

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING AGENDA
For Wednesday, May 19th, 2021

Zoom Meeting
<https://bit.ly/2LtEMMU>
or via Phone 1-253-215-8782
Meeting ID: 988 5593 3352
Passcode: 168658

- I. Call to Order** (5:00 p.m. via Zoom)
- II. Roll Call** (James Becker, Lacey Derr, Chris Dimond, Don Etheridge, 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 Thursday, April 21st, 2021 Operations/Planning Meetings Minutes**
- VI. Consent Agenda** - None
- VII. Unfinished Business** - None
- VIII. New Business** - None
- IX. Items for Information/Discussion**
 - 1. Harris Harbor Security Gate – Next Steps
Presentation by the Port Engineer

Committee Discussion/Public Comment
 - 2. Port & Harbor Security Patrol
Presentation by the Deputy Harbormaster

Committee Discussion/Public Comment
 - 3. White Paper – Port of Juneau
Presentation by the Port Director

Committee Discussion/Public Comment

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING AGENDA
For Wednesday, May 19th, 2021

X. Staff & Member Reports

XI. Committee Administrative Matters

1. Next Operations/Planning Committee Meeting-**Wednesday, June 16th, 2021**

XII. Adjournment

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

I. Call to Order Mr. Ridgway called the meeting to order at 5:00 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, Lacey Derr, Don Etheridge, David Larkin, Bob Wostmann, and Mark Ridgway.

Absent: Chris Dimond, James Houck, Annette Smith

Also present at the Port Director's Office: Carl Uchtyl – Port Director, Erich Schaal – Port Engineer, Jeremy Norbryhn –Deputy Harbormaster, Teena Larson - Administrative Officer and Mary Wolf - Administrative Assistant.

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

Mr. Duff Mitchell, Juneau, AK representing the viewpoint of the Juneau Commission on Sustainability (JCOS) for dock electrification. JCOS is chartered to find federal monies for our community. He said there are two grant opportunities that he thinks Docks & Harbors should take advantage of. The PIDP (Port Infrastructure Development Program) Grant which is \$230M nationwide and RAISE (Rebuilding America Infrastructure with Sustainability & Equity) Grant is \$1B which are both federal programs that offer immediate funds for clean ports and Dock Electrification. In his opinion he thinks Juneau could get \$30M to provide electricity to the cruise ships on our 16B docks. JCOS is offering their support in grant writing and they have dozens of letters of support including Royal Caribbean Cruise Lines and Norwegian Cruise Lines. The grant applications are due July 2021. The information from the 2016 study needs to be updated with costs and drawings. He sees great support from our Juneau Assembly Members on these grant opportunities. He would like to see Docks and Harbors take the lead working to reduce the tension with the cruise industry. This would be a good faith effort and he realizes it takes a lot of time and expense to do this. The completion is very strong but some of the grants earmark for communities under \$200K. Dock Electricification scores very high on these grants. He would like to encourage Docks and Harbors to apply for these grants and he sees a large amount of community support for this and a lot of help.

Mr. Kirby Day, Juneau, AK representing Tourism Best Management Practices (TMBP) and Travel Juneau said the flags will be put up along Egan Drive this year. He will be supervising this project on May 2nd.

V. Approval of Wednesday, March 17th, 2021 Operations/Planning Meeting Minutes

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Minutes of March 17th, 2021 were approved as presented.

VI. Consent Agenda – None.

VII. Unfinished Business –

1. Proposed Harbor Revenue Fee Adjustments

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

- a. **Launch Ramp Fees:** Recommended to adjust the Annual Fee from \$90 to \$120, Daily Fee from \$15 to \$20 and Administrative Fee for additional boat trailer decals from \$5 to \$10 up to two additional trailers only. The Administrative Fee was established in 2015 to allow for up to two additional trailers in the same owners name to be registered at a discount. In 2015 and prior, we were finding people registering up to eight trailers.
The last increase was in 2015 when daily fees were raised by \$1. There were no launch ramp fees prior to 2005. Revenue collected in the past two years are \$160,365 and \$145,515. Comparisons with other Alaska communities can be found on page 25 which range from \$35 in Petersburg to \$200 in Homer which includes a \$70 parking pass. Juneau has six boat launch ramps to manage which covers 49 miles from the farthest points. Our harbor system is the most costly of all of Alaska to maintain.
- b. **Staff Labor Fee:** This is typically used when we conduct an inventory on vessels that have been impounded. The current rate is \$75 per hour and it is recommended that the rate increases to 150% of loaded staff labor rate. It was last adjusted in 2015.
- c. **Reserved Moorage Waitlist:** This does not produce a lot of revenue but was last adjusted in 2005. The current initial set up fee is \$50 and an annual fee of \$10 to remain on the waitlist. The Committee recommends to keep the \$50 set up fee and \$50 annual fee to remain on the waitlist.
- d. **Parking Lot Fees:** These are charged at Statter Harbor and downtown at the Taku Lot from May 1st to September 30th. In 2020 and 2021 only Statter Harbor will be charging parking fees with the parking meter system. We have three parking meters located there as well as the ability to purchase tickets in the office. The current rate at Statter is \$1 per hour or \$5 per 24 hour day. The Taku Lot downtown is \$2 per hour with a three hour maximum. We do have the authority in regulation to charge for parking in the downtown harbors which include Aurora, Harris and Douglas. The Committee wants to come up with a manageable process that does not take up a large amount of staff time.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

- e. Private Boat House Surcharge: This is for the boat shelters in Aurora Harbor. They pay moorage for their boat length or the boat shelter size which every is greater. They also pay property tax and a private boat house surcharge of \$0.13 per square foot per year. We have twenty-four boat shelters. The recommendation is to raise the surcharge to \$0.20 per square foot. The last adjustment was in 2005. This generates a very modest amount of revenue.
- f. ABLF Fuel Delivery surcharge of \$0.05: This was recommended to stay the same.
- g. Shore power access fees: This was last adjusted in 2017 and was not discussed at length. There are attached minutes from 2017 on pages 27-30 in the agenda packet. These are fees that we charge people who are not on their own metered power. At the Finance Sub-Committee, it was stated that the last time these fees were changed, an expert on electrical rates evaluated and helped set the rates. It is appropriate to have this done again as it is outside of the expertise of the Sub-Committee.
- h. Vessel salvage and disposal fee in lieu of boat insurance: This is intended to be a penalty for not having boat insurance. It is currently \$0.25 a linear foot per month. We want people to be responsible boat owners and purchase their own boat insurance but there are boats that are not insurable or people can't afford the insurance. This is to protect us from paying for sinking boats or damage to the harbor by a boat owner. The Finance Sub-Committee direction was that if there are vessels that are unable or unwilling to purchase insurance, there must be a method to come up with an appropriate rate. Ms. Derr said she has knowledge on insurance and can also consult with persons that can help us make a determination on this fee. She will research this and get back to the Board on her findings.
- i. Charge for credit cards (not in regulation): Through our credit card company gateway processing we pay what ever the City & Borough of Juneau has negotiated. As we encourage more patrons to pay online, and people use less cash, our costs goes significantly upwards. The question discussed is whether we can charge convenience fees added to credit card transactions or incentivize cash payments. The Sub-Committee would like to figure out a mechanism that encourages people to not pay with credit card. We could adjust the discount rates we already have to offer maybe a larger discount if payments are made by cash or check.
- j. Moorage Fees: These were not discussed at the Finance Sub-Committee meeting as time ran out. On pages 32 and 33 are regional moorage rates that were published earlier this year.

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

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Committee Questions

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

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

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

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

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

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

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

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

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

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

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

Ms. Derr asked if on the credit card processing fee if we have checked with other government entities if they are also absorbing credit card fees? She knows there are other

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

government entities that put that fee back on the user. Is there language that we could approach and pass that through our finance department for approval.

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

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

Public Comment-

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

Committee Discussion/Action

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

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

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

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

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

Discussion per item continued -

a. Launch Ramp fees recommended adjustment:

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

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES

Wednesday, April 21st, 2021

b. Staff Labor Fee:

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

c. Reserved Moorage Waitlist:

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

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

d. Parking Lot Fees:

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

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

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

Mr. Uchytel said zero.

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

Mr. Uchytel said no.

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

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

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

e. Private Boat House Surcharge:

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

f. ABLF Fuel Delivery surcharge of \$0.05:

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

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

g. Shore Power Access Fee:

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

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

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

i. Charge For Credit Cards:

No more discussion on this item.

j. Moorage Fees:

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

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

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

No Motion

2. Proposed CY2021 – Passenger for Hire & Loading Zone Permit Fees

Mr. Uchytel said this is on page 34 in the packet. This was recommended by the Harbormaster after discussion with Mr. Kirby Day and the larger bus companies. He recommends decreasing the Passenger-for-hire for Inspected vessels to \$150 per vessel plus \$1.50 per passengers and Uninspected vessels to \$100 per vessel plus \$1.50 per passenger. The loading zone permit for Statter and Downtown would be decreased to \$200 per company fee with no seat fee. Staff feels these are reasonable fees with the uncertainty of the season.

Committee Questions

Mr. Ridgway asked why we are lowering the fees?

Mr. Uchytel said because we are still in a pandemic and these are uncertain times.

Public Comment

Mr. Kirby Day, Juneau, AK

Mr. Day said he is responding on behalf of TBMP. He thanked the Board for looking at these fees and recognizing this is a very difficult time for these companies. He thinks this fee is fair.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Committee Discussion/Action

MOTION By Mr. ETHERIDGE: THAT DUE TO THE EXTRAORDINARY ECONOMIC CONDITIONS FOR CY21 THAT THE BOARD CHARGE A FLAT FEE FOR “A ZONE” AND “B ZONE” BUSES OF \$200 PER COMPANY; THAT STATTER HARBOR BUS PERMITS BE CHARGED \$200 PER COMPANY; THAT INSPECTED PASSENGER FOR HIRE VESSELS BE CHARGED \$150 PER VESSEL AND \$1.50 PER PASSENGER; AND THAT UNINSPECTED PASSENGER FOR HIRE VESSELS BE CHARGED \$100 PER VESSEL AND \$1.50 PER PASSENGER AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

VIII. New Business - None

IX. Items for Information/Discussion

1. Proposed Rotary International Civic Project – North Douglas Launch Ramp
Mr. Doug Ecklund, who is the Juneau Gastineau President, said this group has been trying to place a shelter project in the North Douglas Area. We have contacted the Alaska State DOT to place a 12’ x 20’ shelter at False Outer Point at the large parking area. That area is not allowed because it is in the DOT ROW (Right-of-Way). The Rotary Club does have money for a shelter and he believes having a shelter in the North Douglas area would be nice. He said he called Mr. Uchytel this week and discussed putting the shelter at the North Douglas Boat ramp. The proposed location would be to the far right hand side while facing the water. The proposed shelter would be similar to what was put up at the Auke Lake area.

Committee Discussion

Mr. Ridgway asked if the Rotary will maintain this also?

Mr. Ecklund said this will be constructed from treated lumber. He said years from now if it needed paint or a new roof we would do that. Parks & Rec took over the one at Auke Lake and they do the day to day cleaning. It would be Docks & Harbors to do the day to day cleaning.

Mr. Uchytel said when he talked to Mr. Ecklund he told him Docks & Harbors vision for the expansion at the North Douglas Launch Ramp and that the shelter may be affected by the expansion. Mr. Uchytel was told that the shelter would be able to be relocated if it needed to be. The shelter would be located where the commercial kayak users gather.

Mr. Ridgway encouraged staff to continue to discuss this proposal with Mr. Ecklund. He asked how soon does Mr. Ecklund need feedback on accepting this proposal?

Mr. Ecklund said the quicker the better. We would like to have something done this summer.

Mr. Uchytel said this area is in the DOT ROW also. Staff will need to look into it more.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Public Comment - None

2. Harbor Pet Waste

Ms. Derr said as we have been discussing fees, she has received a lot of feedback on the large amount of pet waste in the harbor areas. One of the worst harbors was Douglas. When she went to look at the harbors, there was a live-aboard, a non-pet owner, that was shoveling pet waste at the top of the landing. There has been some instances with unleashed animals on the docks encountering other animals and individuals. Other areas in Juneau were shut down briefly due to the pet waste. This maybe something we look to do. Picking up the dog waste should not fall on the harbor officers. If the Board is looking at raising fees we need to make sure our harbors are clean. There was discussion at one point about establishing a pet fee. The recommended fee was \$5 per pet. Maybe we should look into that as a responsible pet ownership fee.

Committee Discussion

Mr. Etheridge said it is out of hand. On his nightly rounds he sees live-aboard patrons walk their dogs and let the dog do their business and walk away and leave it. He has seen the dog waste on the floats in Aurora Harbor also. Staff needs to enforce the leash law and the Board needs to establish a fine for dog owners that do not clean up after their pet.

Mr Becker said this has been a problem ever since he has been in the harbor.

Mr. Etheridge said this was cleaned up for a little while but it is out of control again.

Mr. Ridgway asked staff to come back with a punitive fine for dog owners that do not pick up their dogs waste.

Ms. Derr said there are fines within our Municipality. It is really catching the person in the act of not picking up the dog waste. The only other way to go is, punish one, punish all, until the situation is corrected.

Mr. Ridgway asked if someone is not following the rules, can we kick them out of the Harbor?

Mr. Uchytel said it is very difficult to ban someone from a public harbor.

Mr. Etheridge asked to check with CBJ Law and find out if a patron was caught on video not picking up their dogs pet waste if that was enough to charge them a fine?

Mr. Ridgway asked if we could move a patron who was continually not following the rules to anywhere staff wanted.

Mr. Uchytel said yes.

Mr. Etheridge said we are trying to find out to see if we qualify for the nuisance ordinance that was passed. If harbors qualifies, after so many nuisances, we would be able to remove someone from the harbor.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Mr. Becker asked if there were signs to pick up after your dogs and that they need to be on a leash?

Mr. Etheridge said yes and Docks & Harbors even provides the dog waste bags.

Mr. Ridgway wanted staff to look into the signs and make sure they are large enough and maybe add that this area is under surveillance.

Mr. Larkin commented that because we are a fee for service organization, if we start charging a fee, dog owners might think that they are paying for this so now staff can clean it up. It may be troublesome and he would be more for enforcing a fine.

Public Comment - None

3. FY21/FY22 Budget Update

Mr. Uchytel said this is on page 51 in the packet. This is the dashboard of our budget how we have been tracking month to month revenue and expense. Looking at Docks we are anticipating needing to transfer from our fund balance about \$800,000 and Harbors will end up revenue and expense equal. Next week at the Board meeting, based on the feedback from the Assembly Finance Committee, the Board will be asked to approve a revised budget. On April 7, our budget was approved on a six to three vote and the reason the three voted against it was because they were voting on a budget that was not accurate. When the budget was put together it was still unknown if we would receive cruise ships. Now that we know we will not receive large cruise ships in this fiscal year it should be updated. Staff will rework the budget based on these numbers and bring back to the Assembly for approval.

Committee Discussion/Public Comment – None

4. RAISE Grant (formerly BUILD & TIGER)

Mr. Schaal provided a presentation on the RAISE Grants (Rebuilding American Infrastructure with Sustainability and Equity). The grant applications are due July 12th. \$500M will go for Rural and \$500M will go for Urban. Juneau is considered Rural because we have less than 200,000 people. This year there is a 80/20 match requirement for construction projects. Match is always a challenge for us and that is why our strategy is a little different this year. The minimum for a rural project is \$1M for a \$1.25M project size. If we did get the \$1M we would need \$250,000 match for that. The limit per state is \$100M.

Out of the \$1B, there is \$30M maximum that can go toward project planning and that does not have a match requirement. However, there is a caveat that at least \$10M must go toward planning projects in areas of persistent poverty so Juneau does not qualify for that so we would be competing for a portion of \$20M. Last year The Juneau Fisheries Terminal total cost was just under \$25M which would have covered the construction, engineering & permitting, contingency of 15%, and Construction Administration and inspection. If we were to submit this, we would be looking at approximately \$2.75M and this could be broken down into three sections. This will give the opportunity to partially

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

fund a project from the planning ask. He showed a rendering of what the Juneau Fisheries area would look like with the completed project. Staff would also be completing an application for the Dock Electrification project. A project cost of \$12M would require \$2.4M in match and the Port fund balance is not sufficient at this time to cover the match. It may be possible to leverage future head tax. In other grants we have had to prove we have had the match but he is not sure if that would be the case in this grant opportunity.

There is another PIDP grant opportunity that has \$230M and the application is due the end of July. It does give priorities to shore tie power connections. There are requirements that the grant be used in a certain amount of time. This grant has the same 80/20 match requirement and there is an economic criteria that needs to be met. We would need to hire a consultant to help complete the application and that costs money and takes away from the fund balance. It takes money to get money in this grant process.

Mr. Uchytel said we have not been successful the last five years. If there is a \$2T federal infrastructure package in the future, it may be better to pull back instead of asking for the grant. We can work on a marketing plan and refine the design efforts at this location in lieu of polishing our current application, even though we know this is a good project.

Public Comment –

Mr. Duff Mitchell, Juneau, AK

Mr. Mitchell said he is speaking on behalf of Juneau Commission on Sustainability. He said he read this grant a couple times and the \$30M for planning is nationwide out of the \$1B. You are competing for \$30M with everybody. It is more competitive in the planning percentage wise for an opportunity to win than it is for the bigger amount. Under the RAISE document, which is a notice of federal opportunity, climate change was mentioned 16 times, three times for electrification, zero emissions three times, and as a criteria you must state how your project reduces or reverses carbon emissions. That does not matter if you are planning a design or actually going for a project. Juneau being a rural community, the Secretary may increase the federal share for those projects for over 80%. It also asks in the application if this is in your climate action plan. He said the Docks Electrification project would fall in the climate action plan.

The PIDP grant has similar asks in their application but no more than \$57.5M can be awarded to a state. The grant money must be spent in a five year time period. In terms of match, if things are collaborated with the Denali Commission, the federal obligation is waived. That would require contacting and bringing in the Denali Commission to see if they would be amenable to participate. Aside from the Denali Commission, ADA allows any government or entity to apply for loans for the match and then you prorate it over 20 years. If there is a coalition of willing it is a worthwhile endeavor.

He suggests to move forward with the two grants pending and there is community support.

Mr. Ridgway recommended to bring this to the full Board.

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

Mr. Wostmann suggested to have staff follow up with Mr. Mitchell to get the other organizations that would be willing to contribute. With more resources we may be able to produce a better application.

5. Auke Bay Wave Attenuator Update

Mr. Schaal played a video that he shared with the Office Management of Budget to explain what the wave attenuator is and our position for the need for a new wave attenuator. The video is arial drone footage collected from over the years of Statter Harbor. It shows Statter Harbor when it is very busy, when it is calm, and when it is stormy how the 35 year old breakwater protects the Harbor. There are 36 chains on the breakwater and he showed some of the links that have been recently changed out due to wear and breakage.

Mr. Schaal said in regards to the repair on the breakwater, all 36 chain links have been repaired now for \$114,500. We have bought ourselves a little more time but during the time when the chains had failed other parts of the breakwater were damaged and we are not back to a perfect state but we are better and the breakwater is straight again.

Committee Discussion

Mr. Ridgway asked if there was a response from the Office Management of Budget after the presentation?

Mr. Uchytel indicated our federal lobbyist said it went really well. Staff also salvaged some of the links, cleaned them up, and sent one to our federal lobbyist.

Mr. Ridgway recommended to make sure they know that federal assets are being protected by that breakwater.

Mr. Uchytel said we provided a rough estimate cost of \$40M for the new breakwater and our federal lobbyist thinks that might be the issue. We have been asked if the new breakwater can be broken up in phases to spread the cost out. We may need to strategize how that can be done.

Mr. Ridgway asked what portion of the breakwater makes it more desireable or less desireable in OMB's eyes.

Mr. Uchytel said he has pointed out that Docks & Harbors has invested nearly \$30M in the new Harbor facility. It is also protecting a private marina, NOAA assets, and Coast Guard assets.

Public Comment - None

X. Staff and Member Reports

Mr. Etheridge said he met with Mr. Uchytel, some of the Harris Harbor patrons, JPD, Coast Guard, and CBJ Law last night to discuss criminal activity. We found out last night that if a patron in the Harbor is a bad actor we may be able to remove the patron under the nuisance law but nothing is definate at this time. He heard from the patrons at last night's meeting that they are willing to pay more for having more security. A couple

CBJ DOCKS & HARBORS BOARD
OPERATIONS/PLANNING COMMITTEE MEETING MINUTES
Wednesday, April 21st, 2021

of the suggestions was to have a security gate at the top of the ramp and CBJ Law said we could do that. The gate would be open in the day and closed at night with a keyfob system that you can get in after hours. The patrons also wanted more cameras. The suggestion was to have on the main floats pointing both direction. The patrons at the meeting were willing to help pay for the gates. The patrons are interested in increasing protection and this group of patrons would pay the increase in live-aboard rates if there was an increase in security. He asked Mr. Uchytel to put a security gate at the top of Harris gangway on the agenda for the Board meeting next week for discussion. This would be a test to find out if this will work. The last estimate was \$15,000 per gate. His concern is that the bad people on the inside would let in the bad people. However, we will know who let that person in by the keyfob used and having a camera at the gate we will see who was let in.

Mr. Uchytel said UAS has sent a draft letter to extend the lease to May of 2022. Western Marine Construction is dredging the west end of Aurora and hit bed rock. We will not get -12, but we may get -6. If you want pictures of the Lumberman you should get them this week.

Mr. Etheridge asked how far the bed rock goes out into the mooring area?

Mr. Schaal said it is approximately 50 to 60 feet out from the corner. Staff did notice today they were spending a little more time in the area so we may be pleasantly surprised that they were able to remove more rock.

XI. Committee Administrative Matters

1. Next Operations/Planning Committee Meeting – Wednesday, May 19th, 2021

Mr. Uchytel said there will be a Special Board Meeting at 5:00 pm held in front of the Operations/Planning meeting for the public hearing for the Live-aboard regulation and Dockage charges regulation changes.

XII. Adjournment – The meeting adjourned at 8:10 p.m.

White Paper – Port of Juneau, Alaska

Background: Juneau, the landlocked capital of Alaska, is located 900 air miles north of Seattle in the State’s southeast panhandle. Primarily known as a government town, Juneau with its 32,000 residents is the third most populous city behind Anchorage and Fairbanks. The Port of Juneau operates under the charter of the City & Borough of Juneau (CBJ) and reports to an elected Assembly of nine officials through a nine member “empowered” Docks & Harbors Board, which is appointed. The Port Director is the chief executive and reports to the Docks & Harbors Board.

Juneau is home to the Mendenhall Glacier which is the most visited attraction in Alaska. The picturesque beauty and world class whale watching provides ample economic opportunities for tourism which is the largest private sector employment. Over 1.3M cruise ship passengers visited Juneau in 2019 providing an estimated \$200M in spending, nearly 22% of all local sales tax. Commercial fishing and maritime related jobs are likewise important to the community health with two major fish processing plants. Juneau is the 49th largest commercial fisheries port in the country by value with \$21.4M of fish landed in 2018. US Coast Guard, US Forest Service and NOAA each have major regional offices in Juneau.

Facilities: The Port of Juneau owns and operates: two neo-panamax cruise ship docks with associated uplands/parking lots, a lightering float for cruise ship vessels at anchor, the Port-Customs Building housing the US Customs Border Protection, four small boat harbors with 1200 vessel slips, six launch ramps for boat/trailer use, two commercial boatyards under private lease, three remote vessel mooring floats outside of the small boat harbors and manages over 250 acres of tideland and upland properties. In 2018, the Port of Juneau received 2-acres from the federal government through a MARAD Port Conveyance which was formerly a NOAA research facility [Note: Two other private cruise ship berth are geographically located in Juneau Harbor providing four total mooring facilities with additional capability of one vessel at anchor.]

Funding: The Port of Juneau oversees two “enterprise” operations which are completely funded through user fees and without local sales tax or local property tax support. The Docks Enterprise provides support to the seasonal cruise ship activity (May-October) and generated gross revenue of \$2M, pre-Covid. The Harbor Enterprise returns year-round revenues of \$4.25M supporting the small boat harbors, commercial and recreational maritime elements. The two funds are fiscally firewalled so that money is not intermixed between the two distinct operations.

Over the past decade, approximately \$150M have been invested in the Juneau waterfront half in support of the cruise ship’s Docks Enterprise and half supporting small boat harbors and commercial fishing interests through the Harbors Enterprise. Funding for cruise ship related infrastructure needs is primarily through passenger fees assessed on visitors arriving to Juneau on large, foreign flagged vessels as a *port-of-call*. These local and state fees, commonly

White Paper – Port of Juneau, Alaska

referred to as “head tax”, contribute \$13 per passenger to offset construction needs and seek to ameliorate impacts of 15K tourists into a community of 32K on the busiest days. In 2019, CBJ received nearly \$17M in head taxes which has enabled Juneau to develop and maintain suitable facilities meeting the needs of the cruise industry.

Funding for Harbors Enterprise is less reliable with the expectation that local user fees are the primary source of revenue. Nonetheless, Juneau has been successful in leveraging opportunities such as Alaska DOT Harbor Facility [matching] Grant, USF&G Dingell-Johnson Sport Grant, CBJ voter approved grants and State of Alaska Legislative grants. Juneau did receive \$3.2M in 2009 from the first round of TIGER grant funding which was used to augment construction of a commercial freight loading facility.

Future Needs: CBJ has effectively managed, modernized and recapitalized much of its waterfront; however, the vision remains to provide efficiencies to enhance the needs of our maritime customers. CBJ intends to apply for the following federal grants/requests this year:

1. **Small Cruise Ship Infrastructure.** Though CBJ has provided for large (neo-panamax) cruise berths and uplands, there remains limited facilities for small (<275 feet) US flagged cruise ships. Unlike a *port-of-call*, these vessels would be a *turn-port* to embark/disembark passengers as well as a logistical hub for resupplying. Passengers from these excursions typically spend a few days on either side of their cruise and provide economic opportunities for local small businesses and hoteliers. Docks & Harbors will be applying for a \$25M RAISE Grant.
2. **Dock Electrification.** After completing the \$54M neo-panamax cruise berths and \$25M in associated uplands projects, CBJ has commenced a study to provide *cold ironing* or dock electrification to one or both of the city owned cruise ship docks. We anticipate submitting a \$12M RAISE grant which would bring additional infrastructure to power one additional cruise ship in Juneau Harbor. [One of the two private docks currently has shore power.]
3. **Juneau Fisheries Terminal.** This project would enhance commercial fishermen’s efficacy in maintaining their fishing gear and vessels. Located between two of Juneau’s largest boat harbors, this project envisions a campus providing greater safety and ease of moving product to market. CBJ has been unsuccessful in efforts to secure TIGER or BUILD grant over the past 6 years requesting this \$25M project. We intend to request both a \$3M RAISE planning grant this summer AND full project under the MARAD Port Infrastructure Development Project grant. The Juneau Fisheries Terminal project has been the Docks & Harbor Board’s highest priority.
4. **Auke Bay Wave Attenuator.** The US Army Corps of Engineers has federal responsibility for federal navigation structures such as wave breaks, jetties and groins. CBJ Docks & Harbors has been diligently working with our federal partners to establish a “new start” to replace the existing breakwater which is approaching its useful life. This project, when completed, will take advantage of the recently acquired former-NOAA property through the MARAD Port Conveyance process.