

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

Wednesday, May 11th, 2022

Via zoom meeting - <https://bit.ly/3w3SQA0>

Call In: 253-215-8782

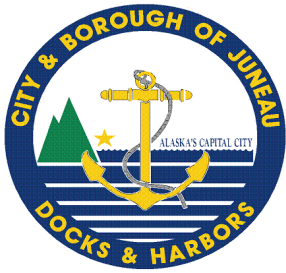
Meeting ID: 812 5904 9008

Passcode: 969164

- I. Call to Order** – May 11th, 2022 at 5:00pm in the Port Directors Conference Room and via zoom.
- II. Roll Call** (Lacey Derr, James Becker, David Larkin, Matthew Leither, 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 and will only be taken via zoom)
- V. Approval of Tuesday April 12th, 2022 Finance Sub-Committee Meeting Minutes.**
- VI. Items for Information/Discussion**
 1. 1% Sales Tax Initiative Projects – Harbor Enterprise
Presentation by Harbormaster

Committee Discussion/Public Comment
 2. Taku Harbor Revenue Challenges & Opportunities
Presentation by Harbormaster

Committee Discussion/Public Comment
- VII. Next Meeting** – May 25th, 2022 @ 5:00pm
- VIII. Adjournment**



DOCKS & HARBORS FINANCE SUB-COMMITTEE MEETING MINUTES

Wednesday, April 12th, 2022
CBJ Room 224 and Zoom Meeting

- I. Call to Order** – April 12th, 2022 at 5:30 pm in CBJ – Room 224.
- II. Roll Call** – The following members were in attendance in CBJ Room 224 or via zoom. (Lacey Derr, Matthew Leither, Mark Ridgway, Don Etheridge and Bob Wostmann)

Absent - James Becker, and David Larkin.

Also present: Carl Uchtyl – Port Director, and Teena Larson – Administrative Officer

III. Approval of Agenda

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

IV. Public Participation on Non-Agenda Items - None

- V. Approval of Wednesday March 22nd, 2022 Finance Sub-Committee Meetings Minutes.** Hearing no objection, the March 22nd, 2022 Finance Sub-Committee minutes were approved as presented.

VI. Items for Information/Discussion

1. Budget Preparation for Assembly Finance Committee (AFC)

Mr. Uchtyl said in the packet is the power point presentation for the Assembly Finance Committee meeting for next Wednesday April 20th. Next Wednesday is also the Special Board meeting at 5:00 pm for the public hearing for the Dockage Special that will allow the small size cruise ships to operate with the same dockage fee as last year because they pay marine passenger fees. At the Operations meeting immediately following the Special Board, the only item for discussion would be future Board meeting times and dog waste that Ms. Derr would like to present.

Mr. Uchtyl went over his presentation for Assembly and requested members provide feedback.

Committee Discussion

Mr. Wostmann asked on the Harbors Fund Overview what were the projects the fund balance was spent on?

Mr. Uchtyl said Aurora Harbor Phase II, Statter Harbor, Harris Harbor, and Douglas Harbor.



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Mr. Ridgway recommended to say what our target fund balance is?

Mr. Wostmann said he felt more comfortable with a higher fund balance than \$800,000.

Mr. Ridgway suggested to say Docks & Harbors is responsible for operations and maintenance of in excess of ¼ billion dollars in assets.

Mr. Uchytel said based on our property insurance we have a replacement plan for over \$122M dollars. With everything including property, it could be a quarter of a billion. He is not sure if we want to say the value of our property is over \$122M.

Mr. Wostmann wanted to ask HDR what an appropriate reserve would be for our fund balance.

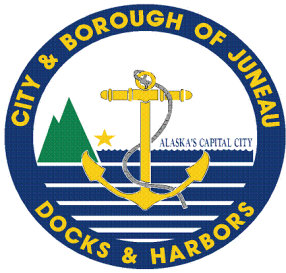
Mr. Uchytel said you will get a different answer from who you ask. Finance will say you need four months of operations. Asking someone else you may get a different answer.

Mr. Ridgway commented asking an appropriate fund balance is a very complex question and where is the money going to come from, we do not know. It is not realistic to have our fund balance pay for projects. The Board should indicate what our targeted fund balance is.

Mr. Uchytel commented that this is a biennial budget and not about what our fund balance should be.

Mr. Uchytel continued with going over the presentation. Finishing his presentation he said over 17% of all Docks & Harbors revenue goes back to CBJ for maintenance, interdepartmental fees, fleet, and property insurance. This year our insurance cost \$137,000 for both Docks and Harbors Enterprises. Next year we have a 210% increase to \$426,000 and we cannot pass \$300,000 on to our user groups. Between of that increase and the potential lease payments to UAS these are huge challenges for Docks and Harbors. He wanted to point out from FY16 to FY21 Docks & Harbors only had \$8,100 in claims. This year we will have a storm damage claim of \$300,000. The premium is based on \$122M replacement value. He showed a slide on the inflation from 2013 to 2021. Looking at this data, it shows our expenses increased by 1.8% annually but our revenues have decreased by 9% annually over the same time period.

Mr. Ridgway said he does not believe this slide will fit with the budget presentation.



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Mr. Wostmann said since we enacted the CPI, this is not the picture going forward, and he is not sure this slide is useful for anything.

Mr. Uchtyl said what he is hearing from the Board is to remove the slide showing inflation and just keep with the basic budget slides.

The members agreed to just show the basic budget slides in the Assembly budget presentation and the CPI information can be discussed in a later joint meeting with the Assembly.

Public Comment - None

2. Harbor Rate Study – Selected User Group Discussion

Mr. Wostmann said the meeting with the User Groups have already happened and he asked to have this on the Agenda. He believes the rate study is determined on the quality of data that is taken in. It is important to find out now if there are some major issues or questions that should be asked.

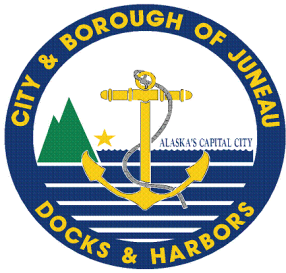
Committee Discussion

Mr. Etheridge said a lot of the information at the user group meetings went beyond the question being asked. This is really hard to look at this and say we need to ask this or that because the users added a lot more information.

Mr. Wostmann asked in viewing the attached questions are there any major concerns.

Mr. Ridgway commented with the question asking, “if an user would pay more for more services”, he is not sure if that is where we are at necessarily. This study is to find out if we can charge enough to keep status quo. It is a separate issue that if Docks & Harbors discovers they are not making enough money to cover what the current services are, would they support increasing fees. It is more a status quo. This is really saying, if your fees are increased, there will be more services and that is not the case. We need to cover the deferred maintenance, continued operations and keep the stuff we have floating. He does not know if we have enough money to maintain what we currently have. Not raising the rates for the last 15 years makes him doubt we are charging enough. If he was one of these users he would ask “okay if my fees go up, where is the increase in services”?

Mr. Wostmann recommended to bring this up at the next Board meeting and ask Mr. Homan if the data he has been gathering has insight to that.



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Mr. Leither said he was in one of the user group meetings and everyone had a lot to say until that question came up and that was not what everyone was thinking. His thought was to maintain what we already have and that question took him by surprise.

Mr. Ridgway said the question does not separate between maintenance of facilities and services and increases versus status quo.

Mr. Etheridge said one of the things he noticed was none of the users knew what services they actually got.

Mr. Leither said that was what the rant in his group.

Mr. Etheridge said people do not see the maintenance but they see the lack of maintenance. This is a problem because we need to do maintenance.

Mr. Wostmann said with the question asking for more money but not to keep the status quo question in that context, most of the people said "yes". What do they want the money spent on is another question?

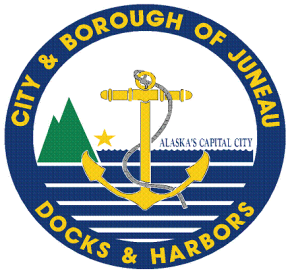
Mr. Etheridge said the only group that did not want to pay more for services was the live-aboard group.

Mr. Ridgway asked if there was any feedback on the increased services for the night patrol?

Mr. Etheridge said there were several people that spoke up and said they would pay additional for those type services increased.

Mr. Uchtyl said Mr. Homan was trying to flush out how elastic the prices were for the various user groups. Does an increase cause any angst? He was surprised the Commercial Fisherman said they would pay more with better facilities. The launch ramp users did not like that we pay to maintain Taku Harbor and that we do not receive any revenue from that facility. The cruise ship user group felt the fees are high and the Charter operators felt they were coming out of a pandemic and they did not want the fees raises.

Mr. Wostmann suggested bring this question to the Board to ask Mr. Homan and if the whole Board is unhappy with the answer we could take some action at that time.



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Mr. Etheridge said the one take away he had from listening to all the user group meetings is no one uses water or garbage.

Public Comment – None

VII. Next Meeting – April 27th, 2022 @ 5:00pm

VIII. Adjournment – The meeting adjourned at 6:26pm.



Port of Juneau

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From: *Carl J. Uchytel*
Port Director

To: Docks & Harbor Board

Date: April 28th, 2022

Re: 1% SALES TAX INITIATIVE PROJECTS – HARBORS ENTERPRISE

1. At the March 31th regular Board meeting, the Board of Directors agreed to rank order projects for Assembly consideration as part of the 1% Sale Tax Project Initiative process. The ranking of these projects are provided in attached enclosure. It is uncertain how the Assembly will evaluate which projects will be presented to the voters on the October 4th ballot. The CBJ Charter requires the Assembly approve a slate of projects eligible for the 1% Sales Tax Project Initiative which will be not later than the July 11th, 2022 Assembly meeting. This memo is intended to codify the will of the Docks & Harbors Board of Directors.
2. The following are the five projects ranked highest from the March meeting:
 - a. Aurora Harbor Phase III/IV: After the planned demolition and Army Corps of Engineers dredging of the north end of the Aurora Harbor basin, additional funds would be used to leverage the ADOT Harbor Grant to continue rebuilding this small boat harbor. Docks & Harbors has previously invested \$16M to recapitalize the first two phases and approximately one-third of the harbor remains empty. Docks & Harbors has \$1.5M from the 2017 1% Sales Tax Initiative with a \$500K commitment from the Harbor Fund Balance in applying for a \$2M ADOT Harbor Grant. Any additional 1% Sales Tax revenues would go to expanding the scope of the project.
 - b. Wayside Park Maintenance Dredging: In 2000, the existing 50 foot by 100 foot roadside fishing float was designed/constructed by ADOT and then transferred to CBJ for management along with property conveyance. The float is heavily used by locals and provides a vehicular drive down for ADA accessibility. Over the past two decades, isostatic rebound has resulted in the float being aground a certain low tides. The periodic grounding is believed to be damaging to the structural integrity of the float. The Port Director knows of no other grant program which can be leveraged for this purpose. A 2014 detailed estimate to dredge this location was \$350K.
 - c. Douglas Harbor Uplands Improvements: With the most recent recapitalization project completed in 2018, the Mike Pusich Douglas Harbors float are relatively new. However, the uplands, including the launch ramp and harbor parking lots, are unimproved and lack landscaping and other similar amenities enjoyed at the Statter facility. The Douglas Advisory Board and other Douglas residents have pleaded their desire for the lots to be paved, landscaped and an

appropriate harbor walk installed. The Port Director knows of no other grant program which can be leveraged for this purpose. The cost for improvements are scalable to \$2M.

- d. North Douglas Boat Ramp Improvements: The existing launch ramp is inadequate for the volume of use and an unscientific survey from August suggested strong community support for expanding this facility. Other than a rudimentary rendering showing one-hundred truck-trailer parking spots and a double launch float, no significant design efforts have commenced. In addition to citizen concerns surround additional North Douglas Highway traffic, Docks & Harbors will need to navigate ADOT Right-of-Way challenges before serious design efforts can commence. The Port Director believes there will be matching funds via the ADOT Harbor Grant program and through the Dingell-Johnson Sport Fish Restoration Act which administered through ADF&G. It is anticipated that \$20M would be required for a 100 truck-trailer parking lots, which is scalable.
 - e. Cost Share w/ACOE - Statter Breakwater Feasibility Study: The existing breakwater is approaching 40 years and is in need of recapitalization. The Army Corps of Engineers is federally responsible for breakwaters, jetties & groins. The process to advance Docks & Harbors' interests is to petition ACOE to enter into a feasibility cost sharing agreement (FCSA). In this phase, the ACOE would evaluate solutions to replace the existing breakwater. The local applicant (Docks & Harbors) would be responsible for ½ of the analysis, up to \$1.5M. After 5 years of requesting this ACOE "new start", the Port Director has reason to believe it will be included in the federal FY23 WRDA Bill which funds much of the ACOE.
3. There is developing information on two projects which may influence Board member's decision in weighing the individual projects which were considered at the March meeting.
- a. Public-Private Partnership (P3) with Marine Exchange of Alaska (MXAK): Docks & Harbors has been approached by MXAK with a need to expand their waterfront operations in the vicinity of their existing main office overlooking Harris Harbor. The evolving discussion has led to an opportunity to partner with MXAK to develop a shared building which could replace the existing Aurora Harbor Office building. Leveraging the value of the property assigned to the MXAK facility needs could provide a springboard to aggressively pursue replacement of the Aurora Harbor building. There are no other known grant opportunities for this purpose.
 - b. Taku Harbor Recapitalization: Docks & Harbors staff mobilized last week to Taku Harbor to pressure clean and make repairs to the floats. These floats were repurposed from the Amalga Harbor project from the early 2000's and are past their useful life. The Deputy Port Engineer led the repair efforts and is expressing concerns about the viability of maintaining the existing float system into the future. Matching funds via the ADOT Harbor Grant program or through the Dingell-Johnson Sport Fish Restoration Act could be leveraged with local money to recapitalize. This project is scalable to \$5M.

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Encl: Docks & Harbors Board Ranking Priority

DEPARTMENT CAPITAL IMPROVEMENT PRIORITIES

D&H Board Ranking

Harbors	Project Name	Larkin	Derr	Becker	Etheridge	Wostmann	Smith	Ridgway	Leighter	Grant	Weighted Raw Points
	Aurora Harbor Rebuild - Ph III	1	1	1	1	1	5	4	4	2	34
	Aurora Harbor Rebuild - Ph IV								5	5	2
	UAS Downtown Property Purchase							1	1	1	15
	Cost Share w/ ACOE - Statter Breakwater Feasibility Study	2			3				2		11
	Aurora Harbor Dredging - Tug Slips						4				2
	Wayside Float Maintenance Dredging	3	1	2	2	3	3	5	3	3	29
	North Douglas Boat Ramp Improvements		2			2		3			11
	Aurora Harbormaster Building and Shop Replacement	4								4	4
	Douglas Harbor Uplands Improvements	5	3			4	1	2			15
	Fish Sales Facility - Harris Harbor						2				4
	Taku Harbor/Stockade Point Float Replacement					5					1

Weighted Raw

#1 = 5 points

#2 = 4 points

#3 = 3 points

#4 = 2 points

#5 = 1 point