



DOCKS & HARBORS BOARD DOCKS FEE REVIEW COMMITTEE MEETING

March 19th, 2015, 5:30 PM
CBJ Assembly Chambers

Immediately following the Finance Committee meeting at 5:00 PM

- I. **Call to Order** (6:00 pm in the Assembly Chambers- following Finance Committee)
- II. **Roll Call** (David Summers, John Bush, Mike Peterson, David Logan, and Greg Busch)
- III. **Approval of Agenda**
- IV. **Approval of February 19th, 2015 Docks Fee Review Committee Minutes**
- V. **Public Participation on Non-Agenda Items** (not to exceed five minutes per person, or twenty minutes total time)
- VI. **Action Item**

1. 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

- 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.

Committee Questions

Public Discussion

Committee Discussion/Action

MOTION: TO BE DEVELOPED AT THE MEETING

- VII. **Future Item**

1. Electricity Fees ([05 CBJAC 15.090](#))

- VIII. **Adjournment**

CBJ Docks and Harbors Board
Docks Fee Review Committee Meeting Minutes
For Thursday, February 19th, 2015

- I. Call To Order – Greg Busch called the meeting to order at 6:06 p.m. in CBJ Assembly Chambers.
- II. Roll Call – The following members were present: Mike Peterson, David Summers, and Greg Busch.

Absent: John Bush and David Logan.

Also present were the following: Carl Uchytel – Port Director.

- III. Approval of Agenda.

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

Motion passed with no objection

- IV. Approval of January 27th, 2015 Port Fee Review Committee Minutes. Hearing no objection, the January 27th, 2015 Port Fee Review Committee minutes were approved as presented.
- V. Public Participation on Non-Agenda Items – None
- VI. Action Item

1. Loading Permit Fees 05 CBJAC 15.080 & 05 CBJAC 20.090

Mr. Uchytel said these fees are for the “A” and “B” permits that park at the cruise ship terminal parking area and for the Statter Harbor bus parking area. The last time the 05 CBJAC 15.080 regulation was changed was in 2004 with the fees set at \$300 per company for the “A and “B” zones plus \$7 per passenger seat, and the Limited Loading Permit fees set at \$15 per vehicle for each permit day, or \$250.00 per year, whichever is less. The last time the 05 CBJAC 20.090 was changed was in 2005 & 2006 with the fee set at \$300.00 per company plus \$15.00 per passenger seat. Page five in the packet shows the revenues for the companies with seat fees for 2012, 2013, and 2014, and an estimate for the expenses for the loading zone operations for the 2014 season. The question for the Committee, “are these rates fair and reasonable”?

Committee Questions

Mr. Busch asked for clarification on the cost for the parking meter listed on the Port Expenses. Is it a onetime fee or a recurring expense?

Mr. Uchytel said it is a onetime expense.

Mr. Busch said with the removal of the parking meter expense, the summer port expenses will be approximately \$100,000.00.

Mr. Uchytel said that is correct.

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Mr. Busch asked why the seat fee at Statter Harbor is \$15.00 and the seat fee downtown is \$7.00? He would like staff to look into this to try to find out why it was different.

Mr. Uchytel commented it could have been that way to deter over use because of the congestion. People didn't want to pay the higher price so they wouldn't use it. Something for the Committee to consider is there will be more room after the launch ramp project is complete and when the Auke Bay Boat Yard moves to the Auke Bay Loading Facility.

Public Discussion

Mr. Busch said in the packet is a letter from Mr. Hagevig to the Board members which will be taken into consideration.

Mr. Peterson said when he divides the seat fee of \$7.00 into the total amount of revenue for the "A" zone seat fee, he gets a total of 7,035 seats. He asked Mr. Hagevig if he believes that is a low number?

Mr. Hagevig said he does not know the other companies and fleet sizes. He agreed with Mr. Peterson that it looked like a low number. He said his companies overall expense for "A" and "B" zone seats was between \$25 and \$26 thousand. He said his company has around 3,000 total seats. He is not sure what the amount of buses other companies have and if they permit all of their buses because some may not all go to the City dock.

Mr. Peterson asked if one permit covered all of Mr. Hagevig's buses?

Mr. Hagevig said that his company permits the entire fleet of buses.

Mr. Peterson asked if the seat fee was done on an honor system.

Mr. Hagevig said his company pays the amount of passenger seats in the vehicle. The buses are all Industry standard.

Mr. Uchytel asked Mr. Hagevig if it was the Industry standard to charge per seat?

Mr. Hagevig said this is the same way of reporting at the Airport and it is standard. He said he would also like to see at one point one permit that allows use for both areas, Statter Harbor and downtown. He also thought the higher seat fee for Statter was for committed companies and deterred just anyone from using it. He said he does not permit every bus for Statter Harbor, but only a few. He said the buses go in twice daily, and calculated the permit based on the daily use. If all 60 buses needed to be permitted, there would be no way they could do business at Statter Harbor.

Mr. Busch asked Mr. Hagevig if the staff time expense listed on the expense sheet was a fair estimate?

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Mr. Hagevig questioned what percentage of the time was actually spent in the loading zone area versus, security for the cruise ships, or the waterfront vendor booth operations?

Mr. Busch said that is a valid point because there is not one person in the loading zone area 24/7.

Mr. Uchtyl said it is all estimated.

Mr. Busch said he doesn't want to make a recommendation today, but he would like to find the history behind the \$15 seat fee for Statter Harbor and have more discussion on this topic. He would rather see one number and not two. He said he can see the need for having a second permit, or increase them all. Looking at the fee structure, only a third of the total fleet is using Statter Harbor versus the downtown dock. That needs to be looked at more.

Mr. Peterson asked if the \$300 company fee covered all Mr. Hagevig's buses?

Mr. Hagevig said yes, and he thought that was an administration cost. When this came about, it was determined it would cost \$300 per company to get the stickers and do the paperwork, and the seat fee was for the day to day operations.

Mr. Busch said he thought the \$300 company fee was per bus.

Mr. Uchtyl said no this is per company and only nine companies use Statter Harbor.

Mr. Peterson said 36 companies for downtown. He asked Mr. Hagevig how many buses he has.

Mr. Hagevig said 62 "A" zone buses and 10 or 12 "B" zone buses.

Mr. Peterson asked how many seats the "A" zone buses have?

Mr. Hagevig said 35 to 53 seats with a total of over 3,000 seats.

Mr. Green asked if the staff was paid out of the marine passenger fees? He wanted to know if this was truly an expense that should be weighed against these fees?

Mr. Uchtyl said Docks & Harbors received \$154,000 in marine passenger fees for staff. The expenses in the Port are around \$500,000. Mr. Uchtyl recommended staff detail the 36 companies with type of vehicle and how much each are paying. He said the taxi's pay one company fee and the vehicle owners just pay for the seats in their vehicle.

Mr. Busch said this is not a guaranteed increase, but to look at all the fees and see if they still make sense or if they need to be changed. He would like to keep this simple.

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Mr. Peterson said he would like to see the fees standardized. The \$15 seat fee maybe was appropriate 10 years ago, but now it is different. Also, looking into the future, when the Statter Harbor comes online it will increase the parking area.

There was a discussion with Mr. Wright with Juneau Limousine Services. The Committee recommended Mr. Wright bring a detailed fee proposal to the Committee to consider, with an explanation of his use of downtown and Statter Harbor.

Mr. Busch said these fees will not change this summer, but if there are any changes, it would be in 2016. Also, it is the intent of the Committee to review the fees every five years to make sure they still make sense and not let them go ten years again.

Committee Discussion/Action

Mr. Busch said next meeting will look similar to this one but the Committee will review the more detail staff has been asked to provide. He would also like to see recommendations from Industry.

No Motion

- VII. Future Item
 - 1. Electricity Fees 05 CBJAC 15.090
- VIII. Adjournment - The Meeting adjourned at 6:39 p.m.

Summer Port Revenues

<u>Code</u>	<u>Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
P10	Loading Zone Permit- Company Fee	\$10,500.00	\$10,200.00	\$10,800.00
P11	Loading Zone Permit- "A" Seat Fee	\$50,897.00	\$50,498.00	\$46,998.00
P12	Loading Zone Permit- "B" Seat Fee	\$10,143.00	\$9,765.00	\$13,888.00
H37	Statter Bus Parking- Company Fee	\$1,800.00	\$1,575.00	\$2,700.00
H38	Statter Bus Parking- Seat Fee	\$5,190.00	\$4,815.00	\$7,095.00
P52	Downtown Parking- Taku Lot	\$0.00	\$0.00	\$29,876.20
		\$78,530.00	\$76,853.00	\$111,357.20

Summer Port Expenses

<u>Expense</u>	<u>Amount</u>	<u>Comments</u>
Staff Labor (Downtown)	\$86,680.50	Based on salary & benefits of 1 Harbor Officer, 1 Harbor Tech, and 1/2 Admin I
Staff Labor (Statter)	\$11,043.54	Based on salary & benefits for 1 Harbor Officer & 1 Admin I- 1 hour per day
Parking Meter	\$12,378.00	Cost for each parking meter (1 Downtown & 1 at Statter Harbor)- one time
Parking Meter Support	\$1,908.00	Annual support for each parking meter (1 Downtown & 1 at Statter Harbor)
Parking Decals- A Zone	\$421.56	\$2.10 each
Parking Decals- B Zone	\$412.54	\$2.75 each
Parking Decals- Crew Shuttle	\$120.45	\$4.81 each
Parking Decals- Statter Loading	\$148.62	\$2.97 each
Total	\$100,735.21	

2014 Loading Zone Use by Company

Company	A Zone		B Zone		Crew	
	# Vehicles	# Seats	# Vehicles	# Seats	# Vehicles	# Seats
12th Street Taxi & Tours*			6	38		
Above & Beyond Alaska			5	50		
Admiralty Excursions			1	14		
Alaska Excursions	3	63				
Alaska Independent Coach	25	1237	2	27		
Alaska Travel Adventures	10	129	11	427		
Alaska Zipline			3	42		
Alaskan Kiwis			9	119		
Alaskan Photography			1	15		
Allen Marine			1	12		
Bear Creek Outfitters			4	37		
Best Western Country Lane Inn			1	6		
Coastal Helicopters			8	98		
Crew International	1	24			2	28
Crew International Shuttle & Tours	1	24			2	28
Dolphin Tours	8	324	1	11		
Era Helicopters			3	33		
Gastineau Guiding	15	379	6	84		
Glacier Taxi & Tours LLC*			16	119		
Harv & Marv's	3	71	8	75		
Hauling Bros					2	28
Hooked on Juneau			1	10		
Juneau Limousine Service	1	32	5	44		
Juneau Taxi & Tours*			13	96		
Juneau Tours	15	470	3	42		
Last Chance	9	238	1	14		
LD's Crew Shuttle					2	28
M & M Tours	10	421	8	84		
Northstar Trekking			5	62		
ORCA	2	54	5	49		
R & C Shuttles					1	14
Ramel Crew Shuttles					2	28
Royal Highway	71	3248	9	110		
Rum Runner Charters			1	6		
Temsco Helicopters			7	90		
Wings Airways			3	16		
TOTALS	174	6714	147	1830	11	154

A Zone Seat Fee (before Tax)	B Zone Seat Fee (before Tax)	Total Seat Fees (before Tax)	Company Fee (before Tax)	Company + Seat Fee (before Tax)	Company
	\$ 266.00	\$ 266.00	\$ 300.00	\$ 566.00	12th Street Taxi & Tours*
	\$ 350.00	\$ 350.00	\$ 300.00	\$ 650.00	Above & Beyond Alaska
	\$ 98.00	\$ 98.00	\$ 300.00	\$ 398.00	Admiralty Excursions
\$ 441.00		\$ 441.00	\$ 300.00	\$ 741.00	Alaska Excursions
\$ 8,659.00	\$ 189.00	\$ 8,848.00	\$ 300.00	\$ 9,148.00	Alaska Independent Coach
\$ 903.00	\$ 2,989.00	\$ 3,892.00	\$ 300.00	\$ 4,192.00	Alaska Travel Adventures
	\$ 294.00	\$ 294.00	\$ 300.00	\$ 594.00	Alaska Zipline
	\$ 833.00	\$ 833.00	\$ 300.00	\$ 1,133.00	Alaskan Kiwis
	\$ 105.00	\$ 105.00	\$ 300.00	\$ 405.00	Alaskan Photography
	\$ 84.00	\$ 84.00	\$ 300.00	\$ 384.00	Allen Marine
	\$ 259.00	\$ 259.00	\$ 300.00	\$ 559.00	Bear Creek Outfitters
	\$ 42.00	\$ 42.00	\$ 300.00	\$ 342.00	Best Western Country Lane Inn
	\$ 686.00	\$ 686.00	\$ 300.00	\$ 986.00	Coastal Helicopters
\$ 168.00	\$ 196.00	\$ 364.00	\$ 300.00	\$ 664.00	Crew International
\$ 168.00	\$ 196.00	\$ 364.00	\$ 300.00	\$ 664.00	Crew International Shuttle & Tours
\$ 2,268.00	\$ 77.00	\$ 2,345.00	\$ 300.00	\$ 2,645.00	Dolphin Tours
	\$ 231.00	\$ 231.00	\$ 300.00	\$ 531.00	Era Helicopters
\$ 2,653.00	\$ 588.00	\$ 3,241.00	\$ 300.00	\$ 3,541.00	Gastineau Guiding
	\$ 833.00	\$ 833.00	\$ 300.00	\$ 1,133.00	Glacier Taxi & Tours LLC*
\$ 497.00	\$ 525.00	\$ 1,022.00	\$ 300.00	\$ 1,322.00	Harv & Marv's
	\$ 196.00	\$ 196.00	\$ 300.00	\$ 496.00	Hauling Bros
	\$ 70.00	\$ 70.00	\$ 300.00	\$ 370.00	Hooked on Juneau
\$ 224.00	\$ 308.00	\$ 532.00	\$ 300.00	\$ 832.00	Juneau Limousine Service
	\$ 672.00	\$ 672.00	\$ 300.00	\$ 972.00	Juneau Taxi & Tours*
\$ 3,290.00	\$ 294.00	\$ 3,584.00	\$ 300.00	\$ 3,884.00	Juneau Tours
\$ 1,666.00	\$ 98.00	\$ 1,764.00	\$ 300.00	\$ 2,064.00	Last Chance
	\$ 196.00	\$ 196.00	\$ 300.00	\$ 496.00	LD's Crew Shuttle
\$ 2,947.00	\$ 588.00	\$ 3,535.00	\$ 300.00	\$ 3,835.00	M & M Tours
	\$ 434.00	\$ 434.00	\$ 300.00	\$ 734.00	Northstar Trekking
\$ 378.00	\$ 343.00	\$ 721.00	\$ 300.00	\$ 1,021.00	ORCA
	\$ 98.00	\$ 98.00	\$ 300.00	\$ 398.00	R & C Shuttles
	\$ 196.00	\$ 196.00	\$ 300.00	\$ 496.00	Ramel Crew Shuttles
\$ 22,736.00	\$ 770.00	\$ 23,506.00	\$ 300.00	\$ 23,806.00	Royal Highway
	\$ 42.00	\$ 42.00	\$ 300.00	\$ 342.00	Rum Runner Charters
	\$ 630.00	\$ 630.00	\$ 300.00	\$ 930.00	Temsco Helicopters
	\$ 112.00	\$ 112.00	\$ 300.00	\$ 412.00	Wings Airways
\$ 46,998.00	\$ 13,888.00	\$ 60,886.00	\$ 10,800.00	\$ 71,686.00	TOTALS

Notes: "A Zone" vehicles have 18 or more seats
Taxi companies are marked with *