



**DOCKS & HARBORS BOARD
DOCKS ENTERPRISE FEE REVIEW COMMITTEE MEETING**

October 28, 2014, 6:00 PM
Municipal Building – Room 224

Note: Immediately following the Finance Committee Meeting beginning at 5:00 PM

- I. **Call to Order** (Immediately following Finance Meeting in Room 224)
- II. **Roll Call** (David Summers, John Bush, Mike Peterson, David Logan, and Greg Busch)
- III. **Approval of Agenda**
- IV. **Approval of September 17, 2014 Fee Review Minutes**
- V. **Public Participation on Non-Agenda Items**
- VI. **Agenda Topics**
 1. Waterfront Sales Permits (05 CBJAC 10)
- VII. **Adjournment**

CBJ Docks and Harbors Board
Docks Fee Review Committee Meeting Minutes
For Wednesday, September 17th, 2014

I. Call To Order – Greg Busch called the meeting to order at 7:00 p.m. in the Assembly Chambers.

II. Roll Call – The following members were present: David Summers, John Bush, Mike Peterson, David Logan, and Greg Busch.

Absent: John Bush

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

III. Approval of Agenda.

No Changes to the Agenda.

No Objection

Mr. Busch asked if there was any participation on non-agenda items – None

IV. Agenda Topics

1. Docks Fee Review

Mr. Busch said the purpose of today's meeting is to develop the Committee's way ahead, prioritize fees to address first, and determine meeting times. This meeting will be more of a planning meeting.

Mr. Uchytel recommended consideration as follows:

1. The Cruise Ship industry wants to know fees by January for the following season so they can set their budget.
2. The waterfront sales permits outcry auction is typically in February – Would you like the fees, regulations and whole management process looked at?

Mr. Logan asked if any of the rate changes need to go to the Assembly for approval?

Mr. Uchytel said yes, and the changes could be affecting FY17.

Mr. Logan said this fee review should be looked at in a long view rather than a short view. Some of these fees have gone on for years without adjusting. Mr. Logan suggested to go through the fees and see which fees are partible to change for the next Fiscal year.

Mr. Busch recommended to look at meeting times.

The Committee decided the Port fee review meeting would be immediately following the Finance Meeting starting in October.

CBJ Docks and Harbors Board
DOCKS FEE REVIEW COMMITTEE MEETING MINUTES
For Wednesday September 17th, 2014

The Committee had discussions on the different Port fees to determine what fees to address first.

- Waterfront Vendor Fees – Priority **#1** (complete by February 2015)
- Tour Broker & Vending Permits – (This describes the process)
- Loading Permit Fees – priority **#3**
 - A & B Permits
 - Limited Loading Permits
- Electricity Fees – low priority
- Other Fees – In regulations - Fees established by the CBJ Docks & Harbors on a case-by-case basis. NO ACTION
- Cruise Ship Fees – Priority **#2** (complete by January 2016 for FY17 fees)
 - Dockage Charges
 - Port Dues
 - Port Maintenance Fees
 - Marine Passenger Fees –Unable to change
 - Port Development Fees – Unable to change
 - Potable Water Fee
 - Vessel Lightering Fee
 - Electricity – Something to look at for future fees when the new dock is finished.

Mr. Busch said the meetings will all be open for public comment, but before the final draft of a regulation staff will notify the specific user group the regulation change will affect. For the Waterfront Vendor Booth permit holders he directed staff to send a letter for them to attend the first meeting to get input early and all during the process.

Public Participation –

Dennis Watson, Juneau, AK

He commented for the Committee to make sure to do their due diligence on this process so if the fees are raised the Committee can support their decision with reasons so the Cruise Ship Industry has no reason to balk at the higher fees.

Mr. Peterson asked if fees and regulation of the Waterfront Vendor booths were going to be discussed at the next meeting?

Mr. Busch said the Waterfront Vendor Booths management, regulation, and fees are all intertwined and will all be discussed at the next meeting.

V. Adjournment

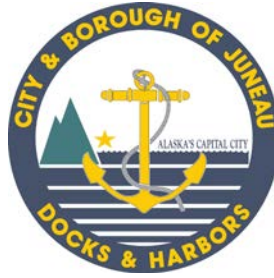
The Meeting adjourned at 8:12 p.m.

2013 Waterfront Sales Permit Renewals			
Company	Permit Duration	Permit Expires	Renewal Fee
Donna's Tours	3 Year Permit	Oct. 1, 2014	\$36,000.00
Whale Tales	5 Year Permit	Oct. 1, 2014	\$45,000.00
Liquid Alaska	4 Year Permit	Oct. 1, 2015	\$41,000.00
M & M Tours	5 Year Permit	Oct. 1, 2016	\$8,000.00
		Total	\$130,000.00
2013 Auction Permits			
Results	Permit Duration	Permit Expires	Permit Fee
Experience Juneau	1 Year Permit	Oct. 1, 2013	\$41,000.00
Mendenhall Taxi	1 Year Permit	Oct. 1, 2013	\$41,000.00
Best Tours	1 Year Permit	Oct. 1, 2013	\$46,000.00
Woo Hoo	2 Year Permit	Oct. 1, 2014	\$50,000.00
Last Chance	3 Year Permit	Oct. 1, 2015	\$40,000.00
MGT	3 Year Permit	Oct. 1, 2015	\$62,000.00
Gold Tours	4 Year Permit	Oct. 1, 2016	\$42,000.00
		Total	\$322,000.00

2013 Waterfront Sales Permit Total with Tax: \$474,600.00

2014 Waterfront Sales Permit Renewals			
Company	Permit Duration	Permit Expires	Renewal Fee
Woo Hoo	2 Year Permit	Oct. 1, 2014	\$50,000.00
Whale Tales	5 Year Permit	Oct. 1, 2014	\$45,000.00
Last Chance	3 Year Permit	Oct. 1, 2015	\$40,000.00
Liquid Alaska	4 Year Permit	Oct. 1, 2015	\$41,000.00
Gold Tours	4 Year Permit	Oct. 1, 2016	\$42,000.00
M & M Tours	5 Year Permit	Oct. 1, 2016	\$8,000.00
n/a	3 Year Permit		
n/a	3 Year Permit		
		Total	\$226,000.00
2014 Auction Permits			
Results	Permit Duration	Permit Expires	Permit Fee
Experience Juneau	1 Year Permit	Oct. 1, 2014	\$25,000.00
Capital City Sightseeing	1 Year Permit	Oct. 1, 2014	\$24,000.00
Mendenhall Taxi	1 Year Permit	Oct. 1, 2014	\$23,000.00
		Total	\$72,000.00

2014 Waterfront Sales Permit Total with Tax: \$312,900.00



Sequencing of Review

Docks Enterprise

- Upland Support of Docks Enterprise
 - Waterfront Sales Permit Regulations ([05 CBJAC 10.040](#))
 - 5/2000
 - Minimum bid = \$5000
 - Tour Broker & Vending Permit ([05 CBJAC 15.070](#))
 - 12/2004
 - Loading Permit Fees ([05 CBJAC 15.080](#))
 - 12/2004

"A" or "B" Permit	\$300 per company plus \$7 per passenger seat
Limited Loading Permit	\$15 per vehicle for each permit day; or \$250 per year, whichever is less

- - Electricity Fees ([05 CBJAC 15.090](#))
 - 12/2004
 - The fee assessed for the use of electrical outlets at the Marine Park Lightering Float, the Steamship Wharf, the Cruise Ship Terminal, the Intermediate Vessel Float and adjacent facilities under the administration of the Docks and Harbors Board.
 - Fees for electricity will be assessed in accordance with the fees and charges in effect at the time the electricity is consumed.
 - Other Fees ([05 CBJAC 15.095](#))
 - 12/2004
 - Fees will be established by the CBJ Docks and Harbors Board on a case-by-case basis.
- Cruise Ship Fees
 - Dockage Charges ([05 CBJAC 15.030](#))
 - 3/2010; 1/2007; 12/2004
 - \$1.50 per foot for vessels less than 65 feet in length overall;
 - \$2.50 per foot for vessels with a length overall from 65 feet up to 200 feet; and
 - \$3.00 per foot for vessels greater than or equal to 200 feet in length overall.
 - [Ketchikan](#)
 - [Seattle \(Item 420\)](#)



- Port Dues ([85.02.105](#))
 - 3/2005
 - Every vessel carrying passengers for compensation and utilizing the port facilities, and not otherwise exempted, shall be assessed and pay port dues for each port visit. The port dues shall be in addition to other port facility fees and charges.
 - [Base rate per registered net ton] X [Registered net tonnage]
= Port dues per vessel per use of port facilities
- Port Maintenance Fee ([05 CBJAC 15.040](#))
 - 1/2007; 12/2004
 - The charged assessed for use of the Steamship Wharf, the Cruise Ship Terminal, the Intermediate Vessel Float, and the Marine Park Lightering Float to provide for maintenance, replacement, and improvement of these facilities.
 - Each 24 hour period or portion thereof \$0.055 for each net registered ton of vessel displacement.
- Marine Passenger Fee ([05 CBJAC 15.100\(a\)](#))
 - 12/2004; 5/2013
 - The CBJ Docks and Harbors Department assesses a marine passenger fee in accordance with CBJ Ordinance 69.20. The fee is assessed to certain passenger vessels entering into any port within the City and Borough of Juneau. Fee proceeds are deposited into the general fund of the CBJ.
 - The marine passenger fee is currently \$5.00 per arriving passenger.
- Port Development ([Fee 05 CBJAC 15.100\(b\)](#))
 - 5/2005; 5/2013
 - Every vessel carrying passengers for compensation on port calls in the City and Borough and not otherwise exempted, shall pay in addition to any other fee or charge, a Port Development Fee.
 - \$3.00 per arriving passenger per day.
- Potable Water Fee ([05 CBJAC 15.050](#))
 - 8/2012; 12/2004
 - The charge assessed to vessels for taking on potable water through a metered connection at the Port.
 - Each 1,000 U.S. gallons or portion thereof \$4.67.
- Vessel Lightering Fee ([05 CBJAC 15.060](#))
 - 12/2004
 - The charge assessed to vessels for dropping-off or picking-up passengers at the Marine Park Lightering Float or the Intermediate Vessel Float.



- Each 24-hour period or portion thereof \$600.00.

Harbor Enterprise

- 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.
- 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.
 - 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.
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 - 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
- Parking
 - Statter Harbor Lower Parking Lot Permit Fee ([05 CBJAC 20.090](#))
 - 4/2005; 5/2006
 - The fee assessed to the owner of a vehicle for picking-up and discharging passengers for passenger-for-hire activities at the Statter Harbor Lower Parking Lot.
 - Calendar year permit: \$300.00 per company plus \$15.00 per passenger seat.
 - Parking Lot Fees ([05 CBJAC 20.160](#))



- 5/2009; 4/2005
 - From May 1 through September 30 each year, the fee to park in designated pay spaces at the parking lots for the Intermediate Vessel Float, Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, and Statter Harbor is \$1.00 per hour or portion thereof, \$5.00 per 24 hours or portion thereof, or \$75.00 per calendar month or portion thereof.
- Parking Management ([05 CBJAC 45.055](#))
- Staff Labor fees ([05 CBJAC 20.140](#))
 - 4/2005
 - When required in the furtherance of duties set out in CBJ Ordinance Title 85, harbor regulations and rules, fees for services of Docks and Harbors Department staff will be assessed as follows:
 - \$60.00 per hour for each staff person with a one-hour minimum charge per staff person;
 - \$5.00 per foot of silhouette vessel length when moving a vessel;
 - The actual cost of contracted services, supplies or materials plus a ten percent mark-up.
- Boat Launch fees
 - Recreational boat Launch fees ([05 CBJAC 20.060](#))
 - 4/2005
 - The fee assessed to an owner for using one or more of the Douglas Harbor Boat Launches, the Harris Harbor Boat Launch, the North Douglas Boat Launch, the Statter Harbor Boat Launch, the Tee Harbor Boat Launch, the Amalga Harbor Boat Launch, and the Echo Cove Boat Launch to launch and recover recreational vessels. Use of the Kayak Launch Ramp at Amalga Harbor is free.
 - Calendar Year \$90.00
 - Calendar Day \$14.00
 - Fees for commercial use of boat launches ([05 CBJAC 20.070](#))
 - 4/2005; 1/2006; 3/2007; 12/2009
 - The fees assessed to an owner for using one or more of the Douglas Harbor Boat Launches, the Harris Harbor Boat Launch, the North Douglas Boat Launch, the Statter Harbor Boat Launch, the Tee Harbor Boat Launch, the Amalga Harbor Boat Launch, and the Echo Cove Boat Launch for any type of commercial use.
 - Calendar year \$225.00
 - [Freight use](#) of Launch Ramp facilities ([05 CBJAC 45.035](#))
 - 3/2007
 - Freight use fee. In addition to other fees set out in ([05 CBJAC 20](#)), a person using a launch ramp for freight use must pay the fees set



out in this subsection. Freight use means the use of a launch ramp for any purpose other than launching and recovering a recreational vessel.

- Commercial Use Fee:
 - Up to ½ hour: \$30.00
 - Over ½ hour: \$30.00 + \$1.50 for each minute beyond ½ hour
- Personal Use Fee:
 - Up to ¼ hour: no charge
 - Over ¼ hour: \$15.00 per half-hour of use beyond ¼ hour with \$15.00 minimum charge
- Small Boat Harbor fee
 - Special Annual Moorage fee for skiffs ([05 CBJAC 20.020](#))
 - 7/2007; 4/2005
 - An owner with an open-hulled vessel 21 feet or less in length, excluding engines, may apply to the harbormaster for moorage in the limited access areas of the small boat harbors.
 - \$580.00 from July 1, 2013 through June 30, 2014; and a fee equal to the previous year's fee adjusted by the Anchorage Consumer Price Index (CPI).
 - Assigned Moorage Credit ([05 CBJAC 20.025](#))
 - 7/2007
 - A fee credit applied to the account of a person with a moorage assignment that makes their private shorepower connection available for temporary moorage assignments.
 - The credit shall be equal to the daily shorepower access fee charged.
 - [Daily](#) Moorage Fees ([05 CBJAC 20.030](#))
 - 4/2008; 7/2007; 4/2005
 - The fee charged on a daily basis to the owner of a vessel for berthing the vessel at the Douglas Boat Harbor, Harris Boat Harbor, Aurora Boat Basin, Norway Point Float, National Guard Float, Fisherman's Terminal, Statter Boat Harbor, and moorage appurtenant to any of these facilities.
 - [Downtown monthly](#) Moorage Fees ([05 CBJAC 20.040](#))
 - 7/2007; 4/2005
 - [Auke Bay monthly](#) Moorage Fees ([05 CBJAC 20.041](#))
 - 7/2007
 - Monthly Pre-paid Discounts ([05 CBJAC 20.042](#))



- 7/2007
- An owner that pays 12 months of monthly moorage in advance will receive a five percent discount off 12-month moorage fee.
- Active Fishing Vessel Discount at Statter Harbor ([05 CBJAC 20.044](#))
 - 5/2006; 7/2005
 - the owner of a fishing vessel that pays annual fees as set out in 05 CBJAC 40.020 may, for up to 20 days in a calendar year, use Statter Harbor without paying daily fees.
- Fee for tenders ([05 CBJAC 20.045](#))
 - 4/2005
 - The fee for tenders applies to cases where the owner of a vessel moors a tender in the water along with their primary vessel. Under this regulation, a tender is defined as an auxiliary vessel that is carried or towed by the primary vessel to allow access to, or escape from, the primary vessel.
 - Annual fee of \$150.00 per tender paid in advance or monthly fee of \$50.00 per tender.
- Residence surcharge ([05 CBJAC 20.050](#))
 - 4/2005
 - A fee assessed to the owner of a vessel when the vessel is used by any person as a residence, dwelling, or abode for three or more calendar days in any calendar month.
 - The owner shall pay a residence surcharge of \$69.00 per calendar month.
- Grid Usage Fees ([05 CBJAC 20.100](#))
 - 4/2005
 - The fees assessed to an owner for using the Douglas Grid or the Harris Harbor Grid.

\$ per foot per day	\$.95
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- Crane Use Fees ([05 CBJAC 20.110](#))
 - 4/2005
 - The fees assessed to a person for using a hydraulic crane at one of the CBJ Docks and Harbor Department facilities.
 - Crane use fees. Crane use fees will be assessed at the rate of \$0.25 per minute.
- Pump Use fees ([05 CBJAC 20.120](#))
 - 4/2005
 - Dewatering pumps are available for rent



- The fee for rent of a dewatering pump is \$20.00 per hour with a \$40.00 minimum charge.
- Storage fees ([05 CBJAC 20.130](#))
 - 5/2010; 7/2009; 1/2008; 4/2005
 - A person may apply to the Harbormaster for use of long-term storage space in designated areas.
 - The fee for use of this space is \$0.50 per square foot per calendar month. A person who maintains a reserved moorage assignment may store one personal item of up to 200 square feet for \$0.25 per square foot per calendar month.
- Reserved moorage waitlist fee ([05 CBJAC 20.150](#))
 - 4/2005
 - A person applying for placement on the reserved moorage waitlist shall pay an initial sign-up fee of \$50.00 and an annual fee of \$10.00 to remain on the waitlist.
- Private boathouse surcharge ([05 CBJAC 20.170](#))
 - 4/2005
 - The fee assessed to the owner of a private boathouse located on the property of CBJ for the use of CBJ tidelands.
 - The fair market rent used to compute the annual fee is \$0.13 per square foot.
- Other fees (i.e. catamaran) ([05 CBJAC 20.180](#))
 - 4/2005
 - The Docks and Harbors Board will establish fees for use of CBJ Docks and Harbor Department facilities that are not specifically identified in CBJ Administrative Code Title 05 on a case-by-case basis.
- Winter management waitlisted vessel moorage zone ([05 CBJAC 25.090](#))
 - During the month of August each year, a person wishing to obtain a moorage assignment may apply on an application form provided by the harbormaster. The person shall submit a \$100.00 application fee, refundable if the person does not receive a moorage assignment and creditable towards docks and harbor department charges.
- Shorepower access Fee ([05 CBJAC 30.010](#))
 - 9/2010; 9/2009; 1/2009; 4/2005

Daily shorepower access fees. Fees to access shorepower on a daily basis are as follows:

• Connection Type	Fee
20 amp	\$4.80



30 amp	7.20
50 amp	24.00
100 amp/208 volt	48.00
100 amp/480 volt	120.00

Summer monthly shorepower access fees. Fees to access shorepower on a monthly basis during the months of May, June, July, August, and September are as follows:

Connection Type	Liveaboard Fee	Non-Liveaboard Fee
20 and 30 amp	\$90.00	\$54.00
50 amp	180.00	108.00
100 amp/208 volt	420.00	252.00
100 amp/480 volt	990.00	588.00

Winter monthly shorepower access fees. Fees to access shorepower on a monthly basis during the months of October, November, December, January, February, March, and April are as follows:

Connection Type	Liveaboard Fee	Non-Liveaboard Fee
20 amp	\$120.00	\$72.00
30 amp	162.00	96.00
50 amp	300.00	180.00
100 amp/208 volt	720.00	420.00
100 amp/480 volt	1,680.00	972.00

- Vessel salvage and disposal ([05 CBJAC 40.010\(g\)\(1\)\(ii\)](#))
 - 9/2006
 - the owner of a vessel must provide the Harbormaster with proof of current marine insurance showing or pay a non-refundable moorage surcharge \$0.25 per foot per month.
 - The funds collected from the moorage surcharge under this regulation will be used to pay for the unrecoverable costs attributable to vessel salvage and disposal activities in the small boat harbors.
- Boom truck usage fee ([05 CBJAC 15.110](#))
 - 2/2012



- The charge assessed for obtaining full boom truck services as provided by the CBJ Docks and Harbors Department.
- Basis for charge. The charge assessed will be at the rate of \$120.00 per hour for the first hour, and \$60.00 per 30 minutes thereafter.

Tideland Leases

- Leasing
 - Appraisal, lease rent requirements, and dispute resolution ([05 CBJAC 50.040](#))
 - 10/2008
 - Application fees; terms; payment ([53.20.030\(2\)](#))
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