



## DOCKS & HARBORS BOARD HARBOR FEE REVIEW COMMITTEE MEETING

March 24<sup>th</sup>, 2015, 12:00 PM  
Municipal Building – Room 224

- I. **CALL TO ORDER** (12:00 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** March 4<sup>th</sup>, 2015 Harbor Fee Review Committee Minutes
- V. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** (not to exceed 5 minutes per person, or twenty minutes total time).
- VI. **ACTION ITEM – NEW BUSINESS**

1. Parking

- 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](#))

Committee Questions

Public Discussion

Committee Discussion/Action

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

- VII. **FUTURE BUSINESS**

1. Staff Labor fees ([05 CBJAC 20.140](#))

- VIII. **ADJOURNMENT**

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

- I. Call To Order – Budd Simpson called the meeting to order at 12:00 p.m. in CBJ room 224.
- II. Roll Call – The following members were present: Tom Donek, Bob Janes, David Logan, Scott Spickler, and Budd Simpson.

Also present were the following: Carl Uchtyl – Port Director, Dave Borg – Harbormaster, Doug Unruh – Operations Maintenance Supervisor, and Mike Peterson – Board Member.

- III. Approval of Agenda.

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

***No Objection***

- IV. Approval of February 18<sup>th</sup>, 2015 Harbor Fee Review Committee minutes. Hearing no objection, the February 18<sup>th</sup>, 2015 Harbor Fee Review minutes were approved as presented.

- V. Public Participation on Non-Agenda Items - None

- VI. Action Items – Unfinished Business

1. Auke Bay Loading Facility

- o Fee for delivery and sale of fuel at (05CBJAC20.175)
  - 12/2009
  - Fee assessed on each gallon of fuel sold to a vessel using the Auke Bay Loading Facility for fueling 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.
- o 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

Mr. Uchtyl said he submitted staff recommendations last night based on the minutes from the last meeting. He is not sure what to charge for bunkering fuel.

Mr. Simpson said the Committee discussed charging \$.05 for the fuel pumped into the vessels tank for propulsion and to keep it consistent with the Petro Marine fuel dock lease fee. For fuel loaded onto a vessel for

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

transport to another place would be charged the same as other cargo. This would be in a cargo loading fee or drive down the ramp fee.

Mr. Uchytel said staff is recommending an extra charge for using the drive down float and would affect tankers using this, but there is no tariff for the cargo ramp. He said fuel could be bunkered from the cargo ramp to avoid paying.

Mr. Simpson wanted Mr. Uchytel to explain what bunkering was?

Mr. Uchytel said this is transferring fuel from a tanker to containers on a vessel, which is non-propulsion fuel. If the customer is pushed to the ramp, there will need to be a new fee schedule.

Mr. Simpson said if someone is using the ramp, they are paying the ramp fee to load their cargo. He is not recommending to charge a separate fee for all the different cargo loaded.

Mr. Uchytel said staff does not have a use fee for the ramp in place.

Mr. Uchytel went over the staff recommendations in the packet.

*ABLF –*

*a. Rates for hauling out vessels using Docks & Harbors Self Propelled Hydraulic Boat Lift.*

*i. \$15/LF of vessel each way (includes blocking & stands)*

*ii. 1-Hour of the prevailing labor rate for pressure washing.*

*iii. 1-Hour of the prevailing labor rate blocking plus \$100/month for use of four boat stands (if outside operator brings vessel in for blocking/storage).*

Mr. Peterson asked how staff came up with \$100 per month when you talk about four boat stands

Mr. Borg said each stand costs \$120. They are using almost \$500 of Docks & Harbors equipment.

Mr. Simpson suggested also having a daily rate.

Mr. Unruh said when we pull the boat, we don't charge for the stands. The \$100 rate is when someone comes into pull a boat and use our equipment. Usually the vessels are there long term.

Mr. Donek recommended to enforce boats be put on boat stands and nothing else.

Mr. Donek asked what Juneau Marine Services charges to haul out vessels?

Mr. Unruh said \$17/LF, but that includes power washing.

Mr. Janes recommended to compare the staff recommended rates to what the Boat Yard charges.

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

Mr. Donek asked if Auke Bay Boat Yard moves to the ABLF, are these rates just interim.

Mr. Logan said even if Auke Bay Boat Yard moves to the ABLF, there is still going to be some area for Docks & Harbors.

Mr. Uchytel said the area for the Auke Bay Boat Yard is about one acre on the Auk Nu Cove end of the facility, and would be gated off. We would still maintain the access to the drive down float.

Mr. Janes asked if other companies could still use the ABLF to haul out boats?

Mr. Borg said we will still maintain the launch ramp.

*b. Rates for vessel use of the drive down float will now require advance reservation scheduling.*

*i. The first two-hours of use are free.*

*ii. After two hours, the rate is \$0.75/LF per calendar day regardless whether moorage fees have been paid elsewhere in the harbor system.*

*iii. After three calendar days, the rate goes to \$1.50/LF.*

*iv. After seven days, the rate goes to \$3.00/LF. (added)*

Mr. Uchytel said right now anyone who pays for moorage in the harbor system has free use of this drive down float. The proposed fee schedule is designed to not have people camp out too long. We will also be requiring advance reservations.

Mr. Spickler asked what was the plan for monitoring and enforcement?

Mr. Unruh said monitoring is a problem now and it will continue to be a problem unless he has a full time employee at that location during the day.

Mr. Spickler said it would be worth having someone at that location for enforcement.

Mr. Logan recommended charging an overnight fee. He asked what class of vessel will be able to use the drive down float?

Mr. Borg said this would be restricted to Commercial Vessels.

Mr. Janes said this is a policy decision. The drive down float will provide a use need for the public if the rules are tight enough to allow them to use it.

Mr. Borg said the intent is that this is a loading facility and not a moorage facility.

Mr. Donek said he does not support only commercial vessels use.

Mr. Borg said if someone makes a non-commercial vessel reservation, he would allow the use of the facility.

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

Mr. Unruh said if this is gated and people have fob keys, it will cost you to drive down. We will still get the revenue even though it's not commercial.

Mr. Uchytel said there is a risk for "taking reservations" for Docks & Harbors?

Mr. Simpson recommended to use "advance scheduling". He also recommends to have a big sign with the rules and regulations.

*c. Mechanical Work Zone – Area will be established for vessels requiring extended mechanical repairs.*

*i. Area designated is 75 feet along the NE side of the drive down float.*

*ii. Reservations and Harbormaster must approve work from May 15 to September 30.*

*iii. Vessels will be required to submit a scope-of-work to the Harbormaster.*

*iv. Fee will be \$0.75/LF per calendar day for the first three days.*

*v. Fee will be \$1.50/LF per calendar day for day four through day seven.*

*vi. Fee will be \$3.00/LF per calendar day in excess of seven days.*

Mr. Uchytel said this fee is acknowledging and trying to accommodate the need for mechanical repairs.

Mr. Simpson asked why there isn't a \$3.00/LF per calendar day in excess of seven days for the drive down float?

The Committee discussed this and decided to add this to the drive down float fee.

Mr. Uchytel said there will be complaints on these rates.

Mr. Simpson said this is a policy based decision to keep people moving in and out of the facility and not parking too long like they have been doing.

Mr. Peterson commented he didn't like using the word "require".

Mr. Simpson said the word "require" and "must" need to be in regulation so people follow the rules. He agrees this should be more user friendly and maybe use language like "Welcome to our facility, this is here for your benefit, a few rules have to be imposed to help make this facility work for everybody", then use the words "require" and "must" farther down the list.

Mr. Janes said we just need to accept using those words. He said the current staff provides good customer service and works with people.

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

Mr. Spickler wanted **b) iv - After seven days, the rate goes to \$3.00/LF (added)**

*d. Crane Use*

*i. \$5 per each 15 minutes of use.*

Mr. Uchytal said currently the charge is \$.25 per minute and staff is proposing \$5 per 15 minutes.

Mr. Donek asked how this stops the turning off and on of the crane.

Mr. Uchytal said there is no incentive to turn it off and on because it is \$5 for any portion of the 15 minutes. Staff will look into a the crane shutting off after 15 minutes.

Mr. Peterson said the \$5 rate for 15 minutes is very reasonable.

Mr. Donek recommended not to have the crane shut off, but they would be charged for the use.

Mr. Unruh said another reason for an automatic shut off is that a lot of users forget to shut the crane off and leave it running for hours.

Mr. Logan said this wouldn't happen if an employee was at the ABLF full time.

Mr. Spickler suggested to add a flashing light when it was running.

The Committee agreed with charging the \$5 per 15 minutes.

*e. Access to Drive Down Float*

*i. New gate to be installed atop Drive Down Ramp (estimated cost \$15K).*

*ii. \$5/entry for vehicle/truck access by key fob only.*

*iii. Efforts to coordinate with visiting vessels will be made by staff.*

*iv. Anticipate approximately \$18K in revenue/year.*

Mr. Uchytal said a gated entry cost is approximately \$15K. The entry rate would be \$5 with key fob only.

Mr. Simpson asked if the key fobs register in the office on who they are assigned to?

Mr. Borg said yes.

Mr. Donek asked if the \$5 was each entry or per day.

Mr. Uchytal said per entry.

Mr. Simpson asked how he is projecting \$18K per year.

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

Mr. Uchytel said this is estimating 10 vehicles per day using the drive down float for an entire year.

Mr. Donek asked if this fee would be applied to the trucks that deliver the non-propulsion fuel?

Mr. Uchytel said yes.

Mr. Simpson said \$5 for the drive down seems reasonable.

*f. ABLF Parking*

*i. Approximately twelve parking spots can be made available for commercial users of the facility.*

*ii. \$100/calendar month for parking privilege.*

*iii. One parking pass will be made available, on a first come first serve basis, to a registered commercial vessel operating in Auke Bay.*

Mr. Uchytel said the Commercial users of the facility will be provided one vehicle parking spot per vessel and charged \$100 per calendar month.

The Committee agreed on this rate.

*g. Storage*

*i. Gear & Cargo - \$0.50/sq foot remains unchanged*

*ii. Vessel – On the hard first day free **(added)***

*iii. Vessel – On the hard- summer rate up to five days- \$1/LF **(Above line added)***

*iv. Vessel – On the hard – summer rate after five days - \$3/LF per day.*

*v. Vessel – On the hard – Winter rate - \$8/LF per day.*

Mr. Uchytel said for Gear & Cargo, staff is proposing \$.50/sq ft which remains unchanged. Vessel storing summer rate is \$3/LF per day, and vessel storing winter rate is \$8/LF per day.

Mr. Simpson said the \$3/LF per day is too high and is a punitive rate. Mr. Simpson said the first day should be free, after the first day go to a \$1/LF per day, and then the higher rate after a few days.

Mr. Donek asked what Juneau Marine Services charges?

Mr. Simpson said he thought it was \$30 per day and the first day was free.

Mr. Uchytel said last year a vessel owner said it was cheaper to be stored on the hard than to go back in the water. He said Juneau Marine Services used to charge \$50 per day.

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

Mr. Simpson said he recommended no charge for the first day in and out.

Mr. Uchytel asked what to charge if it is another company pulling a boat.

Mr. Simpson said he recommends the first day of haul out is free. Up to five or seven days is \$1/LF per day.

Mr. Borg said he recommends five days.

Mr. Spickler recommended to mirror Juneau Marine Services rates up to five days.

Mr. Simpson said after the five days you can go to \$3/LF per day. This would be trying to avoid someone staying for a long time, but not make it prohibitive for someone with a legitimate project.

Mr. Janes recommended having a space available for a vessel to be pulled and serviced and then put back in the water. Charge an hourly rate for that space.

*h. Freight Use Fee*

*i. Currently:*

- 1. Up to 30 minutes - \$30; or*
- 2. Over 30 minutes - \$30 + \$1.50/minute.*

*ii. Recommend*

- 1. \$60 for the first hour; and*
- 2. \$30 for each additional hour*

Mr. Uchytel said staff recommendation is \$60 for the first hour; and \$30 for each additional hour.

Mr. Simpson said this will simplify the current system. He suggested to try this for a year and revisit it and see if it has been working or if things need to be changed.

More discussion followed on if this fee was going to capture the bunkering of fuel.

3. Statter Harbor Parking – Not discussed.

*a. New Launch Ramp Parking*

*i. Rate*

- 1. \$10/day*
- 2. 3-days maximum*
- 3. Applies to either vehicles or vehicles plus trailers*

*ii. Off season discounted rate (Oct-April)*

- 1. \$200/month*

**CBJ Docks and Harbors Board**  
**Harbors Fee Review Committee Meeting Minutes**  
**For Wednesday, March 4<sup>th</sup>, 2015**

MOTION By MR. DONEK: TO ACCEPT THE RATE SCENARIO AS DISCUSSED AND CHANGED TODAY WITHOUT INCLUDING STATTER HARBOR PARKING AND RECOMMEND THIS TO GO TO THE OPS/PLANNING AND FINANCE COMMITTEES IN THIS FORMAT AND ASK UNANIMOUS CONSENT.

Motion passed without objection.

- VII. Staff Labor Fees (05 CBJAC 20.140) – Not discussed.
- VIII. Adjournment - The meeting adjourned at 1:25 pm.

Statter Harbor Summer Parking Revenues

<u>Code</u>	<u>Description</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
H41	Statter Harbor Daily Parking	\$61,026.08	\$35,556.02	\$66,769.27
H42	Statter Harbor Monthly Parking	\$2,741.06	\$7,440.00	\$7,575.00
<b>Totals</b>		<b>\$63,767.14</b>	<b>\$42,996.02</b>	<b>\$74,344.27</b>

Statter Harbor Summer Parking Expenses

<u>Expense</u>	<u>Amount</u>	<u>Comments</u>
Staff Labor	\$26,280.81	Based on salary & benefits for 1 Harbor Officer- 3 hours per day & 1 Admin I- 1.5 hours per day
<del>Parking Meter</del>	<del>\$12,378.00</del>	Cost for each parking meter (1 Downtown & 1 at Statter Harbor) <b>one time</b>
Parking Meter Support	\$1,908.00	Annual support for each meter (1 Downtown & 1 at Statter Harbor)
<b>Total</b>	<b>\$28,188.81</b>	

## Horton Lot Use

Approx. 20-25 vehicles use the Horton lot for long term use in the summer months.

We issued about 500 permits for vehicle parking in the Horton lot last summer. There were more vehicles parked up there that did not get permits or had a downtown sticker in their window.

We have about 20 long term vehicles parking in the Statter lot during the winter months when there are no parking fees. We also have 12-15 Coast Guard vehicles parking in the Statter lot.

CBJ Harbors Board  
Carl Uchytel, Port Director  
March 20, 2015  
Re: Shelter resident parking

Dear people,

My family has lived full time on Shelter Island since 1995. Shelter Island is a subdivision within the CBJ and we are subject to all the rights and duties of the CBJ Charter including property taxes. In the twenty years we have lived here we have parked our family vehicle at Statter harbor parking lot every day. It remains in the lot and when we come to town to do our shopping and errands we use it returning to harbor parking until next visit. We have done this with full knowledge of harbor and CBJ staff. In the past decade we have seen alternatives to harbor parking disappear. It is no longer legal to park on the roads in Auke Bay. Dehart's marina is gone. The only public parking for miles in any direction is Statter harbor. Private parking is minimal. Should we come to town for errands and return to Statter from shopping to find no parking available we would be faced with a real conundrum. We really have no other place to legally park.

There are other families on Shelter in similar situations and as growth occurs we will need some long-term accommodations either through harbors or some other CBJ project. I understand this committee is meeting today to discuss Statter parking fees and management. I urge you to consider our needs in planning for the new expansion project currently under way and the construction period. Perhaps an annual or seasonal permit with a designated area for permit holders. Currently there are only a few seasonal or year round island residents. (We are distinct from those who have residences in town and cabins on Shelter and who come out on weekends and time off.) None of us in the island resident category are using our parking space in conjunction with commercial purposes. We do not require parking for boat trailers. We are strictly living on Shelter and need parking on the road system accessible to the waters for personal use.

In the past there has been ample parking through the winter months it is in the busy summer season that the harbor parking lots fill up. We don't need parking near the floats or ramps some corner would be fine.

Thank you for your consideration in this matter.

Sincerely,

Rick and Karen Bierman  
Lot 1 Block 8  
Shelter Island Subdivision  
907-723-2920

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Juneau, Alaska