

**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING**

October 13th, 2021

Via Zoom Meeting: <https://bit.ly/3ma9JUA>

Meeting ID: 834 7703 5745

Passcode: 305234

Call in: 253 215 8782

- I. **Call to Order** – October 13<sup>th</sup>, 2021 at 5:00pm
- II. **Roll Call** (Lacey Derr, James Becker, David Larkin, Mark Ridgway, Don Etheridge and Bob Wostmann)
- III. **Approval of Agenda**
- IV. **Public Participation on Non-Agenda Items** (not to exceed five minutes per person, or twenty minutes total time)
- V. **Approval of September 29th, 2021 Finance Sub-Committee Meetings Minutes**
- VI. **Unfinished Business**
  1. Docks & Harbors Rate Setting Policy Statement  
Presentation by the Sub-Committee Chair  
  
Committee Question  
  
Public Comment  
  
Committee Discussion/Action  
  
**MOTION: TO RECOMMEND ADVANCING THE RATE SETTING POLICY STATEMENT TO THE OCTOBER 20<sup>TH</sup> OPERATIONS-PLANNING COMMITTEE FOR CONSIDERATION.**
- VII. **Items for Information/Discussion**
  1. Docks & Harbors Fee Review & Prioritization  
Presentation by the Sub-Committee Chair  
  
Committee Discussion/Public Comment
  2. Port Director's definition of User Groups  
Presentation by Administrative Officer  
  
Committee Discussion/Public Comment
- VIII. **Sub-Committee Action Items**
- IX. **Good of the Order**
- X. **Next Meeting** – October 26th, 2021 @ 5 pm
- XI. **Adjournment**



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

- I. Call to Order** – Mr. Wostmann called the September 29th, 2021 meeting to order at 5:00pm.
- II. Roll Call** - The following members were in the Port Directors Conference room or on zoom meeting - David Larkin, Matthew Leither, Don Etheridge and Bob Wostmann.

Absent: Lacey Derr, James Becker, and Mark Ridgway

**III. Approval of Agenda**

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

**Motion passed with no objection.**

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

**V. Approval of September 8th, 2021 Finance Sub-Committee Meetings Minutes.**

Hearing no objection the September 8<sup>th</sup>, 2021 meeting minutes were approved as presented.

**VI. Items for Information/Discussion**

1. Docks & Harbors Rate Setting Policy Statement

Mr. Wostmann said the draft for the rate setting policy is in the packet on page seven. This is on the agenda for discussion. This will go to the Operations/Planning meeting next and to the Board for final approval.

Committee Discussion

Mr. Larkin asked about the CPI. Is Anchorage the correct CPI to use or is there one more closely related to our economy?

Mr. Wostmann said he has dealt with CPI adjustments in the past and to his knowledge the closest published CPI is the Anchorage based one.

Mr. Uchytel said we could look at the CPI for the whole state. But the only City CPI is Anchorage. This is historically how we have always done it.

Mr. Etheridge said Anchorage is the only city published in Alaska.

Mr. Wostmann said his experience for using this CPI has been adjusting rates for commercial property and Anchorage is the largest community in the state with lots of commercial property which was the closest they could come to. He said to his knowledge the Anchorage CPI is the best available to us.



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

Mr. Etheridge said because of the wording put in regulation for the increase amount, it was years before there was an increase, so in the overall picture, we went behind. If we do a CPI adjustment we should not set a minimum on the increase.

Mr. Wostmann commented that one of the ways to approach the CPI would be to have a base year set and each year the increase of the CPI from the base year to the CPI is computed and rounded either up or down and over time you stay even with the CPI. He said it may be appropriate to re-evaluate the base rate every three to five years to see if there is a reason to re-set it.

Mr. Leither asked if before he came on the Board the Board voted to increase the reserved dock space rate?

Mr. Uchtyl said yes there was a dockage fee that was voted to increase but on May 24<sup>th</sup> the Assembly voted to reject that proposal.

Mr. Leither asked in looking at the components of the approach, if we do an equity approach to a fee, people would be paying four times the rate that other people are paying and not receiving four times the amount of services or using four times the amount of resources? He said he wants to make sure we are not eliminating charging a market rate by always trying to be equitable with what we are charging.

Mr. Wostmann asked where this was talked about in the draft?

Mr. Leither said on page seven in the packet under Approach/Components #4 Equity Adjustment.

Mr. Wostmann said in this document one of the things we look at to determine the proper rate should be taken into account is equity or user groups that are comparable in the services they are receiving. We should also take into account market rates and the scarcity of a particular service. On page eight in the packet under #5 Sticker Shock/Rate Adjustment in the second sentence "changes in the underlying cost structure as well as user demand and changes in the market place". He said this could be clarified more with "the demand for use of facility or services" where there is more demand than availability could be a component for setting a rate.

Public Comment –

Mr. Kirby Day, Juneau, AK

Mr. Day commented that when you are setting dockage rates, cruise lines typically budget a year in advance so knowing as far in advance as possible would be helpful.

Mr. Wostmann said the policy statement currently states the base rate will be reviewed no more frequently than every three years and no longer than five years, and in the interim the CPI will apply. This is specifically so the industry has a basis for planning.



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

Mr. Wostmann said he will make change in language based on Mr. Leither's comments and bring it back to the Committee for review at the next meeting for final thoughts and comments. If all in agreement it will be forwarded to the Operations Committee and then the full Board.

Mr. Larkin said based on Mr. Day's testimony, and planning ahead for rate changes applies to everyone, maybe we should add something in this document that says when we are going to adjust rates that they will start at the next quarter or a period of time so people have a little time and it does not start right after it is approved at the Assembly.

Mr. Wostmann said the process itself takes at least ninety days. A rate change goes through two meetings of the Finance Sub-Committee, to the Operations Committee, to the Board, to the Board again for the public hearing, and then to the Assembly.

Mr. Larkin said he knows the process but after the Assembly votes to raise the rates, that could take effect in a month, that could be quick for some people. There should be a set time period for the rate to be effective and not just the next billing cycle.

Mr. Etheridge said we could set it so the rate increases happen in January and July.

Mr. Wostmann said the CPI usually was published in February. If it is known we will be using the CPI rate and it is published in February, he thought having the rate effective at the beginning of the season would be enough notice time.

Ms. Larson said the CPI is published in February and the Anchorage CPI has changed to Urban Alaska.

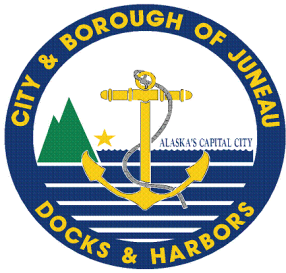
Mr. Wostmann asked if this is now based on all larger urban areas in the state including Fairbanks and Juneau.

Mr. Leither said he just looked it up and it includes Anchorage and the Mat-Su area.

Mr. Wostmann recommended to have a rate change effective April 1<sup>st</sup>. Typically a CPI change is not that much and it would not be substantial for Industry to take this into account. Every three to five year review we are anticipating could be a more substantial change and the proper way to address when that starts should be decided at that time. As part of publishing a rate change it could also be published when it will apply.

Mr. Uchytel said how it works currently is we do have a CPI adjustment for small boat harbors moorage that takes effect on July 1<sup>st</sup>. That makes sense because people pay a year in advance and it would be a lot of work for staff to go back and readjust and make a lot of mathematical permutations.

Mr. Wostmann said he is good with having the rate start July 1st.



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

2. Docks & Harbors Fee Review & Prioritization

Mr. Uchtyl said on page nine in the packet is a draft matrix. The idea is to review when fees have been changed, how much they provide to the Docks & Harbors enterprises, and the matter of helping this Committee prioritize which fees should be reviewed in what order. He said the Committee could look at the oldest fees, balance that with what fee will have the best rate change for our effort, and the highest return on investment with the time and resources this Committee has. The rates are provided for a calendar year and not a fiscal year. As far of the age of a regulation, the date is from when a regulation was changed last, but it is not always when the rate was changed.

Committee Discussion

Mr. Wostmann asked if staff could go back and change the revised date to the last rate change date. The Committee's focus is to go back and look at the oldest rates to determine the priority.

Mr. Uchtyl said staff can do that.

Mr. Wostmann said the rates to look at first on this document would be red or orange and then go to the revenue generated rates. Green are rates changed from 2016 to current, yellow are 2011-2015, orange are the 2006-2010 time frame, and red is older than 2006. He said he wants to get moving on some of these rates, but on the other hand we need a rate study to provide a better insight on how to adjust the rates and what the base should be. We will not have the results of the study until sometime in the spring. What we could reasonable do in the interim is to look at what rates do not have a CPI adjustment and is it appropriate to apply one, start a discussion on how often a rate needs reviewed whether it would be a more frequent review or a five year review. He asked Mr. Uchtyl if he has a good definition of our user groups?

Mr. Uchtyl said the user groups would be:

- Large Cruise Ships
- Small Cruise Ships
- Commercial Fishermen
- Recreational Small Boat Harbor Users
- Recreational Launch Ramp Users
- Tourism Industry Permittees
- Live-aboards

Mr. Wostmann asked Mr. Uchtyl to provide a memo with the user groups and a definition.



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

Mr. Larkin said he likes the document and just wanted to say that reviewing the fees does not always mean it needs to be adjusted. He commented on the reserved moorage waitlist fee that has review in progress. It says this was not looked at since 2005. We can look at it again but it may not need to be changed but just update the review date.

Mr. Wostmann agreed to look at the rates and maybe at a minimum apply the CPI which may not be a large increase but move us in a direction we want to go and have a consistent policy for all rates.

Mr. Leither asked why there is a review in progress for the reserved moorage waitlist fee.

Mr. Uchtyl said at one time the Committee went through several fees and there was a motion to increase the waitlist fee.

Mr. Wostmann said it was reviewed but it has not gone anywhere.

Mr. Leither asked why the reserved moorage fees do not have review in progress?

Mr. Wostmann said that is an oversight and he will fix that.

Mr. Etheridge said the dockage charges are still at the City Managers level waiting for a report from the City Manager to the Assembly. That fee change could still happen.

Mr. Uchtyl said because we have really started over with the fee review, it is probably fair to say no fees are in review or all fees are in review.

Mr. Wostmann said he will work with Mr. Uchtyl to have a more accurate review status because that did not get much attention.

Mr. Wostmann said what can we effectively work on now, and what do we need to wait on for our rate study.

Mr. Etheridge recommended to see what we want from the rate study and not look at all these fees that will just increase the expense of the study. The larger revenue sources need to be put in the rate study. The fees that generate \$2,000 or less would not need to be put in the rate study. He suggested the annual moorage fees, launch ramp fees, and live-aboard fees be put in the rate study.

Mr. Wostmann asked if a cutoff of \$100,000 in revenue be a good place to start?

Mr. Etheridge said yes.

Mr. Leither asked if there was any fee we could not apply the CPI to? This would be outside what the study would provide.



**DOCKS & HARBORS  
FINANCE SUB-COMMITTEE  
MEETING MINUTES**

September 29, 2021

Via Zoom

Mr. Wostmann said it would be almost all the rates but there are a few that we do not actually control the rate. We could go through this today or after updating the status. It might make sense to also add a CPI column with yes or no.

Mr. Etheridge said he agrees to add CPI to our rates that we have control over. He suggested to have a threshold for where we are at for the rate study.

Mr. Wostmann said he is hoping the rate study provides insight into setting the base rate. The CPI can be applied to almost all of our rates regardless of the rate study and we should proceed to do that.

Public Comment –

Mr. Dennis Watson, Juneau, AK

Mr. Watson said he agrees with the Board Chair on the process the Board needs to start with to stay on track.

**VII. Sub-Committee Action Items**

Mr. Wostmann said he will sit down and refine the rate overview list in the next few days to update the status and create a CPI column and tag all the rates where a CPI is appropriate. After this is updated he will distribute to the Committee members to review and to look at the rows that are red and orange and indicate if you agree that those are the most important rates to start with. The new version of this document including the rate change dates should be distributed prior to the next meeting.

Mr. Uchtyl said he is committed to drafting a memo defining the user groups.

**VIII. Good of the Order –**

Mr. Uchtyl said he will miss the next meeting on October 13<sup>th</sup>.

**IX. Next Meeting – October 13th, 2021 @ 5pm (corrected to October 13<sup>th</sup>)**

**X. Adjournment – The meeting adjourned at 6:01pm.**

# CBJ Docks & Harbors - Rate Setting Policy

## Introduction

The Enterprise Funds are operated and financed in a manner similar to private business. The intent of the governing body is to provide goods and services to the general public on a continuing basis and be financed or recovered primarily through user charges. The acquisition and improvement of the facilities have been financed from existing cash resources, issuance of revenue and general obligation bonds, and state and federal grant funds.

**Harbors Enterprise** – To account for operations, maintenance and capital improvement to the four City-owned boat harbors and numerous launch ramps.

**Dock Enterprise** – To account for operations, maintenance and capital improvements of the city-owned docks, which are heavily used by over 500 cruise ships during the summer months.

## Background

Over the last few decades, the D&H board has set and adjusted rates on an individual basis as the need arose for additional revenue or where significant changes in the quality of facilities or services suggested that a rate revision would be justified. As a result, some rates have not changed since 2005 while other have been adjusted multiple times as recently as this year. Starting in 2005, the board added a CPI adjustment to some rates and left some untouched.

While generally these rate adjustments were discussed in multiple public meetings, distributed via various media channels, and often presented at public comment opportunities, the impression remains with too many users of D&H facilities that the rate setting process is opaque and not justified by the underlying cost and services.

It is the intent of the CBJ Docks & Harbors Board to establish a rate setting policy which meets the following criteria:

1. It must be fair and reasonable
2. It must be consistent
3. It must be supported by data and an explanation of how the data justifies the rate
4. It must be sufficient to support the operations of docks and harbors
5. It must replenish capital investments
6. It must build reserves for contingencies and future growth
7. Where currently significant disparity exists between the cost allocation to user groups these need to be adjust in a fair and appropriate manner

## Approach

### Components

In general, there are several components which must be considered when setting a rate:

1. Recovery of operational costs
2. Recovery of capital investment
3. Build a reserve for contingencies and to build new capital for future growth
4. Equity adjustment



## 5. Sticker shock

### Rate Adjustment

After a rate has been set there should be consistency and predictability going forward. The proposed policy would be to apply the CPI adjustment annually on all rates and to set a review schedule for each rate based on issues such as the changes in the underlying cost structure as well as user demand and changes in the use of facilities or services. The underlying rate should be reviewed at least every five years and in order to provide stability for the user community not more often than every three years. The board will always have the discretion to deal with exceptional circumstances such as the recent COVID impact on cruise ship revenues.

### Discussion

#### Rates must be fair and reasonable

Fair and reasonable is primarily a subjective issue of perception. However, by implementing a defined and consistent approach and striving to allocate an equitable share of the cost to every user the D&H board strives to be fair to all users.

#### Rates must be consistent

By establishing this rate setting policy we will have a consistent approach to every rate and rate change. This will give commercial users the ability to plan for future years. Normally CPI changes will be applied starting April 1<sup>st</sup> and base rate changes either January 1<sup>st</sup> or July 1<sup>st</sup> as determined by the Board. Other starting dates may be established by the Board at its discretion.

#### Rates must be supported by data and an explanation of how the data justifies the rate

Meeting this component of the policy will present a significant challenge to the Board as well as D&H staff. In order to create a starting point and baseline for the underlying components of each rate the Finance Sub-committee is recommending that a professional consultant firm be retained to perform a rate study

#### Rates must be sufficient to support the operations of docks and harbors

This item will also present a challenge for staff as in most harbors both the facility as well as the staff support multiple user groups each of which can have their own rate structure.

#### Rates must replenish capital investments

This item can normally be clearly defined for each facility. Policies will need to be established in consultation with the CBJ Finance director for facilities where funds from multiple sources were used. The rate study is expected to provide guidelines determining remaining useful life and repayment schedules.

#### Rates must build reserves for contingencies and future growth

Setting a target for building reserves will be largely a board decision but the basis and need for additional reserves must be clearly defined.

Where currently significant disparity exists between the cost allocation to user groups these need to be adjusted in a fair and appropriate manner

In some cases where rates have not been adjusted in many years a large increase may be indicated. This should be recovered over a reasonable number of years.

DRAFT

## CBJ Docks Harbors Rate Overview

| Code            | Title   | Description   | Fee  | Last revised date                                | Fee Change Date                | CY 2019 Revenue  | Code   | Review Status | CPI    |
|-----------------|---|---|--|--|--------------------------------|--|--|---------------|--------|
| 05 CBJAC 10.040 | Tour Sales Permit                                     | A tour sales permit authorizes the solicitation and sale of tours and experiences   | \$30,000   | 4/1/2015   | 4/1/2015                       | \$270,000.00   | P09  |               | Y/N    |
| 05 CBJAC 15.030 | Dockage Charges                                       | Berthing at designated restricted docks   | \$1.50/ft <65 ft<br>\$2.50/ft <200 ft<br>\$3.00/ft >200 ft<br>per day  | 5/15/2017  | 5/1/2007                       | \$716,751.00   | P01  |               | N      |
| 05 CBJAC 15.040 | Port maintenance fee                                  | Use of designated restricted docks  | \$0.055/registered ton per day   | 3/5/2007   | 3/5/2007                       | \$817,406.23   | P06  |               | N      |
| 05 CBJAC 15.050 | Potable water fee                                     | Taking on of water at metered docks   | 150% of CBJ rate (\$5 per/1,000 gallons or \$27 unmetered)   | 4/11/2017  | 4/11/2017                      | \$155,024.10   | P07  |               | N      |
| 05 CBJAC 15.060 | Vessel lightering fee                                 | The charge assessed to vessels for dropping-off or picking-up passengers at the Marine Park Lightering Float or the Intermediate Vessel Float                                 | \$600 per day  | 5/1/2005   | 5/1/2005                       | \$16,200.00  | P08  |               | N      |
| 05 CBJAC 15.080 | Loading permit fees                                   | The charge assessed for obtaining a loading permits<br>"A" or "B" permit<br>Limited permit  | \$400/company plus \$9/seat<br>\$15 per/vehicle/day or \$250/year  | 5/23/2017<br>5/23/2017                           | Next adjustment by<br>CPI 2025 | \$109,035.00   | P10-P12  |               | Y      |
| 05 CBJAC 15.095 | Other fees  | The fee assessed for the use of CBJ Docks and Harbors Department facilities that are not specifically addressed in CBJ Administrative Code.                                   | Case-by-case   | 5/1/2005   |                                | \$4,805.00   | H61 (2020)                                     |               |        |
| CBJAC 15.100    | Other CBJ fees billed by docks and harbors department | The fee is assessed to certain passenger vessels entering into any port within the City and Borough of Juneau<br>Marine passenger fee.<br>Port development fee.               | \$5.00 per passenger<br>\$3.00 per passenger   | 5/23/2013<br>5/23/2013                           | 5/1/2005<br>5/23/2013          | \$6,419,265.00<br>\$3,821,223.00                             | P16<br>P17/P18                                 |               | N<br>N |
| 05 CBJAC 15.110 | Boom truck usage fee                                  | boom truck services   | \$120/hr first hour<br>\$60/30 min thereafter  | 3/5/2012   | 3/5/2012                       |  |  |               | N      |
| 05 CBJAC 20.020 | annual moorage fee for skiffs                         | open-hulled vessel 21 feet or less in length  | \$300 per year   | 4/11/2016  | reduced 4/11/16                | \$8,700.00   | H94  |               | N      |
| 05 CBJAC 20.030 | Daily moorage fees                                    | The fee charged on a daily basis to the owner of a vessel for berthing the vessel in designated Juneau harbors  | \$0.23/ft plus annual CPI  | 7/15/2013  | Yearly with CPI                | \$272,048.00   | H10/H11  |               | Y      |
| 05 CBJAC 20.035 | Monthly moorage fees                                  | The fee charged on a monthly basis to the owner of a vessel for berthing the vessel in designated Juneau<br>Downtown<br>Statter<br>Annual Moorage Fees<br>Downtown<br>Statter | \$4.40/ft plus annual CPI<br>\$7.30/ft plus annual CPI<br>\$4.40/ft plus annual CPI<br>\$7.30/ft plus annual CPI | 6/13/2016<br>6/13/2016<br>6/13/2016<br>6/13/2016 | Yearly with CPI                | \$653,665.00<br>\$420,277.00<br>\$520,249.00<br>\$170,033.00 | HO3 / H15<br>HO6/H18<br>HO1/HO2<br>HO4/HO5/H13 |               | Y      |
| 05 CBJAC 20.042 | Monthly pre-paid discounts                            |   |  |  |                                |  |  |               |        |
|                 | Annual  | 10%   |  | 6/13/2016  | 6/13/2016                      |  |  |               | N      |
|                 | Semi Annual   | 5%  |  | 6/13/2016  | 6/13/2016                      |  |  |               | N      |
| 05 CBJAC 20.044 | Active fishing vessel discount at Statter Harbor      | In lieu of the requirement to pay daily fees for use of Statter Harbor  | 20 days - see ordinance  | 1/4/2021   | 6/5/2006                       | -\$8,927.56  | H14  |               | N      |
| 05 CBJAC 20.045 | Fee for tenders                                       | moorage of tender in the water along with their primary vessel  | varies -see ordinance  | 4/11/2005  | 4/11/2005                      | \$13,990.00  | H12  |               | N      |
| 05 CBJAC 20.050 | Residence surcharge                                   | fee assessed to the owner of a vessel when the vessel is used by any person as a residence  | \$69/month plus \$23/month for each resident over four   | 3/15/2010  | 4/15/2008                      | \$111,090.00   | H22/H22A                                       |               | N      |
| 05 CBJAC 20.060 | Recreational boat launch fees                         | Recreational use of designated CBJ launch ramps   |  |  |                                |  |  |               |        |
|                 | Annual  |   | \$90   | 11/10/2015                                       | 1/1/2007                       | \$142,260.00   | H23/H230                                       |               | N      |
|                 | Daily   |   | \$15   | 11/10/2015                                       | 1/1/2016                       | \$3,495.00   | H24  |               | N      |

DRAFT

## CBJ Docks Harbors Rate Overview

|                 |  |  |  |   |           |              |            |                       |   |   |
|-----------------|--|--|--|---|-----------|--------------|------------|-----------------------|---|---|
| 05 CBJAC 20.070 | Fees for commercial use of boat launches | Commercial use of designated CBJ launch ramps                            | Daily  | \$30  | 7/31/2017 |              | \$60.00    | H25C                  |   |   |
|                 |  |  | Annual   | \$250 per trailer   | 7/31/2017 | 11/17/2015   | \$3,810.00 | H25                   |   |   |
|                 |  |  | Freight Use  | \$60.00 for the first hour \$30.00 for each additional hour | 7/31/2017 |              | \$3,570.00 | H26/H27               |   | N |
|                 |  |  | Freight Staging  | \$25.00 per 24-hour period per 1,000 square ft              | 7/31/2017 | 12/14/2009   | \$2,300.00 | H29                   |   | N |
|                 |  | Special  | case-by-case   | 7/31/2017   |           |              | H28        |                       |   |   |
| 05 CBJAC 20.080 | Passenger-for-hire fee                   | Permit needed for vessel owners to conduct passenger-for-hire activities | \$518 per vessel/inspected, \$156 per vessel/uninspected plus \$1.50 per/passenger | 4/1/2015  | 4/1/2015  | \$181,466.00 | H31-H35    | Proposed 10% increase | Y |   |
| 05 CBJAC 20.090 | Statter lower parking lot permit fee     | Fee for picking-up and discharging passengers for passenger-for-hire     | \$300 per/year plus \$15 per/seat \$25 per vehicle/day                             | 7/15/2013   | 7/15/2013 | \$15,615.00  | H37 / H38  |                       | N |   |
| 05 CBJAC 20.100 | Grid usage fees                          | Fee for using Harris Harbor Grid   | \$1 per foot/day   | 3/30/2017   | 3/30/2017 | \$2,801.00   | H44        |                       | N |   |
| 05 CBJAC 20.110 | Crane use fees                           | Fee for using hydraulic crane  | \$5 per/15 minutes   | 8/10/2015   | 8/10/2015 | \$13,085.00  | H45        |                       | N |   |
| 05 CBJAC 20.130 | Storage fees                             | Long-term storage in designated areas                                    | \$0.50 per/square foot per/month   | 8/10/2015   | 8/10/2015 | \$28,525.10  | H51        |                       |   |   |
|                 |  | Vessel storage (May-September)   | \$1 per/foot up to 5 days  | 8/10/2015   | 8/10/2015 |              |            |                       |   |   |
|                 |  | Vessel storage (May-September)   | \$3 per/foot after 5 days  | 8/10/2015   | 8/10/2015 |              |            |                       |   |   |
|                 |  | Vessel storage (October-April)   | \$8 per/foot/month   | 8/10/2015   | 8/10/2015 |              |            |                       | N |   |
| 05 CBJAC 20.140 | Staff labor fees                         | Required in the furtherance of duties                                    | \$75 per hour/staff (1 hour minimum)   | 8/10/2015   | 8/10/2015 | \$4,650.00   | H52/H53    |                       | N |   |
|                 |  |  | \$125 boat per hour (1 hour minimum/30 minute increments)                          | 8/10/2015   | 8/10/2015 | \$375.00     | H54        |                       |   |   |
| 05 CBJAC 20.150 | Reserved moorage waitlist fee            | Placement on reserved moorage waitlist                                   | \$50 sign-up fee / \$10 annual fee   | 4/11/2005   | 4/11/2005 | \$1,420.00   | H56/H57    |                       | N |   |
| 05 CBJAC 30.010 | Shorepower access fees                   | Shorepower - Port  | see chart  | 9/18/2017   | 9/18/2017 | \$12,673.00  | P19-P42    |                       | N |   |
| 05 CBJAC 30.010 | Shorepower access fees                   | Shorepower - Harbor  | see chart  | 9/18/2017   | 9/18/2017 | \$90,930.00  | H62-HH86   |                       | N |   |
| 05 CBJAC 40.010 | General moorage management policy        | Vessel salvage & disposal - non-refundable surcharge                     | \$0.25 per foot/month  | 7/15/2013   | 7/1/2007  | \$16,245.00  | H95        |                       | N |   |
| 05 CBJAC 40.065 | Vessel anchoring requirements            | Long-term permit   | \$100 permit fee   | 2/20/2018   | 2/20/2018 |              |            |                       | N |   |
|                 |  |  | \$0.25 per foot/day  | 2/20/2018   | 2/20/2018 | \$13,687.50  | H105       |                       |   |   |

Code

|                |
|----------------|
| 2016 - current |
| 2011 - 2015    |
| 2006 - 2010    |
| older          |

DRAFT



# Port of Juneau

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

**From:** Carl J. Uchytel  
Port Director

**To:** Docks & Harbors Finance Sub-Committee

**Date:** October 8<sup>th</sup>, 2021

**Re:** Defining Docks & Harbors User Groups

---

1. I was asked to define various user groups who frequent our facilities:
  - a. Recreational vessels users (with reserved moorage or transient) at any of our four small boat harbors.  
*Docks & Harbors estimates approximately 1000 boat slips in the four harbors. It is an estimate because of the transient nature of Statter Harbor as well as the north end of Aurora demolished. The vast majority of our patrons have access to water, electrical and year-round sewage discharge.*
  - b. Summer seasonal yachts and luxury charters typically with reservations at the IVF, PFO and Statter Breakwater.  
*Docks & Harbors manages visiting yachts and luxury charters between 65 feet and 300 feet which typically will make reservations ahead of arrival.*
  - c. Small boat harbors live-aboard community  
*It is estimated that one in five of all vessels in our small boat harbors pay a live-aboard, Resident Surcharge of \$69/month for residing more than 3 days per month.*
  - d. Commercial fishing vessels at any of our four small boat harbors  
*Commercial fishing vessels are estimated to make up 200 vessels in the four small boat harbors. This user group routinely uses the Auke Bay Loading Facility drive down float, the Douglas Harbor Breakwater, Taku Harbor, Taku Dock and the cranes at the Juneau Fisheries Terminal.*
  - e. Commercial charter vessels at any of our four small boat harbors  
*Predominately this user group leverages the facilities at the Statter For Hire Floats and the Auke Bay Marine Station.*
  - f. Commercial boatyard activity at the Downtown Boatyard and Auke Bay Boatyard  
*Docks & Harbors leases two boatyards to Harri Commercial Marine (Downtown) and Karl's Auto & Marine (ABLF) for \$29,307 and \$36,000, respectively.*
  - g. Commercial tide land and other leases  
*Docks & Harbors has 42 active leases with private parties for use of CBJ managed property.*
  - h. Commercial downtown vendor booth sales  
*Up to eleven vendor brokerages operate three separate sales booths along the downtown waterfront. The minimum application fee is \$30,000 per permittee.*
  - i. Commercial regional freight hauling activity at the Auke Bay Loading Facility  
*Approximately five freight hauling companies have utilized the services at the ABLF to haul freight throughout SEAK. The companies pay a commercial loading rate.*
  - j. Launch Ramp users at any of our six launch ramp facilities

Approximately 1500 launch ramp decals are issued yearly to local residents for the privilege of using the six launch ramp facilities (Douglas, N. Douglas, Harris, Statter, Amalga & Echo Cove). Permits are required for truck and trailer operations as well as for kayak launching. There is no fee to launch a kayak at Amalga Harbor due to funding from ADF&G. Additionally, five companies in Juneau have purchased commercial launch ramp permits.

- k. Large Cruise vessels using Alaska Steamship Dock, Cruise Ship Terminal Dock & PFO float  
*Approximately 300 cruise ships call on the CBJ owned docks or the lightering float each summer.*
- l. Small Cruise vessels using IVF and Inside Cruise Ship Terminal  
*The National Geographic brand, US flagged small cruise ships use Juneau as a turn-around port.*
- m. Transportation companies using the Cruise Ship Terminal Staging Area, Columbia Lot & Brickyard.  
*Docks & Harbors manages the downtown parking lots which are also fed from the AJ Dock.*
- n. Private Vehicle Parking Lots. *From May to October, Docks & Harbors charges for parking at the Taku Lot, Statter main parking lot and Statter Launch Ramp.*
- o. Miscellaneous non-revenue users such as Wayside Park Float, Seawalk, Taku Harbor.

|                                   | Location <sup>1</sup>                           | Revenue Generated (CY19) | Number of Users         |
|-----------------------------------|---|--------------------------|-------------------------|
| Recreational vessels              | DH, HH, AH, SH                                  | \$1,738,250              | ~1000 slips             |
| Seasonal yachts & luxury charters | IVF, ICT, SH B/W                                | \$188,685                | 51 vessels & tenders    |
| Live-aboards                      | DH, HH, AH, SH                                  | \$111,090                | ~135 registered         |
| Commercial Fishing                | DH, HH, AH, SH                                  | \$306,750 <sup>2</sup>   | 15% of all slips (est.) |
| Passenger for Hire                | SH & Downtown                                   | \$181,465                | 58 companies            |
| Boatyard Leases                   | Downtown & Auke Bay                             | \$65,307                 | 2 users                 |
| Commercial leases                 | Throughout CBJ                                  | \$935,534                | 42 leases               |
| Vendor Booth Permits              | Downtown Seawalk                                | \$270,000                | 9 permit holders        |
| Commercial Freight                | ABLF  | \$5,870                  | 4 users                 |
| Launch Ramp User                  | 6 launch ramps                                  | \$148,253                | 2039 permits issued     |
| Cruise Ships - Large              | CT, AS, PFO Lightering                          | \$1,550,3570             | ~300 calls on CBJ docks |
| Cruise Ships – Small              | ICT & IVF                                       | \$12,606                 | 5 vessels               |
| Tourism Transportation Companies  | Brickyard, CSTSA, Columbia Lot, SH              | \$124,395                | 52 Companies            |
| Parking - POV                     | Taku Lot, SH/SH Ramp                            | \$167,311                | Many                    |
| Non-revenue users                 | Seawalk, Wayside Float, Taku Harbor, CBP Office | \$0                      | Many                    |

#

<sup>1</sup>DH = Douglas Harbor; HH = Harris Harbor; AH = Aurora Harbor; SH = Statter Harbor  
 IVF = Intermediate Vessel Float; ICT = Inside Cruise Ship Terminal Dock; PFO = Port Field Office Float  
 CT = Cruise Ship Terminal Dock; AS = Alaska Steamship Dock  
 CSTSA = Cruise Ship Terminal Staging Area; ABLF = Auke Bay Loading Facility

<sup>2</sup>Harbors Enterprise also received \$447,000 through the State Fisheries Business Tax