



DOCKS & HARBORS BOARD HARBOR ENTERPRISE FEE REVIEW COMMITTEE MEETING

September 30, 2014, 5:00 PM
Municipal Building – Room 224

- I. **CALL TO ORDER** (5:00 pm in CBJ Room 224)
- II. **ROLL CALL** (Tom Donek, Scott Spickler, Bob Janes, David Logan, and Budd Simpson)
- III. **APPROVAL OF AGENDA**
- IV. **APPROVAL OF SEPTEMBER 18TH, 2014 HARBOR ENTERPRISE FEE REVIEW COMMITTEE MINUTES**
- IV. **ACTION ITEM**
 1. Passenger-for-hire Fees ([05 CBJAC 20.080](#))

The fee assessed to a person conducting passenger-for-hire activities at Douglas Boat Harbor, Harris Passenger-for-hire Fees ([05 CBJAC 20.080](#))

 - The fee assessed to a person conducting passenger-for-hire activities at Douglas Boat Harbor, Harris Harbor, Harris Harbor Launch Ramp, Aurora Boat Harbor, Statter Boat Harbor, or Statter Boat Harbor Launch Ramp.
 - Inspected vessel fees
 - 4/2006; 4/2005; 12/2005
 - Calendar year permit: \$300.00 plus \$1.10 per passenger each calendar day.
 - Uninspected vessel fees
 - 4/2006; 4/2005; 12/2005
 - Calendar year permit: \$50.00 per vessel plus \$15.00 per passenger seat.
 2. Public Participation

V. DISCUSSION ITEM

Auke Bay Loading Facility

- Fee for delivery and sale of fuel at ABLF ([05 CBJAC 20.175](#))
 - 12/2009
 - Fee assessed on each gallon of fuel sold to a vessel using the Auke Bay Loading Facility for refueling a vessel.



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- A fee of \$0.05 per gallon of fuel will be assessed to all retailers selling fuel to a vessel at the Auke Bay Loading Facility.
- Auke Bay Loading Facility ([05 CBJAC 45.050](#))
 - 10/2007
 - [ABLF FAQ](#)
 - [Staging](#)
 - Storage
 - [Landing Craft Loading Ramp Use](#)
 - Drive Down Use Fees
 - Crane Use Fees

VI. ADJOURNMENT

CBJ Docks and Harbors Board
Harbors Fee Review Committee Meeting Minutes
For Thursday, September 18th, 2014

- I. Call To Order – The meeting was called to order at 6:52 p.m. in the Assembly Chambers.
- II. Roll Call – The following members were present: Tom Donek, Scott Spickler, Bob Janes, David Logan and Budd Simpson

Also present were the following: Carl Uchtyl – Port Director, and Dave Borg – Harbormaster

- III. Approval of Agenda.

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

No Objection

- IV. Agenda Topics

1. Harbor Fee Review

Mr. Simpson opened the meeting with asking for suggestions on how the Committee wanted to move forward with the Harbor Fee review process.

Mr. Logan said he suggests to break the fees out into the various fees that affect different user groups in the interest of making public participation as easy as possible. After they are broken out to user groups, then work on that order.

Mr. Donek recommended to prioritize the Harbor list in the Sequencing of review list provided by Mr. Uchtyl.

Mr. Simpson suggested to start with Passenger-for-hire fees.

Mr. Donek suggested to have a proposed increase being considered when the user groups are notified.

Mr. Logan suggested to do a general discussion for a specific fee in one meeting and the next meeting take public comment on that topic and so on.

Mr. Simpson recommended to discuss passenger for hire tonight and then schedule the next meeting and post public participation.

Mr. Donek asked if the date Mr. Uchtyl added to the sequencing review sheet was the last increase for that specific fee.

Mr. Uchtyl said that is the date something was changed in the ordinance, but not specifically the fee.

CBJ Docks and Harbors Board
Harbors Fee Review Committee Meeting Minutes
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Mr. Janes said the 2006 date was when they were looked at, but they have not been changed since they were initiated. The passenger for hire fee came about because of the need for more funding and to mitigate issues with more people being at Statter Harbor. He said he has never understood why the un-inspected and inspected vessel fees were different. The passengers are all using the facilities the same. Mr. Janes said these fee's should be looked at because they have not gone up in the last eight years even though the cost to do business has gone up. He said the fee's should go up, but with raising the fee's, there should be better services. There is a need for better rest rooms, and better passenger for hire pick up zones on the dock. Until we have a plan for better services, it will be hard to justify increasing the fee. This fee should also be tied into a CPI increase like the moorage fees are currently, that way this can be adjusted annually.

Mr. Donek asked what the difference was between the inspected vessel and un-inspected vessel?

Mr. Janes said un-inspected is a vessel that takes 6 passengers. Inspected vessels are those that can carry over 6 passengers for hire, have to be inspected by the Coast Guard annually and show all their documentation. The inspected and un-inspected are doing the same thing, but in different numbers.

Mr. Donek said they are doing the same thing, but their income potential is lower.

Mr. Janes said yes the income is lower, but because they are uninspected, their costs are lower.

Mr. Spickler asked if passenger counts are on the honor system?

Mr. Uchtyl said Charter operators are on the honor system.

Mr. Janes said the un-inspected vessel's have a fair amount of revenue that is lost revenue to our Harbor department that staff should be collecting.

Mr. Simpson said during this fee review, this Committee does not just want to raise fees because we can, but try to tie them to something like the amount of effort that goes into the particular services or facility. He is asking staff to provide a rational basis for the fee adjustments.

Mr. Borg said Mr. Unruh would be better to answer the question, but the extra people add to the extra cost. He said he would be able to provide more information at the next meeting.

Mr. Logan said this will be the constant theme for these meeting wanting be able to provide an estimated cost for the service.

Mr. Borg said he will be able to provide the information if he knows what will be discussed ahead of time.

CBJ Docks and Harbors Board
Harbors Fee Review Committee Meeting Minutes
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Mr. Simpson said we are going in order from the Harbor fee review list.

Mr. Janes said even one person is an impact if they get on an inspected vessel or uninspected vessel.

Mr. Donek asked if all the vessels used the loading zone?

Mr. Borg said yes.

Mr. Logan suggested a yearly fee and a per passenger fee per day.

The Committee continues discussions on passenger for hire reporting and operations.

Mr. Logan asked for an average number of seats on an inspected vessel.

Mr. Janes said about 20.

Mr. Logan talked about two options for public comment;

1. Everyone pays a per seat per year basis
2. Daily per passenger fee, but paperwork will be required on a daily, weekly, or monthly basis and are subject to audit.

Mr. Simpson would like to see a written report from staff on expenses for this fee, including staff time. He would like to see this report before suggested a new dollar amount for this fee.

Jenny Mejia suggested to contact passenger for hire patrons by calling each company.

Mr. Simpson recommended also to do fliers, newsletter and website. The meeting notice need to say the Committee will be taking public comment on proposed changes to the passenger for hire fees for inspected and uninspected vessels. At the next meeting, the Committee can also start discussions on fee structure for the Auke Bay Loading facility.

Next meeting is September 30th at 5:00 pm.

V. Adjournment

The Meeting adjourned at 8:17 p.m.

Auke Bay Harbor Fees
Statter Harbor and ABLF

Code	Description	07/01/12 -06/30/13		07/01/13-06/30/14	
		# of Invoices	Total Amount	# of Invoices	Total Amount
H04	Statter Annual Reserved Moorage	39	\$ 85,969.27	94	\$ 115,178.07
H05	Statter Annual NR Moorage	1	\$ 2,018.90	0	\$ -
H06	Statter Harbor Reserved Moorage	146	\$ 34,388.03	312	\$ 77,024.35
H11	Auke Bay Daily Moorage	13,754	\$ 231,493.75	13,583	\$ 235,788.28
H13	Auke Bay Annual Moorage	1	\$ 2,174.20	0	\$ -
H18	Auke Bay Monthly Moorage	1,086	\$ 285,579.72	1,180	\$ 341,132.41
H12	Harbor Reservations Moorage <65'	12	\$ 4,911.00	11	\$ 1,978.50
H93	Harbor Reservations Moorage >65'	54	\$ 66,899.61	58	\$ 44,000.00
H31	Inspected Vessel Annual Vessel Fee	16	\$ 4,200.00	23	\$ 6,900.00
H32	Inspected Vessel Annual Seat Fee	64	\$ 66,007.70	65	\$ 48,491.29
H33	Inspected Vessel Daily Use	9	\$ 1,098.00	1	\$ 24.00
H34	Six Pack Vessel Annual Vessel Fee	16	\$ 800.00	22	\$ 1,450.00
H35	Six Pack Vessel Annual Seat Fee	16	\$ 1,530.00	22	\$ 2,610.00
H36	Six Pack Vessel Daily use	4	\$ 300.00	1	\$ 75.00
H37	Statter Bus Parking company Fee	3	\$ 900.00	11	\$ 1,955.90
H38	Statter Bus Parking Seat Fee	3	\$ 1,335.00	10	\$ 10,575.00
H41	Statter Car Parking Daily	494	\$ 38,584.04	772	\$ 41,750.72
H42	Statter Car Parking Monthly	52	\$ 4,425.00	114	\$ 9,090.00
H07	ABLF drive down float usage	30	\$ 7,068.80	28	\$ 892.36
H08	ABLF Loading Ramp Usage	30	\$ 6,910.51	0	\$ -
H09	ABLF Vessel Launch Staff Fee	N/A in FY13		0	\$ -
H100	ABLF Haul out staff fee	N/A in FY13		0	\$ -
H101	ABLF Vessel Launch fee	N/A in FY13		0	\$ -
H96	Auke Bay Loading facility moorage	296	\$ 8,411.73	269	\$ 8,539.41
H99	ABLF Haul out vessel fee	0	\$ -	0	\$ -
H94	Annual Skiff Moorage	0	\$ -	0	\$ -
H45	Crane Fee	167	\$ 2,515.05	358	\$ 3,112.48
H46	Crane Fee 2nd 30 min	0	\$ -	0	\$ -
H47	Crane Fee- additional hours	0	\$ -	0	\$ -
H48	Key card charge	157	\$ 1,369.96	197	\$ 1,760.00
H51	Storage fee @ ABLF	32	\$ 5,000.22	59	\$ 9,598.50
H62	Power Daily 20A	827	\$ 3,170.40	719	\$ 3,165.60
H63	Power Daily 30A	1,054	\$ 6,699.60	1,027	\$ 7,139.29
H64	Power Daily 50A	138	\$ 2,616.00	173	\$ 4,272.00
H65	Power Daily 100A/208V	0	\$ -	0	\$ -
H66	Power Daily 100A/480V	0	\$ -	0	\$ -

Auke Bay Harbor Fees
Statter Harbor and ABLF

Code	Description	07/01/12 -06/30/13		07/01/13-06/30/14	
		# of Invoices	Total Amount	# of Invoices	Total Amount
H67	Power Summer Liveaboard 20/30A	32	\$ 2,880.00	19	\$ 1,890.00
H68	Power Summer Liveaboard 50A	5	\$ 900.00	3	\$ 540.00
H69	Power Summer Liveaboard 100A/208V	0	\$ -	0	\$ -
H70	Power Summer Liveaboard 100A/480V	0	\$ -	0	\$ -
H71	Power Summer 20/30A	99	\$ 5,562.00	118	\$ 6,912.00
H72	Power Summer 50A	5	\$ 540.00	9	\$ 972.00
H73	Power summer 100A/208V	0	\$ -	0	\$ -
H74	Power Summer 100A/480V	0	\$ -	0	\$ -
H75	Power Winter Liveaboard 20A	4	\$ 267.12	1	\$ 120.00
H76	Power Winter Liveaboard 30A	61	\$ 10,164.29	5	\$ 486.00
H77	Power Winter Liveaboard 50A	15	\$ 6,000.00	8	\$ 3,000.00
H78	Power Winter Liveaboard 100A/208V	0	\$ -	0	\$ -
H79	Power Winter Liveaboard 100A/480V	0	\$ -	0	\$ -
H80	Power Winter 20A	85	\$ 6,768.00	75	\$ 5,640.00
H81	Power Winter 30A	95	\$ 11,376.00	49	\$ 6,336.00
H82	Power Winter 50A	7	\$ 1,194.00	22	\$ 3,363.00
H83	Power Winter 100A/208V	0	\$ -	0	\$ -
H84	Power Winter 100A/480V	0	\$ -	0	\$ -
H85	Power-KW Charge	0	\$ -	0	\$ -
H86	Power Account Activation	0	\$ -	0	\$ -
H19	Tender Fee Annual	0	\$ -	0	\$ -
H20	Tender Fee Monthly	0	\$ -	0	\$ -
H21	Tender Fee Daily	0	\$ -	0	\$ -
H22	Residence Surcharge	112	\$ 6,486.00	71	\$ 4,830.00
		Total: \$ 928,513.90		Total: \$ 1,010,592.16	

Downtown Harbor Fees
Douglas, Harris, Aurora and IVF

Code	Description	07/01/12 -06/30/13		07/01/13-06/30/14	
		# of Invoices	Total Amount	# of Invoices	Total Amount
H01	Annual DT Reserved Moorage	270	\$ 370,644.14	394	\$ 610,176.83
H02	Annual DT Moorage Non Reserved	0	\$ -	11	\$ 19,837.86
H03	Monthly DT Reserved Moorage	215	\$ 37,447.66	245	\$ 44,840.27
H10	Downtown Daily Moorage	0	\$ -	0	
H12	Harbors Reservation <65	1	\$ 31.50	37	\$ 4,985.98
H93	Harbors Reservation >65	0		77	\$ 58,620.00
H15	Downtown Monthly Moorage	1,703	\$ 243,979.91	1542	\$ 231,907.19
H94	Annual Skiff Moorage	0		3	\$ 1,748.00
H97	IVF Summer Fish Moorage Fee	0		46	\$ 2,991.10
H19	Tender Fee Annual	0		0	
H20	Tender Fee Monthly	0		1	\$ 50.00
H21	Tender Fee Daily	0		0	
H22	Residence Surcharge	437	\$ 24,157.44	427	\$ 31,878.00
H23	Recreational Boat Launch Annual (All)	1,554	\$ 147,510.00	1692	\$ 151,735.50
H24	Recreational Boat Launch Daily (All)	250	\$ 4,018.00	330	\$ 4,785.20
H25	Commercial Boat Launch Annual (All)	14	\$ 2,925.00	19	\$ 4,185.00
H28	Personal Freight	0		0	
H29	Freight Staging	0		0	
H30	Launch Ramp Tour Permit fee	11	\$ 4,297.40	0	
H43	Private Boathouse Surcharge	40	\$ 3,640.42	11	\$ 682.50
H44	Grid Fee (All)	99	\$ 4,307.30	102	\$ 3,447.53
H45	Crane Fee	422	\$ 5,644.09	380	\$ 5,069.04
H46	Crane Fee 2nd 30 min	0		0	
H47	Crane Fee additional Hours	0		0	
H48	Key Card Charge	16	\$ 140.00	25	\$ 230.00
H49	Pump Use Fee - Min	5	\$ 200.00	18	\$ 760.00
H50	Pump Use Fee - Beyond 2 hours	1	\$ 60.00	3	\$ 60.00
H51	Storage Fee	105	\$ 6,980.24	174	\$ 16,344.88
H52	Staff Labor Fee (All)	18	\$ 2,475.00	30	\$ 2,970.00
H53	Vessel Towing Fee - Staff Labor (All)	8	\$ 720.00	54	\$ 7,020.00
H54	Vessel Towing Fee - vessel fee (All)	9	\$ 1,095.00	47	\$ 8,460.00
H55	Vessel Towing Fee - actual expense (All)	0		1	\$ 285.71
H95	Vessel Disposal Surcharge	103	\$ 2,232.12	390	\$ 9,513.11
H62	Power Daily 20A	8	\$ 18.00	8	\$ 24.00
H63	Power Daily 30A	0	\$ -	213	\$ 1,860.22
H64	Power Daily 50A	53	\$ 2,976.00	114	\$ 8,839.21
H65	Power Daily 100A/208V	10	\$ 2,928.00	17	\$ 3,456.00
H66	Power Daily 100A/480V	0		0	
H67	Power Summer Liveaboard 20/30A	19	\$ 1,743.30	9	\$ 630.00
H68	Power Summer Liveaboard 50A	2	\$ 360.00	4	\$ 360.00

Downtown Harbor Fees
Douglas, Harris, Aurora and IVF

Code	Description	07/01/12 -06/30/13		07/01/13-06/30/14	
		# of Invoices	Total Amount	# of Invoices	Total Amount
H69	Power Summer Liveaboard 100A/208V	0		0	
H70	Power Summer Liveaboard 100A/480V	0		0	
H71	Power Summer 20/30A	45	\$ 2,322.00	99	\$ 5,319.00
H72	Power Summer 50A	8	\$ 648.00	8	\$ 648.00
H73	Power Summer 100A/208V	0		1	\$ 252.00
H74	Power Summer 100A/480V	0		0	
H75	Power Winter Liveaboard 20A	0		0	
H76	Power Winter Liveaboard 30A	15	\$ 2,592.00	4	\$ 324.00
H77	Power Winter Liveaboard 50A	14	\$ 4,500.00	0	
H78	Power Winter Liveaboard 100A/208V	0		0	
H79	Power Winter Liveaboard 100A/480V	0		0	
H80	Power Winter 20A	4	\$ 288.00	3	\$ 216.00
H81	Power Winter 30A	36	\$ 4,128.00	25	\$ 2,176.02
H82	Power Winter 50A	0		0	
H83	Power Winter 100A/208V	1	\$ 420.00	0	
H84	Power Winter 100A/480V	0		0	
H85	Power- KW Charge	2	\$ 394.02	1	\$ 1,225.40
H86	Power Account Activation	2	\$ 10.00	1	\$ 5.00
H87	Lease Rental Fees	146	\$ 540,387.31	159	\$ 596,404.31
		Total: \$ 1,426,219.85		Total: \$ 1,844,322.86	

Statter Harbor Expenses- Summer 2014

Expense	May	June	July	August	September	Totals
Porta-potties	\$ 983.84	\$ 1,967.68	\$ 1,913.41	\$ 2,220.00	\$ 2,220.00 (Sept. Est.)	\$ 9,304.93
Garbage	\$ 4,265.24	\$ 5,576.15	\$ 7,169.49	\$ 7,404.07	\$ 5,576.15 (Sept. Est.)	\$ 29,991.10
Restroom Supplies	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00
Staff*	\$ 21,045.80	\$ 21,045.80	\$ 21,045.80	\$ 21,045.80	\$ 21,045.80	\$ 105,229.00
Totals	\$ 27,294.88	\$ 29,589.63	\$ 31,128.70	\$ 31,669.87	\$ 29,841.95	\$ 149,525.03

**Staff expenses are calculated based on the total salary and benefits for 1 Admin Assistant, 1 Harbor Officer, and 1 Harbor Tech, who are employed during the summer season for cruise ship tour activities.*