

**CBJ DOCKS & HARBORS BOARD**  
**FINANCE MEETING AGENDA**  
**For Tuesday, April 27, 2010**

- I. Call to Order (5:00 p.m. to 7:00 p.m.) in the **Room 224, City Hall.**
- II. Roll Call (Preston, Jardell, Jebe, Kueffner, Mehrkens, and Etheridge).
- 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 Previous Meeting Minutes.  
Presented by the Committee Secretary

Public Comment

**MOTION: TO APPROVE THE MARCH 23, 2010 FINANCE COMMITTEE MEETING MINUTES AS PRESENTED OR AMENDED.**

Committee Discussion/Action

- VI. Items for Action.
  - 1. Public Hearing for Regulation Change on Storage Fee Discount  
Presentation by the Port Director

Public Comment

**MOTION: TO RECOMMEND THE BOARD ADOPT AN AMENDMENT TO THE HARBORS FEE REGULATIONS ADDRESSING STORAGE FEE DISCOUNTS FOR RESERVED MOORAGE PATRONS AND ASK UNANIMOUS CONSENT.**

Committee Discussion/Action

- 2. Public Hearing for Changes to the Waterfront Sales Permit Regulations  
Presentation by the Administrative Officer

Public Comment

**MOTION: NO MOTION REQUIRED. THE PUBLIC COMMENT PERIOD CONTINUES AT THE NEXT FINANCE COMMITTEE HEARING.**

Committee Discussion/Action

3. Slip E-23 Boat Shelter Sale.  
Presentation by the Port Director

Public Comment

**MOTION: TO BE DEVELOPED AT THE MEETING**

Committee Discussion/Action

4. Summer Harbor Moorage Promotion  
Presentation by the Port Director

Public Comment

**MOTION: TO BE DEVELOPED AT THE MEETING**

Committee Discussion/Action

VII. Items for Information/Discussion.

1. Financial Status Reports  
Presentation by the Administrative Officer

VIII. Staff & Member Reports.

IX. Committee Administrative Matters.

1. Next Finance Committee Meeting – May 25, 2010

X. Adjournment.

**MOTION: TO ADJOURN THE FINANCE COMMITTEE MEETING.**

CBJ DOCKS & HARBORS  
**FINANCE COMMITTEE MEETING MINUTES**  
For Tuesday, March 23, 2010

I. Call to Order.

Chairman Kueffner called the Finance Committee Meeting to order at 5:06 p.m. in room 224 of the Assembly Building.

II. Roll Call.

The following members were present: Mr. Donek, Ms. Jebe, Mr. Kueffner, Mr. Mehrkens and Mr. Etheridge.

The following members were absent: Mr. Preston and Mr. Jardell.

Also in attendance were the following: Mr. Stone-Port Director and Roy McLeod-Administrative Officer.

III. Approval of Agenda.

Mr. Stone added the following to Items for Information/Discussion.

1. Fisheries Development Committee proposal.

**MOTION by Mr. Kueffner: TO ASK UNANIMOUS CONSENT TO APPROVE THE AGENDA AS AMENDED.**

**The motion passed without objection.**

IV. Public Participation on Non-Agenda Items.

There was none.

V. Approval of Previous Meeting Minutes.

**MOTION by Ms Jebe: TO ASK UNANIMOUS CONSENT TO APPROVE THE FEBRUARY 23, 2010 FINANCE COMMITTEE MEETING MINUTES AS PRESENTED.**

**The motion passed without objection.**

VI. Items for action.

1. Fisheries Development Committee proposal.

FDC Members present:

Greg Fisk

Glen Haight

Mike Peterson

**FINANCE COMMITTEE MEETING MINUTES**

March 23, 2010

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VI. Items for action (continued).

Mr. Haight said in 1998 the City & Borough of Juneau paid Northern Economics to prepare a public cold storage feasibility study. The feasibility study cost was between \$25,000-30,000 and examined the following: Local fishing activity, demand, max inventory, size, cost, financing options, feasibility, site, features and fish tax. There is demonstrated interest in a cold storage facility by larger processors and direct marketers, through informal surveys and information provided at FDC meetings. The proposal from FCD is to seek funding from the Docks & Harbors Department in the amount of \$25,000 to update the Cold Storage Feasibility Study.

Mr. Fisk said part of the reason he suggested the FCD start with the Harbor Department was over a year ago he discussed bond funding projects with the Mayor and one of them was the idea of resurrecting a cold storage. The Mayor was very interested and there was strong interest by the assembly. Since one of the beneficiaries of this project would be Docks & Harbors through increased fish tax, it seemed reasonable to start with them as a funding source.

Mr. Kueffner said he did feel that Docks & Harbors was an appropriate place for this proposal.

Mr. Fisk said he wanted to clarify that the FCD is not asking Docks and Harbors to run or manage the facility in anyway. The facility would most likely be run by a non-profit organization

Mr. Kueffner asked about the history of cold storage in Juneau. He remembered privately run cold storage facilities in Juneau, but never a public one.

Mr. Fisk said there were private cold storage facilities in both Juneau and Douglas, but they were fish processing plants. What we are recommending is a cold storage facility only, not a fish processing plant. This facility could be used for other businesses as well.

Mr. Kueffner said it would be like a self storage facility with freezers.

Mr. Fisk said there are similar facilities in Petersburg, Bellingham and Sitka. The facilities are government funded but run by non profit organizations.

Mr. Mehrkens verified the funds the FDC is asking for is to update the feasibility study and he asked if they had discussed a site for the facility and funding sources.

Mr. Haight said some possible locations for the facility were discussed. The rock dump seemed to be the favorite site, but they may want to consider locating it near the airport also. The original study did cover capital costs and sources of funding, but some of these are no longer available.

CBJ DOCKS & HARBORS BOARD  
**FINANCE COMMITTEE MEETING MINUTES**

March 23, 2010

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VI. Items for Action (Continued)

Mr. Fisk said we may want a smaller facility than proposed in the original feasibility study, but also one that has room for expanding.

Mr. Mehrkens asked where the funding would come from for this project.

Mr. Fisk said the best financing prospect for this project would be the redevelopment zone bond financing.

Mr. Haight said other funding options would be EDA and AIDA. The feasibility study originally cost \$25,000 to \$30,000.

Mr. Kueffner said this project seems less interesting to Docks and Harbors if it is not located on or near the water. It seems that other locations such as the airport may make more sense.

Mr. Fisk said there are a number of processing facilities that are not located on the water even though they depend on waterfront facilities like the Auke Bay Loading facility, but not everyone can obtain waterfront locations. We basically want to increase our freezing capacity and be able to keep the product over winter. Several of the local processors are looking into expanding their operations and would be in favor of the facility. An increased freezing capacity could mean more fish are landed locally. Our Current freezing capacity here in Juneau is maybe 140,000 pounds a day. Both local processing plants are looking at expanding their business.

Mr. Kueffner asked Mr. Stone if Docks and Harbors had money available in the discretionary funds for this purpose.

Mr. Stone said the money can always be taken out of the reserves and incorporated into a project. We could do that at a Regular Harbor Board Meeting.

Mr. Mehrkens said the customers in town will be the processors so we could ask them to contribute some funds towards the study also.

**MOTION by Mr. Etheridge: TO FORWARD THIS ITEM ON TO THE REGULAR BOARD FOR FURTHER DISCUSSION AND REVIEW AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

CBJ DOCKS & HARBORS BOARD  
**FINANCE COMMITTEE MEETING MINUTES**

March 23, 2010

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VI. Items for Action (Continued)

2. Franklin Dock Tidelands Lease Rent Adjustment.

Mr. McLeod said the Franklin Dock lease stipulates that the rent be based on the assessment. The rent was originally 10% of assessed value. In 2006 the lease rent was reviewed and adjusted to 8% of assessed value due to a large increase in the assessed value. It was also noted that 8% was comparable to what others were paying for their tideland leases. The 2006 assessment of the leased tidelands was \$1,376,000 and the lease rent was established at \$9,173 per month. Mr. McLeod recommended the Franklin Dock Lease stay at the current rate since the assessment has not changed since 2006.

**MOTION by Mr. Etheridge: TO DIRECT THE STAFF TO LEAVE THE FRANKLIN DOCK TIDELANDS LEASE AT THE CURRENT LEVEL AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

3. Minor FY 11/12 Budget Adjustments.

Mr. McLeod said we approved the original submission of the FY 11/12 Budget and since then the accounting department has reviewed it and recommended a few minor changes. The Dock expenses decreased by \$3,550 for FY11 and \$850 for FY12. These changes are mostly due to changes in what the accounting department allows to be charged out to CIP projects. The Harbor expenses have risen by \$87,119 for FY11 and \$62,656 for FY12 due to changes in Personnel expenses. Overall, both Docks and Harbors are still projecting profits during FY 11 and 12.

**MOTION by Ms. Jebe: TO RECOMMEND THE BOARD ADOPT THE AMENDED FY 11/12 BUDGET AS PRESENTED AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

VII. Items for Information/Discussion.

1. Recommendations for Changes to Chapter 10, Waterfront Sales Permits Regulation.

Mr. McLeod said he is recommending a re-assessment of some of the regulatory provisions of Chapter 10, Waterfront Sales Permits. He would like to remove the requirement to provide evidence of "actively selling" and the requirement limiting persons to an interest in only one permit.

CBJ DOCKS & HARBORS BOARD  
**FINANCE COMMITTEE MEETING MINUTES**

March 23, 2010

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VII. Items for Information/Discussion(continued.)

The "Actively sell" provision requires permit holders to show us gross revenues of at least \$25,000. Since the permits are now selling for approximately \$50,000, I think we can safely assume the holders are grossing more than \$25,000. Additionally, most of the permit holders use their sales tax forms to prove the revenue goals and this causes security concerns since these forms must be kept confidential.

The requirement limiting persons to an interest in only one permit is severely limiting both competition for the permits and entry into the local tour market by young entrepreneurs with new ideas. I see no business reason Docks and Harbors should be limiting what business somebody can engage in.

Mr. Stone said there are currently coalitions or groups of tour companies that will jointly buy permits and sell a variety of tours. That is generally who we have selling tours at the booths now.

**MOTION by Mr. Mehrkens: TO SEND WATERFRONT SALES PERMIT CHANGES TO THE REGULAR BOARD FOR DISCUSSION AND BEGIN PUBLIC HEARINGS AND ASK UNANIMOUS CONSENT.**

**The motion passed without objection.**

VIII. Staff & Member Reports.

Mr. Etheridge said he is still working with the legislature to secure Harbor Grant Funds.

Mr. Kueffner asked where we were as far as receiving the Tiger Grant funds.

Mr. Stone said we are moving through the process to receive those funds.

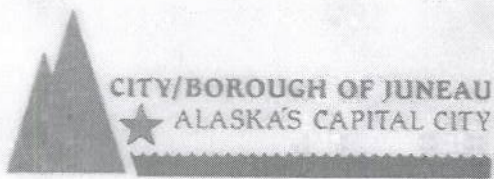
IX. Committee Administrative Matters.

The next Finance Committee Meeting is scheduled for April 27, 2010.

X. Adjournment.

**MOTION by Mr. Etheridge: TO ADJOURN AND ASK UNANIMOUS CONSENT.**

**The meeting adjourned at 5:53 p.m.**



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

## Port of Juneau

**To:** Docks and Harbor Patrons  
**CC:**  
**From:** John M. Stone, P.E. Port Director  
**Date:** March 26, 2010  
**Re:** Storage Fee Discount for Reserved Moorage Holders

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Under the authority of CBJ Ordinance Titles 01 and 85, the Docks and Harbors Board is proposing an amendment to the fees and charges regulations set out in 05 CBJAC 20.

The Board is proposing to revise 05 CBJ 20.130 Storage Fees to provide a discount to persons holding reserved moorage. These persons would pay a discounted rate of \$0.25 per square foot per month on one personal item up to 200 square feet. This discounted rate is ½ of the standard storage rate, which is \$.50 per square foot per month or portion thereof. This discount is limited to one item. Reserved moorage holders storing additional items would pay the standard rate on the additional items.

This action is being taken as part of the Board's plan to improve management of the small boat harbor uplands. In the past, persons could store unlimited items in the harbor uplands. Now, stall holders can only obtain parking permits for their primary transportation vehicles. Furthermore, stall holders storing additional items in the uplands must pay storage fees and comply with harbor storage policies. The Board recognizes this is a big change for some of our stall holders and is proposing this change to help ease the transition to more active management of the harbor uplands.

Copies of the proposed regulation are available at the Port Office, the Aurora Harbor Office, or the Statter Harbor Office and on the web at [www.juneau.org/harbors/](http://www.juneau.org/harbors/). The Board is accepting public comment until 4:30 pm on April 29, 2010. Two public hearings are scheduled: April 20, 2010 at 5:00 pm at the Aurora Harbor Office and April 29, 2010 at 7:00 pm in the Assembly Chambers. The Board intends to take final action on the regulations immediately after the April 29 hearing.

This action is not expected to cause an increased appropriation of general funds by the municipality.

Call 907-586-0292 if you need more information.

## **A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA**

### **Adoption of Title 05, Chapter 20**

#### **Fees and Charges**

#### **Docks and Harbors Small Boat Harbor Fees and Charges**

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE DOCKS AND HARBORS BOARD IS PROPOSING TO ADOPT THE FOLLOWING REGULATIONS:

**Section 1. Authority.** These regulations are proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060, 85.02.100, and 85.20.010.

**Section 2. Adoption of Regulations.** The City and Borough of Juneau Administrative Code is amended by the adoption of new regulations in Title 05, Chapter 20, reading as follows:

#### **City and Borough of Juneau Administrative Code**

##### **Title 05: Docks and Harbors**

##### **Chapter 20: Fees and Charges**

Repeal 05 CBJAC 20.130 and readopt to read:

#### **05 CBJAC 20.130 Storage Fees.**

A person may apply to the Harbormaster for use of long-term storage space in designated areas. Except as provided herein, the fee for use of this space is \$.50 per square foot per calendar month, or portion thereof. A person who maintains a reserved moorage assignment may store one personal item of up to 200 square feet for \$.25 per square foot per calendar month, or portion thereof. The Harbormaster is authorized to issue permits and develop written procedures to implement this section.

**Section 3. Notice of Proposed Adoption of a Regulation.** The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on March 26, 2010 which is not less than 21 days before the date of adoption of these regulations as set forth below.

### Adoption by Agency

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: , 2010

\_\_\_\_\_  
John M. Stone, P.E.  
Port Director

### Legal Review

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

(1) Its consistency with federal and state law and with the charter, code, and other municipal regulations;

(2) The existence of code authority and the correctness of the required citation of code authority following each section; and

(3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: \_\_\_\_\_

\_\_\_\_\_  
John W. Hartle  
City Attorney

### Assembly Review

These regulations were presented to the Assembly at its meeting of \_\_\_\_\_. They were adopted by the Assembly.

Date: \_\_\_\_\_

\_\_\_\_\_  
Laurie J. Sica, Clerk

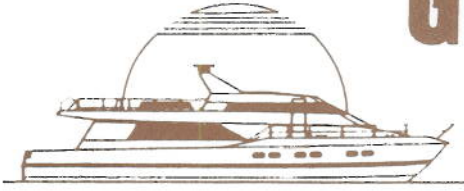
### Filing with Clerk

I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at \_\_\_\_:\_\_\_\_ a.m./p.m. on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date: \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Laurie J. Sica, Clerk



# GLACIER Guides, Inc.

JIMMIE C. ROSENBRUCH, ALASKA MASTER GUIDE & OUTFITTER  
P.O. BOX 460, SANTA CLARA, UTAH 84765 • PHONE/FAX 435-628-0973  
P.O. BOX 219, GUSTAVUS, ALASKA 99826 • PHONE/FAX 907-697-2252

April 6, 2010

Port of Juneau  
Harbor/Finance Board  
Harbor master Aurora Basin

Please read and distribute this letter at the next Board meeting. I will be at sea aboard the Alaskan Grandeur until June 11, 2010.

I have been a harbor patron in Juneaus Marina while living in Juneau and Gustavus for nearly 50 years and have paid over \$100,000 for use of these facilities. These facilities have been well managed by competent professionals as directed by thoughtful Board policy.

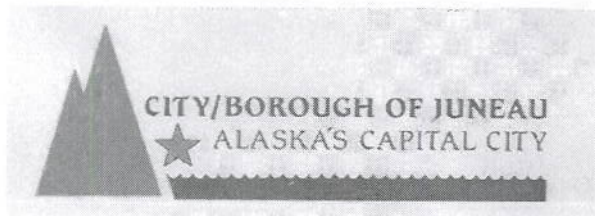
However, the current proposal requiring payment of storage fees for a vehicle seems punitive and unreasonable. You collect additional rental fees for <sup>THIRD</sup> party use of the marina facility that I fully pay annually in advance.

Aurora Basin parking rules have been updated to provide better access. Allowing continued no fee parking of a vehicle is not unreasonable for a harbor patron. The hassle of registering and paying a storage fee for a vehicle every time I depart is unreasonable.

Thank you for your consideration.

Sincerely,

Jimmie C. Rosenbruch  
M/V Alaskan Grandeur



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

## Port of Juneau

To: Docks and Harbors Finance Committee

March 18, 2010

From: Roy McLeod  
Port Administrative Officer

Reference: Waterfront Sales Permit Regulation Changes

I am recommending a re-assessment of some of the regulatory provisions of Chapter 10, Waterfront Sales Permits. In particular, the requirement for providing evidence of "actively selling" and the requirement limiting persons to an interest in only one permit.

It is my understanding that one of the main reasons for the "actively sell" requirement was to prevent the cruiseship industry from buying up all the permits and letting them go dormant. This is no longer an economically viable option. The industry would have to out bid all of the regular permit holders at our auction and, at \$50,000 for each permit, it would require an investment of over half a million dollars.

The "actively sell" provision requires permit holders to show us gross revenues of at least \$25,000. Since the permits are now selling for approximately \$50,000 this appears to be a moot point. I believe Docks and Harbors can safely assume the holders are grossing more than \$25,000. Additionally, most of the permit holders use their sales tax forms to prove the revenue goals. This, in itself, causes security concerns since these forms must be kept confidential. Eliminating the requirement eliminates the problem.

The requirement limiting persons to an interest in only one permit also appears to be a holdover from the fear the cruiseship industry would attempt to dominate the local market. I believe this requirement is severely limiting both competition for the permits and entry into the local tour market by young entrepreneurs with new ideas. Eliminating this requirement *might* enable some young person with a good idea but little capital to form a partnership with a permit holder with deeper pockets and more experience. I can see no business or economic reason for Docks and Harbors to participate in limiting free market activity in this area.

My recommendation follows:

- a. Delete 05 CBJAC 10.030, paragraph (b) (1) (D), paragraph (e) in its entirety, paragraph (f) (3) and (4).

# A REGULATION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

## Adoption of Title 05, Chapter 10 Waterfront Sales Permits

PURSUANT TO AUTHORITY GRANTED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, THE DOCKS AND HARBORS BOARD IS PROPOSING TO ADOPT THE FOLLOWING REGULATIONS:

**Section 1. Authority.** These regulations are proposed for adoption pursuant to CBJ 01.60 and CBJ 85.02.060, 85.02.100, and 85.20.010.

**Section 2. Adoption of Regulations.** The City and Borough of Juneau Administrative Code is amended by the adoption of new regulations in Title 05, Chapter 10, reading as follows:

### City and Borough of Juneau Administrative Code Title 05: Docks and Harbors Chapter 10: Waterfront Sales Permits

Repeal 05 CBJAC 10.030(b) (1) (D) in its entirety. 05 CBJAC 10.030 (b)(1)(D) currently reads:

- (D) The holder of a reissuance option may be requested to provide evidence of "actively sell" with notice of intent to seek reissuance.

Repeal 05 CBJAC 10.030(e) in its entirety. 05 CBJAC 10.030(e) currently reads:

- (e) *Actively sell requirement.* A requirement that a permit holder "actively sells" means that the permit holder either derives a significant portion of its income from sales made through a tour sales or broker's permit, or that the permit holder is making substantial use of the permit.
  - (1) A permit holder shall be deemed to derive a significant portion of its income from sales made through a waterfront tour sales or broker's permit if the amount of its gross income from such sales is not less than ten percent of the permit holder's gross revenue in Juneau between May 1 and October 15.
  - (2) A permit holder shall be deemed to be making substantial use of the permit by showing gross revenue from sales through the permit of over \$25,000.00.
  - (3) If required by these regulations, the director, [or] a form issued hereunder, a person shall demonstrate satisfaction of the "actively sell" requirement by submitting the following:
    - (A) A month by month report of gross permit revenue during the entire term of the permit which required active selling, together with a written explanation of how waterfront sales were calculated. If the applicant proposes to demonstrate that it

derived a "significant portion of its income from sales made through a waterfront tour sales or broker's permit" the holder shall also provide a report of the permit holder's gross revenue from all other sources in Juneau from May 1 through October 15 for the year in which the permit was used.

(B) Copies of City and Borough of Juneau sales tax returns for the permit period subject to the requirement for active selling. Copies of the tax returns shall be accompanied by a written waiver of confidentiality with respect to the returns.

(4) A failure to demonstrate and satisfy the "actively sell" requirement to the city's satisfaction may result in the revocation of the permit and any reissuance options purchased with the permit, and an ineligibility to bid for a waterfront permit of the same kind for a period of one year.

Repeal 05 CBJAC 10.030(f)(3) in its entirety. 05 CBJAC 10.030(f)(3) currently reads:

- (3) No person shall have an interest in more than one permit. As used in this section, "interest" means an equity interest in a permit or in a legal entity owning a permit, which interest is held by the person or a spouse, minor child, dependent, or a regular member of the person's household, but does not include the financial relationship between a permit holder and a tour provider for whom the holder sells tours. This subsection only applies to tour sales and tour broker permits.

**Section 3. Notice of Proposed Adoption of a Regulation.** The notice requirements of CBJ 01.60.200 were followed by the agency. The notice period began on March 26, 2010 which is not less than 21 days before the date of adoption of these regulations as set forth below.

### **Adoption by Agency**

After considering all relevant matter presented to it, the agency hereby amends these regulations as set forth above. The agency will next seek Assembly review and approval.

Date: , 2010

\_\_\_\_\_  
John M. Stone, P.E.  
Port Director

### **Legal Review**

These regulations have been reviewed and approved in accordance with the following standards set forth in CBJ 01.60.250:

- (1) Its consistency with federal and state law and with the charter, code, and other municipal regulations;
- (2) The existence of code authority and the correctness of the required citation of code authority following each section; and
- (3) Its clarity, simplicity of expression, and absence of possibility of misapplication.

Date: \_\_\_\_\_

\_\_\_\_\_  
John W. Hartle  
City Attorney

### **Assembly Review**

These regulations were presented to the Assembly at its meeting of \_\_\_\_\_. They were adopted by the Assembly.

Date: \_\_\_\_\_

\_\_\_\_\_  
Laurie J. Sica, Clerk

### Filing with Clerk

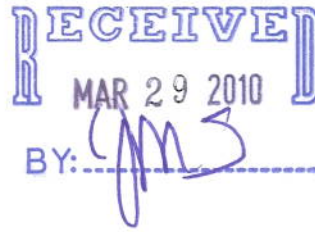
I certify, as the clerk of the City and Borough of Juneau, that the following statements are true:

1. These regulations were accepted for filing by the office of the clerk at \_\_\_\_:\_\_\_\_ a.m./p.m. on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.
2. After signing I will immediately deliver or cause to be delivered copies of this regulation to the attorney and the director of libraries.
3. A permanent file of the signed originals of these regulations will be maintained in this office for public inspection.
4. Effective date: \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Laurie J. Sica, Clerk

March 28, 2010

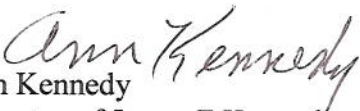


To: Harbor Master, Juneau, Ak

From: Ann Kennedy on behalf of James F. Kennedy estate

This letter is to inform you of my desire to sell the boathouse in Slip E-23 in Aurora Basin Harbor. If there is no objection I would appreciate a speedy response in the next few days as I am planning to be out of town during April 2010. Please respond as soon as possible. My phone number is 780-6499 and E-Mail address is [AnnKenn518@Alaska.net](mailto:AnnKenn518@Alaska.net).

Thank you for an early reply.

  
Ann Kennedy  
Executor of James F Kennedy estate

## Roy McLeod

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**From:** John Stone  
**Sent:** Wednesday, March 31, 2010 9:39 AM  
**To:** Roy McLeod  
**Subject:** FW: Boat Shleter

Roy,

Can you call Mrs. Kennedy and let her know.

John

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**From:** Eric A. Kueffner [mailto:ekueffner@faulknerbanfield.com]  
**Sent:** Wednesday, March 31, 2010 9:04 AM  
**To:** Jim Preston; John Stone  
**Subject:** RE: Boat Shleter

We cannot actually vote by email, but there is no reason not to have John tell her that he does not anticipate that Docks & Harbors will exercise its right of first refusal. We should put this on the agenda at the next finance meeting and board meeting. I plan to vote not to exercise the right.

**Eric A. Kueffner**  
Faulkner Banfield, P.C.  
One Sealaska Plaza, Suite 202  
Juneau, AK 99801  
(907) 523-6145

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**From:** Jim Preston [mailto:jim.preston49@gmail.com]  
**Sent:** Wednesday, March 31, 2010 8:44 AM  
**To:** John Stone  
**Cc:** Eric A. Kueffner  
**Subject:** Re: Boat Shleter

My understanding is that we do not need to act on this notification of intent to sell... only when there is an offer. However, we can let her know that we do not intend to exercise our right of first refusal.

let's do the email of the finance committee. That's where this has been done in the past.

I vote to not exercise the right of first refusal.

Jim

On Tue, Mar 30, 2010 at 11:04 AM, John Stone <[John\\_Stone@ci.juneau.ak.us](mailto:John_Stone@ci.juneau.ak.us)> wrote:  
Jim,

The widow of Jim Kennedy came by with this letter. She had hoped we could take action on this ASAP since she needs to leave town. Can we do a roll vote by email?

John

## John Stone

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**From:** Eric A. Kueffner [ekueffner@faulknerbanfield.com]  
**Sent:** Wednesday, March 31, 2010 4:00 PM  
**To:** jim.preston49@gmail.com; John Stone  
**Subject:** RE: Boat Shleter

Okay with me.

**Eric A. Kueffner**  
Faulkner Banfield, P.C.  
One Sealaska Plaza, Suite 202  
Juneau, AK 99801  
(907) 523-6145

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**From:** jim.preston49@gmail.com [mailto:jim.preston49@gmail.com]  
**Sent:** Wednesday, March 31, 2010 3:43 PM  
**To:** Eric A. Kueffner; John Stone  
**Subject:** Re: Boat Shleter

Usually the finance chair simply reports that the committee didn't exercise its right. It doesn't have to be on the full Board agenda.

Sent from my BlackBerry® smartphone powered by ACS!

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**From:** "Eric A. Kueffner" <ekueffner@faulknerbanfield.com>  
**Date:** Wed, 31 Mar 2010 09:04:01 -0800  
**To:** Jim Preston<jim.preston49@gmail.com>; John Stone<John\_Stone@ci.juneau.ak.us>  
**Subject:** RE: Boat Shleter

We cannot actually vote by email, but there is no reason not to have John tell her that he does not anticipate that Docks & Harbors will exercise its right of first refusal. We should put this on the agenda at the next finance meeting and board meeting. I plan to vote not to exercise the right.

**Eric A. Kueffner**  
Faulkner Banfield, P.C.  
One Sealaska Plaza, Suite 202  
Juneau, AK 99801  
(907) 523-6145

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**From:** Jim Preston [mailto:jim.preston49@gmail.com]  
**Sent:** Wednesday, March 31, 2010 8:44 AM  
**To:** John Stone  
**Cc:** Eric A. Kueffner  
**Subject:** Re: Boat Shleter

My understanding is that we do not need to act on this notification of intent to sell... only when there is an offer. However, we can let her know that we do not intend to exercise our right of first refusal.

let's do the email of the finance committee. That's where this has been done in the past.

3/31/2010

I vote to not exercise the right of first refusal.

Jim

On Tue, Mar 30, 2010 at 11:04 AM, John Stone <[John\\_Stone@ci.juneau.ak.us](mailto:John_Stone@ci.juneau.ak.us)> wrote:  
Jim,

The widow of Jim Kennedy came by with this letter. She had hoped we could take action on this ASAP since she needs to leave town. Can we do a roll vote by email?

John



## Port of Juneau

**To:** Docks and Harbors Finance Committee  
**CC:**  
**From:** John M. Stone, P.E. Port Director  
**Date:** April 1, 2010  
**Re:** Summer Harbor Moorage Promotion

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Last year the Board adopted a regulation allowing it to establish fee specials after public hearing in order to encourage use of facilities and promote revenue development.

As you know, we have about a 50% vacancy rate on 24' and under slips in the downtown harbor system. Auke Bay Harbor staff also observe lots of space for small vessels at Statter during the summer months. Moorage at Statter is transient and boaters tie up on their own leaving lot of small spaces between boats that could be filled by smaller vessels.

We would like to run a moorage promotion at the beginning of the summer to encourage patrons with small vessels to keep their boats in the water instead of trailoring them in and out. We did a similar promotion a few years back.

We have two promotions for you to consider:

### Moorage Promotion for Persons with Annual Launch Ramp Permits

1. Must have purchased a 2010 annual launch ramp permit to qualify.
2. Buy two months of moorage during June for either the Downtown or Auke Bay and get one month free.
3. Limited to vessels with maximum LOA of 27' (maximum size that can fit in a 24' slip)

April 1, 2010

Summer Slip Promotion

1. Buy three months of moorage for June, July, and August and get a 5% discount of published moorage rate plus two day permits to use a CBJ launch ramp to launch and retrieve your boat. If you pay by Friday, May 28, moorage is good from Friday, May 28 through Monday, September 6, 2010.
2. Limited to vessels with maximum LOA of 27'(maximum size that can fit in a 24' slip)

If acceptable to the Committee, we would like to put it before the Board for public hearing at its April 29 meeting.

Call me at 586-0294 if you have questions.

**John Stone**

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**From:** Barbara Ritchie  
**Sent:** Wednesday, March 31, 2010 3:42 PM  
**To:** John Stone  
**Subject:** FW: Authority to Spend Money on an Feasibility Study

I have been working under a briefing deadline, thus just now getting back to this. See below -- comments on your question from me and Craig Duncan. I think the Board could do this with Assembly approval by resolution (and appropriation ord. as needed per Finance). I think Craig makes good points on how to best present this to the Assembly.

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**From:** Craig Duncan  
**Sent:** Friday, March 26, 2010 4:54 PM  
**To:** Barbara Ritchie  
**Subject:** RE: Authority to Spend Money on an Feasibility Study

Barbara,  
 I don't have anything creative to the code. I can tell you that the Assembly has requested that we assist, if possible, AK Glacier Seafoods with issuing some debt to build a new ice plant and some possible freezer cold storage in Auke Bay. It seems to me that this should be grouped together in a comprehensive plan. To do that it should probably go on to the Assembly (as the COW).  
 Craig W. Duncan  
 Finance Director  
 City and Borough of Juneau

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**From:** Barbara Ritchie  
**Sent:** Friday, March 26, 2010 11:18 AM  
**To:** Craig Duncan  
**Subject:** FW: Authority to Spend Money on an Feasibility Study

**Craig -- I would appreciate your thoughts on the email below and attachment (his email says \$30,000 and the memo says \$25,000 but the point is the authority and process question). I don't think this is so much a legal question as it is a policy question for the Assembly -- do they want to do spend \$ to undertake a cold storage feasibility study and if so, do they want D and H be the lead agency?**

**As for process, I think I'd suggest a resolution by the assembly and an appropriation ordinance.**

**Your views?**

**Thanks, B.**

### **85.02.065 Limitation on authority.**

The Board of Directors of the City and Borough Docks and Harbors Board may commit the City and Borough to long-range port development or capital improvement plans or projects only as authorized in advance by the assembly by ordinance or resolution.  
 (Serial No. 2004-03b, § 2, 3-9-2004)

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**From:** John Stone  
**Sent:** Friday, March 26, 2010 10:20 AM  
**To:** Barbara Ritchie  
**Subject:** Authority to Spend Money on an Feasibility Study

Barbara,

The Fisheries Development Committee (FDC) submitted the attached request to the Board. The FDC is requesting the Board spend \$30,000 to investigate the feasibility of a cold storage in Juneau.

The Board asked me to check to see if their authority allowed them to do this since a cold storage is getting pretty far away from the business of docks and boat harbors. During the meeting, they looked at 85.02.060 and didn't see a clear authority for looking at a cold storage. However, it looks like 85.02.065 would allow them to do it provided the Assembly approved it. If they decide to do the study, they would ask the Assembly to appropriate money into a CIP for this purpose.

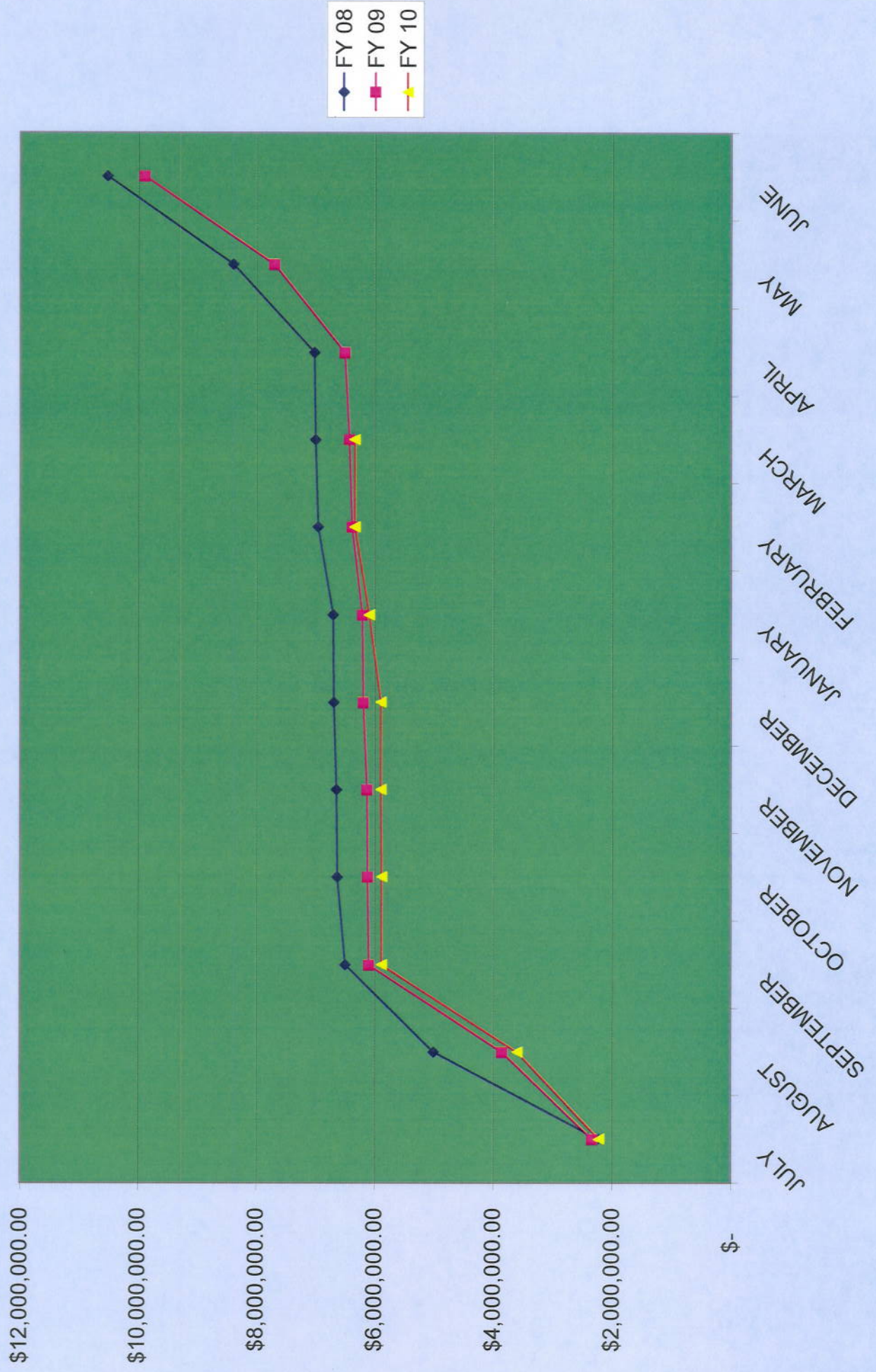
Can you look over this and let us know if the Board can do this and if so what approval we may need to get from the Assembly?

Thanks,

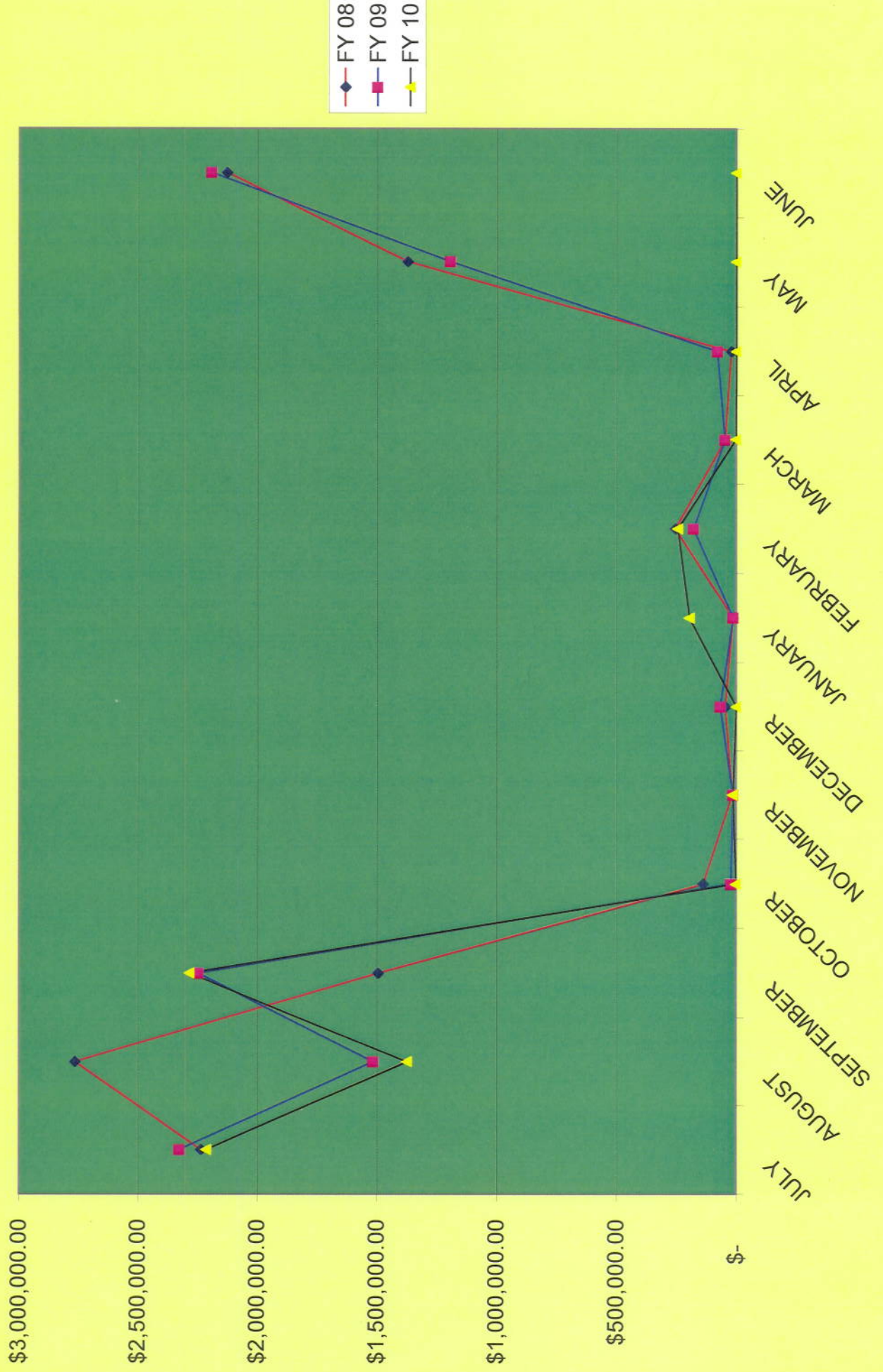
John

3/31/2010

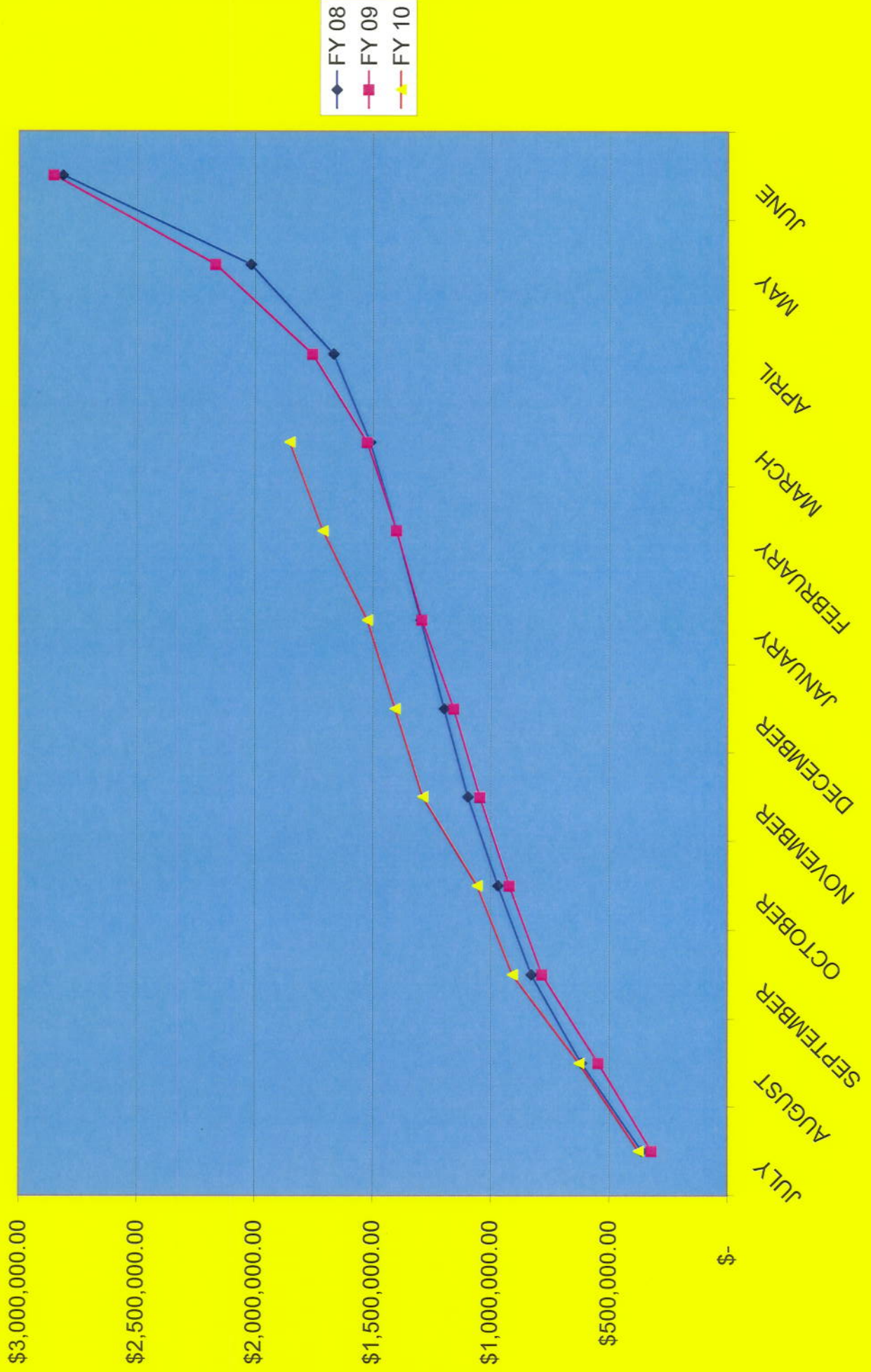
# DOCK REVENUES CUMULATIVE BY FISCAL YEAR



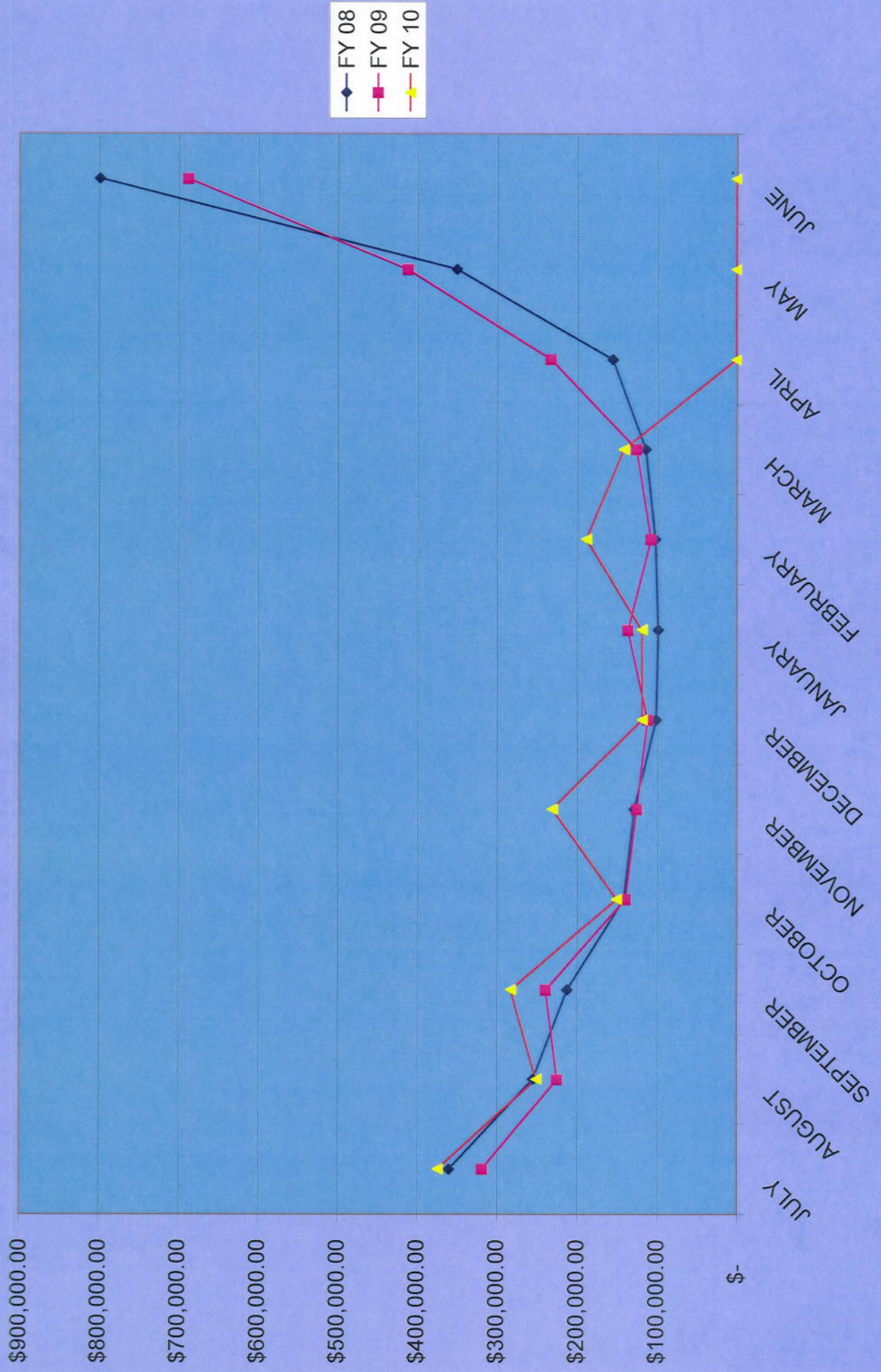
# DOCK REVENUES BY MONTH BY FISCAL YEAR



# HARBOR REVENUES CUMULATIVE BY FISCAL YEAR



# HARBOR REVENUES BY MONTH BY FISCAL YEAR



1	Analysis of Harbors Revenues - Prepared 23 APRIL 10		
2			
3		TOTAL THRU MAR 09	TOTAL THRU MAR 10
4			
5	Annual DT Moorage - Reserved	\$34,852.00	\$52,044.00
6	Annual DT Moorage - Non Reserved	\$3,247.86	\$4,081.77
7	Monthly DT Moorage - Reserved	\$228,919.00	\$255,304.00
8	Monthly DT Moorage - Non Reserved	\$122,869.00	\$124,215.00
9	Daily DT Moorage	\$107,308.00	\$56,619.00
10	Annual Skiff Moorage	\$0.00	(\$40.00)
11	Downtown Total	\$497,195.86	\$492,223.77
12			
13	Annual Dehart's Moorage - Reserved	\$2,653.00	\$4,810.00
14	Annual DeHart's Moorage - Non Reserved	\$0.00	\$0.00
15	Monthly Dehart's Moorage - Reserved	\$35,054.00	\$37,290.00
16	Monthly Dehart's Moorage - Non Reserved	\$879.00	\$2,541.00
17	Seasonal DeHart's Moorage	\$3,892.00	\$1,238.00
18	Daily DeHart's Moorage	(\$4,532.00)	(\$6,706.00)
19	Reserved Moorage < 65'	\$105.00	\$0.00
20	Reserved Moorage > 65'	\$32,920.00	\$31,530.00
21	Daily Auke Bay Moorage	\$168,619.00	\$171,982.00
22	Monthly Auke Bay Moorage	\$132,607.00	\$129,283.00
23	Annual Auke Bay Moorage	\$1,572.00	\$3,970.62
24	Auke Bay Total	\$373,769.00	\$375,938.62
25			
26	Moorage Wait List - Initial Sign-up	\$1,850.00	\$1,400.00
27	Moorage Wait List - Annual Renewal	\$399.50	\$60.00
28	Residence Surcharge	\$57,252.00	\$57,132.00
29	Private Boathouse Surcharge	\$0.00	(\$79.95)
30	Other Moorage Total	\$59,501.50	\$58,512.05
31			
32	Recreational Boat Launch - Annual	\$27,270.00	\$45,540.00
33	Recreational Boat Launch - Daily	\$1,456.00	\$1,763.00
34	Commercial Boat Launch - Annual	\$675.00	\$2,035.00
35	Boat Launch Total	\$29,401.00	\$49,338.00
36			
37	Parking - Statter Bus - Company Fee	\$300.00	\$0.00
38	Parking - Statter Bus - Seat Fee	\$540.00	\$0.00
39	Parking - Statter Bus - Daily Off Peak	\$25.00	\$0.00
40	Parking - Statter Car - Daily	\$6,691.01	\$29,666.00
41	Parking - Statter Car - Monthly	\$4,165.00	\$4,535.00
42	Parking Total	\$11,721.01	\$34,201.00
43			
44	Crane Fee - 1st 30 mins.	\$1,392.00	\$4,151.00
45	Crane Fee - 2nd 30 mins.	\$600.00	\$360.00
46	Crane Fee - Additional Hours	\$420.00	\$240.00
47	Crane Fee - Key Card Charge	(\$875.00)	(\$375.00)
48	Crane Total	\$1,537.00	\$4,376.00
49			
50	Power - 20 A	\$5,781.00	\$3,087.00
51	Power - 30 A	\$21,836.00	\$13,320.00
52	Power - 50 A	\$6,198.00	\$2,356.00
53	Power - 100A/208V	\$0.00	(\$190.00)
54	Power - Summer Liveaboard 20/30A	\$1,650.00	\$3,701.00
55	Power - Summer Liveaboard 50A	\$0.00	(\$150.00)
56	Power - Summer 20/30A	\$3,240.00	\$3,721.00
57	Power - Summer 50A	\$540.00	\$1,440.00
58	Power Winter Liveaboard 20A	\$3,800.00	\$1,500.00
59	Power - Winter Liveaboard 30A	\$9,585.00	\$9,743.00
60	Power Winter Liveaboard 50A	\$4,750.00	\$5,115.00
61	Power - Winter 20A	\$3,452.00	\$2,580.00
62	Power - Winter 30A	\$14,920.00	\$8,880.00
63	Power - Winter 50A	\$6,300.00	\$4,650.00
64	Power - KW Charge	\$428.00	\$0.00
65	Power - Account Activation	\$236.00	\$0.00
66	Power Total	\$82,716.00	\$59,753.00
67			
68	Commercial Freight - 1st 30 mins.	\$1,020.00	\$2,533.00
69	Commercial Freight - > 30 mins.	\$4,914.00	\$4,771.00
70	Personal Freight	\$78.33	\$45.00
71	Freight Staging	\$150.00	\$300.00
72	Inspected Vessel - Annual Vessel Fee	\$0.00	\$900.00
73	Inspected Vessel - Annual Seat Fee	\$24,489.00	\$43,733.00
74	Inspected Vessel - Daily Use	\$650.00	\$1,697.50
75	Six Pack Vessel - Annual Vessel Fee	\$50.00	\$0.00
76	Six Pack Vessel - Annual Seat Fee	\$90.00	\$0.00
77	Six Pack Vessel - Daily Use	\$50.00	\$0.00
78	Commercial Vessel/Freight	\$31,491.33	\$53,979.50
79			
80	Tender Fee	\$0.00	
81	Grid Fee	\$4,756.00	\$3,018.00
82	Pump Use Fee - Min Charge	\$240.00	\$200.00
83	Storage Fee	\$9,868.00	\$19,425.00
84	Staff Labor Fee	\$1,896.00	\$576.00
85	Misc. Harbor Fees	\$36,089.00	\$4,534.00
86	Vessel Towing Fee - Staff Labor	\$120.00	\$0.00
87	Vessel Towing Fee - Vessel Fee	\$140.00	(\$60.00)
88	Vessel Disposal Surcharge	\$7,690.00	\$7,317.00
89	Vessel Towing Fee - Actual Expenses	\$0.00	\$0.00
90	NSF Check	\$45.00	\$15.00
91	Vessel Demolition - Landfill Disposal	\$0.00	\$0.00
92	Vessel Demolition - Vessel Disposal	\$0.21	\$0.00
93	Auke Bay Fishing Vessel Credit	(\$11,018.00)	(\$10,984.00)
94	Lease Rental Fees	\$207,501.00	\$501,030.00
95	Account Late Fee	\$7,631.00	\$9,653.00
96	Adjustment/Refund	(\$64,467.00)	(\$19,605.00)
97	Vehicle Disposal Surcharge	\$0.00	\$0.00
98	Auke Bay Loading Facility Moorage		\$1,930.00
99	Fines & Penalties		
100	Other Total	\$200,491.21	\$517,049.00
101			
102	Total	\$1,287,823.91	\$1,645,370.94
103			

1	ANALYSIS OF DOCK REVENUES - PREPARED 12 APRIL 10					
2						
3						
4				TOTAL THRU MAR 09	TOTAL THRU MAR 10	
5	CRUISE SHIP WHARFAGE FEE			\$365,871.00	\$358,827.00	(\$7,044.00)
6	PORT SUMMER DAILY MOORAGE <65 FEET			\$4,845.50	\$16,163.00	\$11,317.50
7	PORT SUMMER DAILY MOORAGE >65 FEET			\$90,952.50	\$52,030.00	(\$38,922.50)
8	PORT SUMMER FISH MOORAGE FEE			\$2,350.50	\$2,263.50	(\$87.00)
9	PORT SUMMER MOORAGE FEE >200 FEET			\$10,145.00	\$5,682.00	(\$4,463.00)
10	PORT MAINTENANCE FEE			\$306,645.32	\$289,441.17	(\$17,204.15)
11	POTABLE WATER FEE			\$47,613.90	\$65,185.26	\$17,571.36
12	VESSEL LIGHTERING FEE			\$7,200.00	\$8,400.00	\$1,200.00
13	TOUR BROKER PERMIT FEE			\$164,200.00	\$437,500.00	\$273,300.00
14	LZ PERMITS - COMPANY FEE			\$900.00	\$300.00	(\$600.00)
15	LZ PERMITS - "A" SEAT FEE			\$1,659.00	\$126.00	(\$1,533.00)
16	LZ PERMITS - "B" SEAT FEE			\$574.00	\$105.00	(\$469.00)
17	LZ PERMITS - DAILY LL PERMIT			\$0.00	\$15.00	\$15.00
18	MISCELLANEOUS PORT FEES			\$831.00	\$100.00	(\$731.00)
19	POWER DAILY 30A			\$516.00	\$650.00	\$134.00
20	POWER DAILY 50A			\$5,200.00	\$4,620.00	(\$580.00)
21	POWER DAILY 100A/208V			\$1,760.00	\$1,480.00	(\$280.00)
22	POWER SUMMER LIVEABOARD 20/30A			\$75.00	\$225.00	\$150.00
23	POWER WINTER LIVEABOARD 50A			\$250.00	\$0.00	(\$250.00)
24	POWER WINTER 30A			\$800.00	\$0.00	(\$800.00)
25	ACCOUNT LATE FEE			\$0.00	(\$18.00)	(\$18.00)
26	ADJUSTMENT/REFUND			\$0.00	\$0.00	
27						
28	TOTALS			\$1,012,388.72	\$1,243,094.93	\$230,706.21
29						
30						
31						
32	MARINE PASSENGER FEES			\$3,233,260.00	\$3,184,140.00	(\$49,120.00)
33	PORT DEVELOPMENT FEE - PUBLIC			\$732,972.00	\$731,436.00	(\$1,536.00)
34	PORT DEVELOPMENT FEE - PRIVATE			\$1,202,163.00	\$1,173,528.00	(\$28,635.00)
35						
36				\$5,168,395.00	\$5,089,104.00	(\$79,291.00)
37						