprint Downtown
4. Housing issues downtown
5. Waterfront Museum*
6. Small vessel docking study*
7. Issues identified in the Manager's recommended Passenger Fee Memo to the CBJ Assembly*
 - a. Juneau Cruise Passenger Survey
 - b. Cruise Passenger Transportation Study/Planning

The current management approach is realized through a mix of industry best management practices, agency permits and operations, and services provided by non-profits through grants and infrastructure planning. Compliance with visitor industry regulations and best practices is voluntary at times and mandatory under federal, state, or local statute or regulation. CBJ Resolution 2170, adopted in 2002, outlines tourism industry related policies and guiding ideas that are still relevant to the community. However, the resolution has not been used consistently as a guiding tool.

CBJ does not manage tourism through a single entity or under one section of code; various CBJ Departments manage areas used by tourists and tour operators. Those management activities include:

1. Dock Scheduling – Cruise Lines Agencies of Alaska (CLAA) schedules ships into Juneau and assigns the use of CBJ's Alaska Steamship Dock and Cruise Ship Terminal, as well as the lightering float used

by ships at anchor. CBJ has no contractual relationship with CLAA or member lines governing the use of these facilities.

2. Docks & Harbors Waterfront Management
 - a. Commercial Use Permitting of Docks and Harbors
 - b. Dock Maintenance
 - c. Seawalk Maintenance
3. Docks & Harbors / CBJ Assembly
 - a. Tidelands management
4. Parks & Recreation Management
 - a. Commercial Use Permitting of Parklands and Facilities
 - b. Seawalk Maintenance
 - c. Parks Management and Maintenance
5. Community Development Department Land Use Permits (including Planning Commission reviews)
6. Engineering/Public Works Right-of-Way Management
7. DOT Management of South Franklin Street – The roadway from Main Street to the Rock Dump is owned and managed by State DOT (Marine Way and South Franklin Street). However, for over 30 years, CBJ has taken the lead on roadway improvements.
8. Tourism Best Management Practices (TBMP) – Annual funding provided by CBJ from Marine Passenger Fees; the program is operated voluntarily by tourism operators and also manages the crossing guard program which is funded by Marine Passenger Fees.

Recommendations

1. CBJ should establish a centralized tourism management function funded by CBJ with full-time staff to guide implementation of the 2002 Tourism Management Plan (TMP) where applicable. The TMP provides an example of how this could function.
2. CBJ should determine community goals (emissions, shore power, congestion mitigation, etc.) and develop and implement an action plan to achieve these goals.
 - a. Complete the Blueprint Downtown sub-area plan and address land use and zoning, as well as incentivizing local business development in the downtown core.
3. The TBMP program should be augmented and supported by CBJ. TBMP remains an industry driven and operated program. As an industry program, peer and industry pressure achieves compliance that would be difficult to obtain under a regulatory regime.
4. CBJ should adopt ordinances and regulations to establish consistent management of commercial tour use on all lands, including parks, docks and harbors, right-of-ways, and other lands owned by the CBJ. Management considerations should include:

- a. Continue to charge fees to fund required services and mitigate impacts. Review and revise fee schedule to ensure fees are appropriate.
 - b. Consider whether there should be commercial tour permitting on city streets and sidewalks for commercial tours such as guided hikes or guided micromobility tours; and if so, regulations should be developed in the same way that CBJ regulates parks and trails, to determine impacts, including days, times and capacity.
 - c. Limit Parks & Recreation commercial use permits to determine facility capacity and impacts (including hours and days). This may include some areas with higher visitation and some areas with lower or no visitation.
 - d. Require all tourism operators receiving Commercial Use Permits to be active members in good standing of TBMP and comply with TBMP guidelines, and where applicable, also be active members in good standing with WhaleSENSE and comply with WhaleSENSE guidelines.
 - e. Work with related agencies and partners, such as NOAA, on reducing speed and wakes from whale watching vessels in Statter Harbor, Auke Bay and other impacted areas.
 - f. Consider researching and implementing a permitting system for whale watching operators.
 - g. Recognize operators participating in the Alaska Travel Industry Association (ATIA), program “Adventure Green Alaska”, to encourage sustainability practices.
 - h. Incentivize operators to adopt environmental best management practices through local award programs, such as a Juneau Commission on Sustainability award.
 - i. Recommend operators/cruise lines adopt Travel Juneau “Juneau Pledge” and ATIA “Alaska” pledge. Cruise lines may also create their own “Alaska” pledge through CLIA (a creative method to encourage guests from around the world to embrace community respect and positive visitor behavior).
5. CBJ should require Cruise Lines International Association (CLIA) member cruise lines to operate in the following manner:
- a. In 2020 and going forward, minimize cruise ship waste in the landfill and prohibit ships from off-loading furniture, bedding, pillows, mattresses, electronics and other similar bulky items as garbage into the Juneau landfill. Coordinate with the landfill, CLIA and CLAA to implement this recommendation and as CLAA receives notifications and picks up the offloads, ask them to assist with not accepting these items. By 2021, consider prohibiting any cruise ship waste offloads into the landfill.
 - b. Maximize use of shore power by all cruise lines by requiring CLAA to assign shore power configured ships to electrified docks once additional shore power infrastructure is in place.
 - c. Limit water usage by ships in periods of drought.
 - d. Turn off large LED screens while in port in coordination with CLIA and TBMP
 - e. Maximize “localism”
 - i. Encourage cruise lines to maximize partnerships with locally owned businesses.
 - ii. Continue to support and direct cruise ship passengers to local businesses.
 - f. Coordinate with CLIA and CLAA on ship scheduling and berthing to minimize congestion at all docks. These recommendations should be implemented over the next three years based on feasibility and need. In 2020, strategically assign ships based on size with the goal of reducing traffic congestion downtown

- i. In 2020 and going forward, work with CLAA and CLIA to provide more transparency and visibility for schedules and projected passenger counts, two years in advance or upon creation.
 - ii. In 2020 and going forward, should a ship wish to call in Juneau at CBJ operated facilities on a day other than what was originally scheduled due to weather or other factors, CLAA should review this request with CBJ prior to confirming this call in order to evaluate how the change affects congestion and other impacts to the community.
 - iii. In 2021, stagger arrival times of ships by 30 minutes.
 - iv. In 2022 if the NCL berth is operational as the fifth dock, prohibit hot berthing as a scheduled practice.
- 6. CBJ should clearly establish guidelines and goals for the scheduling/assigning of **municipal** docks. These recommendations should be implemented over the next three years based on feasibility and need.
 - a. In 2020 and going forward, prohibit docking or anchoring of passenger cruise ships of any size in Auke Bay, specifically Statter Harbor, except for emergency purposes.
 - b. In 2020 and going forward, work with CLAA and CLIA to provide more transparency and visibility for schedules and projected passenger counts, two years in advance or upon creation.
 - c. In 2021, stagger arrival times of ships by 30 minutes.
 - d. In 2022 if the NCL berth is operational as the fifth dock, prohibit hot berthing as a scheduled practice.
 - e. Prioritize berthing for shore power configured ships once additional shore power infrastructure is in place.
- 7. Incentivize Juneau as a turn port for smaller ships.
- 8. Juneau should establish a marketing identity through their destination marketing organization, Travel Juneau. Integrate this marketing identity across the community (conceptual draft – Juneau is proud of its cultural heritage, support of the arts, love of the natural environment, and finds its identity as an ocean and mountain town).

1b) Is the approach adequate within the existing dock infrastructure and within other foreseeable public or private infrastructure projects for the growth anticipated?

The current management approach within the existing and foreseeable infrastructure projects is not adequate. Many of the current projects address important issues, but the approach needs to be consistently coordinated among city, state, and federal partners. Additional work should be continued to mitigate current impacts and anticipate future impacts.

Numerous upgrades to downtown infrastructure are underway and some may be impacted by reduced Marine Passenger Fee revenue. These projects increase Juneau’s ability to host large numbers of visitors. The upgrades, with completion dates, include:

1. Egan Drive improvements (2020) – ADOT reconstruction of Egan Drive from Main Street to 10th Street.
2. Small bus staging at the Archipelago area (2022) – Deckover of tideland area close to the Marine Parking Garage to provide space for passenger bus loading.
3. Open space at the Archipelago area (2022) – Private project adjacent to the Marine Parking Garage to develop commercial and open space on the waterfront.
4. Sidewalk stanchions (2020 - 2022) – Continue installing barriers at the edge of sidewalk along S. Franklin Street to separate pedestrians and vehicles.
5. Warner’s Wharf Alley Improvements (2020-2021) – Safety and pedestrian improvements to the Seawalk access on Warner’s Wharf, adjacent to Pier 49.
6. Dock Electrification planning (ongoing).
7. Seawalk Infill at Marine Park (2021) – Install Seawalk decking over the area where the lightering ramp and float was removed. This will extend the Seawalk to connect to Marine Park.
8. Seawalk expansion South to AJ Dock planning (ongoing).
9. Marine Park Upgrades (2023) – Park reconstruction project to improve pedestrian flow and user amenities on the waterfront.
10. Marine Way Seward Street Crosswalk (2021) – Evaluate location of crosswalk and utility of left turning movement at Seward Street.
11. Cruise Ship Real Time Wastewater Monitoring (2021) - Install instrumentation and control systems to track strength and flow rate of discharges to allow for efficient plant management.
12. Franklin Dock Floating Berth (2021) – Private project evaluating replacing the current cruise ship dock with a floating berth.

Recommendations

1. Additional infrastructure development should be considered in the downtown area to accommodate current volumes and potential growth. Continued efforts to move people and vehicles through downtown efficiently and safely are necessary.
 - a. Traffic congestion on S. Franklin is a critical infrastructure issue that needs to continue to be addressed through planning, design, and construction to separate pedestrian and vehicular flow. CBJ and DOT should coordinate to accomplish this work. Considerations should include:
 - i. Maximize right-of-way space for pedestrians.
 - ii. Minimize required stops for vehicles.
 - iii. Extension of pedestrian stanchions.
 - iv. Minimize and consolidate turning movements.
 - v. Focus pedestrian flow to crosswalks and desired destinations.
 - vi. Improve pedestrian flow by creating better access between Seawalk and S. Franklin Street.
 - vii. Consider staging areas outside of downtown for cargo deliveries and incentivize companies to deliver outside of times when cruise ships are in port.
 - viii. Encourage and incentivize electrification of tourism vehicles.

2. Research and develop efforts to move people on and off the right-of-way, including circulators, electric ferries, Seawalk extension, connections between S. Franklin Street with the Seawalk, and other alternative pedestrian routes.
3. Prioritize dock electrification and continue to work with the electrical utility to monitor electrical capacity available for purchase on either an interruptible or firm basis.
4. Limit expansion of downtown dock infrastructure to allow for no more than one additional larger cruise ship.
5. Wastewater, water, and air quality should continue to be evaluated by the City and State to reduce impacts on the health of the community and environment. Responsible agencies should evaluate and plan to analyze capacity and impacts of increased cruise ship visitation. Air quality should be monitored regularly for adherence to strict standards, including compliance with the Marine Vessel Visible Standards (18 AC 50-.070) and all available and reasonable steps to minimize visible stack emissions while in port should be taken.
6. Plans for infrastructure development including design standards and analysis of growth and impacts should be completed for other areas outside of the downtown waterfront where tourism growth is occurring or could occur, such as Auke Bay and North Douglas (Eaglecrest).
7. Support public and private development ventures that alleviate pressure on existing infrastructure.
8. Ensure recreational facilities such as trails for hiking and biking are developed to maintain Juneau as a top recreational place to live and visit.
9. Recognize the contributions of Native Alaska organizations to the downtown core and support continued growth of cultural tourism and installation of Native Alaska art in public spaces.

2. Mayor's charge: Regarding reviewing and updating the Long Range Waterfront Plan

The Long Range Waterfront Plan (LRWP) has guided CBJ thinking and actions on the development of waterfront infrastructure for the last 15 years. The LRWP was the culmination of a great deal of planning work in the early 2000's. Writing, considering, and adopting the LRWP was very time consuming, and required extensive and sustained public engagement. Updating or re-writing the Plan would be similarly difficult and time intensive.

2a) What are the pros and cons of updating the LRWP?

Pros

1. The LRWP is an infrastructure development plan for the waterfront land between the Juneau - Douglas Bridge and the Little Rock Dump. The extent of tourism reach in Juneau has expanded beyond the downtown waterfront; updated planning could be done in areas outside the scope of the LRWP, including harbors and transportation corridors.
2. Proactive planning instead of a reactive approach is needed on infrastructure and tourism issues.

3. In 2004, the work on the LRWP was a positive step in bringing the community together on tourism issues.

Cons

1. The effort and cost of the LRWP was very high.
2. It is uncertain whether the community has the capacity to focus on a yearlong waterfront planning process.
3. The current plan is still functional and valid for the waterfront area.
4. There are many neighborhood, harbor, and park plans that inform zoning and infrastructure development.

2b) If the LRWP was updated, should it be an infrastructure update or should that update consider other policy or operational issues?

1. The LRWP horizon extends to 2026. Currently, the concept design approaches and recommendations within the plan are still valid and can be used as a foundation for continued development along the downtown waterfront. Approximately 50% of the tasks outlined in the LRWP are complete; progress should continue to complete the remaining viable tasks by 2026.
2. Updates on completed projects along the downtown waterfront should be made and communicated to the public through a conceptual five-year Capital Improvement Program (CIP).
3. Regarding considerations of policy and operational issues, recommendations in Task Force charging question #1 respond to this need.

Recommendations

1. Do not expend the effort necessary to update the LRWP. The CBJ Assembly should maintain focus on better tourism management and rely on the finer detailing from the ongoing Blueprint Downtown planning efforts.
2. Complete development of the Seawalk.

3. Mayor's charge: Regarding the persistent idea of a restriction on the number of visitors

1. Consider and research whether a restriction on the number of visitors arriving in Juneau would be legal, enforceable or practical.
2. If found to be legal and enforceable, advise on the pros and cons of the concept of restricting the number of visitors and whether a restriction strategy might be:
 - a. A concept that would apply to annual/seasonal visitation numbers?
 - b. A concept that would apply to daily visitation numbers?

3. Consider whether changes to ship scheduling (daily arrivals and departures) might address community concerns and impacts.
4. Consider the pros and cons of CBJ becoming involved in dock scheduling.

Legal Considerations

The City Attorney provided the task force with a memo on January 21, 2020 that broadly outlined the numerous legal hurdles that could oppose a legal limitation on the number of cruise ship passengers that visit Juneau.

Practical Considerations

As a practical matter, limitation of cruise ship passenger visitation can be achieved by the following methods:

1. Limit by Infrastructure

Whether or not to lease tidelands for a new dock (or docks) to accommodate larger cruise ships is the most pressing capacity question that Juneau will face in the foreseeable future. The CBJ Assembly should spend a significant amount of time studying this issue. A new dock may or may not supplant the existing anchoring and lightering and may or may not result in significant ship visitation growth. However, that analysis is greatly over simplified.

2. Limits on Ship Scheduling

The revenue bonds that financed the construction of CBJ owned cruise ship docks and lightering float (commonly known as 16B) requires that the debt service not be placed in jeopardy. The bonds are scheduled to be paid off in 2034, but the CBJ can prepay the bonds as early as March 1, 2026. Limitation on dock availability (such as instituting “no ship days” at CBJ facilities) at the municipal docks may cause such jeopardy.

CBJ does not have the authority to limit scheduling/berthing at the two privately owned docks. If, over time, the municipality acquired the private docks, it would eventually have more control of scheduling once the debt incurred in the acquisition was retired. Note, however, that neither private dock is for sale.

To limit ships anchoring and lightering, CBJ could consider limiting availability of its owned lightering docks. However, private lightering options could become available.

Daily or hourly limits could also be considered on the availability of commercial activity on CBJ lands and harbors.

3. Limit by Negotiation

CBJ effectively ended years of litigation with CLIA by negotiating a Memorandum of Agreement that satisfies the needs of Juneau and the industry. A best course of action should include determining community goals and directly negotiating to achieve them.

4. Financial Incentives/Disincentives

Different ship berthing protocols can result in less congestion, but there are barriers to adjustments to the assigned berthing locations. Issues include cruise lines’ historical preference

and the economic disparity between the rates charged at less expensive CBJ facilities and the costlier private berth options.

Recommendations

1. At this time, the CBJ should not pursue a hard numerical “cap” on numbers of visitors because it is legally questionable and logistically impractical. Limitations can be achieved through other measures, including port infrastructure capacity to better manage the impacts of visitors.
2. Request CBJ Law to research how other U.S. communities have instituted a numerical visitor cap and /or other possible methods of limitations.
3. CBJ has traditionally left scheduling of the port and assigning of the City docks to CLAA, but should take a more active role to achieve its management goals. See section 1a of this report for specific recommendations.
4. CBJ should negotiate changes that would promote more efficient ship scheduling, berthing and managing congestion, such as assigning larger capacity ships to the City docks and reducing traffic on South Franklin.
5. By 2023, CBJ should negotiate a formal agreement with the industry to limit the number of ships to five larger ships per day, one ship at each dock or four ships at docks and one at anchor (if the fifth dock is not built or if a fifth ship chooses to anchor instead of dock). This would give the industry time to adjust to recommendations.
6. CBJ should work with cruise lines to attempt to “get the peak out of the week” and balance the numbers of visitors across days of the week. There are more docks being constructed throughout Southeast; CBJ and other Southeast communities should work with the cruise lines to manage visitation throughout the region.
7. CBJ should work with the various agencies including CLAA, CLIA and individual ship lines to discourage or prohibit anchoring and lightering by larger ships if an additional dock is constructed. If a Subport dock is constructed, the CBJ should more thoroughly investigate and completely understand under what circumstances the USCG would remove or restrict the current anchorage.
8. The Visitor Industry Task Force did not reach consensus on the issue of a ship free day or “no ship days” at one CBJ dock per day. One option could be instructing CLAA to cease assigning one of the city docks on certain Saturdays, alternating between Alaska Steamship Dock and Cruise Ship Terminal. Issues discussed included:
 - a. Economic impacts
 - b. Region-wide scheduling considerations
 - c. Inability to control assigning of private docks
 - d. Legal and debt service concerns (16B docks)

4. Mayor's Charge: Considering methods for collecting public opinion

Consider the pros and cons of collecting public opinion through formal surveys, including researching survey costs. Public opinion is always important for the CBJ Assembly to determine and collect; however, asking simple yes/no questions on nuanced issues can be polarizing and can be difficult to get the public to understand all of the details necessary for formation of well-founded policy decisions.

In the 1990's and 2000's, CBJ commissioned a number of surveys of public perceptions on tourism. The 2002 Juneau Tourism Management Plan identifies survey results as the primary indicator for activating "safety valves" – constructing an additional port separate from Juneau, but within the Borough to disperse the CBJ's visitor load. Public surveys can be a useful community engagement tool, because they make it possible to get results from a broader cross section of the community than with other public engagement methods. However, it is important for survey questions to be well designed. It is also important to have a clear understanding of the purpose of the public survey. Such a survey could be focused on general public perception (i.e. "has Juneau reached its capacity for cruise tourism?") or focused on measuring community impacts in specific areas. It would also be important to consider who would use the survey results and for what purpose.

Recommendations

1. Engage a third party contractor to complete a public opinion survey of Juneau residents at the end of the 2021 cruise season.
2. Depending on the utility of a survey, additional surveys should be planned to gauge how management strategies are influencing public perception.
3. Consider collecting data on the effects of hot berthing.

Additional Task Force Discussion Issues

Subport Development/Upcoming Norwegian Cruise Line Dock Proposal

Whether or not to support an upcoming Subport development proposal is a CBJ Assembly decision. The USCG and/or NOAA also have important roles. Future discussions should consider allowing, limiting or prohibiting anchoring in the Juneau Harbor. The use of dynamic positioning navigational systems, which when in use, designate vessels as "underway" vs. "anchor" should also be discussed as this may change the ability of agencies to utilize certain management tools to control the anchorage.

A shift in docking or anchoring of cruise ships may alter spending patterns of passengers and affect the local economy. In addition, a dock at the Subport could leverage other community goals such as:

1. Seawalk
2. Small Boat Harbor
3. Ocean Center

4. Berthing for small cruise ships (The Task Force does not yet have an accepted definition of “smaller ships”)
5. Homeporting of “small ships”
6. Economic and/or Housing Development
7. Pedestrian management such as a walkway crossing over Egan
8. Reducing vehicle congestion on S. Franklin Street

Recommendation

Support a Subport dock if the following conditions are met, recognizing that some of these conditions are beyond NCL or any other developer’s control. However, the Task Force submits these items for Assembly consideration in making policy decisions:

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

Cruise Ship Size Discussion

The task force report includes many recommendations related to cruise ship size, especially as related to a potential new NCL dock and anchoring of ships. In the report, the term ‘larger’ cruise ship is used and a specific definition of larger ship is not given for the following reasons:

1. The length of a ship does not necessarily determine the number of passengers.
2. Limiting ships by number of passengers may require additional legal analysis.
3. The concern on ship size is related generally to the amount of impacts it creates in the community on the environment, traffic and congestion, and infrastructure.

The Assembly may have to define a 'larger ship' as it proceeds with tourism management, but this definition will likely include a deeper analysis of impacts, expected fleet of ships, and ongoing and planned infrastructure development. The committee suggests that 'small ships' are those with 500 or fewer passenger capacity. 'Larger' ships are those that exceed these a 500 passenger capacity.