



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

Thursday, January 19<sup>th</sup>, 2017  
CBJ Assembly Chambers

Following the Finance Committee meeting at 5:00 PM

- I. Call to Order** (CBJ Assembly Chambers- immediately following Finance Committee)
- II. Roll Call** (Tom Donek, Weston Eiler, David Seng, David Summers, and John Bush)
- III. Approval of Agenda**
- IV. Approval of November 10<sup>th</sup>, 2016 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. Unfinished Business**
  1. Loading Permit Fees ([05 CBJAC 15.080](#))

Committee Questions

Public Discussion

Committee Discussion/Action

**MOTION: TO BE DEVELOPED AT THE MEETING**
- VII. New Business** - None
- VIII. Next Docks Fee Review Meeting** - To be determined
- IX. Adjournment**



## **DOCKS & HARBORS BOARD DOCKS FEE REVIEW COMMITTEE MEETING MINUTES**

Thursday, November 10th, 2016  
CBJ Room 224

**I. Call to Order** Mr. Bush called the Docks Fee Review Committee meeting to order at 5:01pm in CBJ room 224.

**II. Roll Call** The following members were present: Tom Donek, Weston Eiler (via telephone at 5:16), David Seng, and John Bush.

Also present: Carl Uchtyl – Port Director; and Dave Borg – Harbormaster

Absent: David Summers

**III. Approval of Agenda**

Mr. Uchtyl wanted to add an Up to Date Plan for the Comprehensive Fee review under Unfinished Business.

**MOTION By MR. DONEK: TO APPROVE THE AGENDA AS AMENDED AND ASKED UNANIMOUS CONSENT.**

Motion passed with no objection.

**IV. Approval of October 10th, 2016 Docks Fee Review Committee Minutes.**

**The October 10th, 2016 minutes were approved as amended.**

Motion passed with no objection.

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

**VI. Unfinished Business**

**1. Up to Date Comprehensive Fee Review Plan**

Mr. Uchtyl said Docks & Harbors fees have been brought forward to the Committees to discuss in numeric order of regulation. At last night's OPS/Planning meeting, the Committee acted on the Loading Zone Permit fees, but during the fee review through this Committee, the Limited Loading Zone fees were overlooked. There has probably only been one issued in the last five years. The Committee can leave it as is, have the Regular Board discuss it next week, or delete it. Mr. Uchtyl said the Docks Fee Review has only one more fee to review and will be complete.

Committee Questions –

Mr. Bush asked if the Limited Loading Zone could have a loop hole that could cause stress to the other loading zone permits?

Mr. Uchtyl said it is possible.

Mr. Donek said because the other loading zone fees were increased by a CPI adjustment, for consistency, this fee should also be increased by CPI. This is such an unused fee, he



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suggested to take it directly to the Board after this meeting. He recommended to raise the daily fee to \$20 and \$400 per year.

Mr. Uchtyl asked if the Committee wanted to remove the annual amount and just leave the \$20 per day. The other thing to think about is the seat fee in the regular A and B zone loading zone permit fees. This fee does not include the seat fee.

Mr. Donek asked why there is an annual fee with the limited loading zone fee?

Mr. Borg said he believes this fee was for delivery vehicles that used the B-zone for off loading, however, this has not been used for that type vehicle anymore.

Mr. Bush asked if there was a definition for the Limited Loading Zone Permit?

Mr. Donek recommended to bring the A and B Loading Zone and the Limited Loading Zone fees back to this Committee for further discussion and decide on a motion to move forward to the OPS/Planning Committee.

Public Discussion – None

**No Motion, this will be brought back to this Committee at the next meeting along with the Regular Loading Zone fees.**

### **VII. New Business**

#### **1. Vessel Lightering Fee (05 CBJAC 15.060)**

Mr. Uchtyl said this is a \$600 fee that is assessed to vessels at anchor that use Docks & Harbors lightering dock. On page nine in the packet is the amount of revenue collected for this service. There were 25 lightering days last year but we are anticipating only 11 lightering days next season. There are personnel costs associated with lightering. It is required to have a Harbor Tech or Harbor Officer at the site the entire time of lightering operations. Mr. Uchtyl said this is not a big money maker, but the existing \$600 per lightering operation meets the personnel expense.

Committee Questions-

Mr. Donek asked about the maintenance expense for this float?

Mr. Uchtyl said every year staff will secure the through bolts and make sure the cleats are tight. Last year Docks & Harbors purchased a new tide gauge sign. Maintenance has been minimal at the current lightering float. At the new lightering float, we are also collecting revenue for moorage so that will need to be figured into the equation and if all the fees collected are meeting the maintenance needs for our new lightering float. Currently the new float has little maintenance needs, but five to ten years out that could change.



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Mr. Bush asked if a CPI adjustment should be added to this fee?

Mr. Uchytel said in coming years, with more ships coming to Juneau, there might be a need to reestablish the Marine Park Lightering float.

Mr. Eiler asked how far out do we know if a ship is going to lighter or go to a dock location?

Mr. Uchytel said it is typically two years out and Drew Green from Cruise Line Agencies makes all the decisions on assignments of berths and anchoring based on operations.

### Public Discussion-

#### Drew Green, Juneau, AK

He said he is the Port Manager for Cruise Line Agencies, and this fee only pertains to the Cruise Ships. The \$600 fee is not outrageous and it does cost Docks and Harbors staff and maintenance. Sometimes there are two staff members on the lightering dock when other vessels are operating at the same lightering dock. This is to keep the operations separated, and is more involved than a ship coming to dock. There is also the Port Maintenance Fee that is \$.055 per net ton that a ship at anchor pays. Depending on the size of the ship, the revenue generated is from \$2,000 to \$4,400. As Industry sees it, they are paying \$8.00 per head plus the \$5.00 State Excise Tax, the \$600 for lightering operations, and the Port Maintenance Fee. He said he thinks Juneau is the most expensive lightering port in the world. He understands that Docks & Harbors doesn't get the \$13 per head unless there is a request put in for those funds, however, those funds just built the new lightering float below the Port Field Office. He said he doesn't see a need for the \$600 fee to go up. Mr. Green said the definition for this fee doesn't match the actual operation, it just refers to vessel and not cruise ship lightering. The regulation for this fee needs to include the Port Field Office float which is the float designed to use for lightering in the future. The IVF should be removed in regulation because it is not intended for lightering anymore. Under (b), there is no 100 gross ton vessels doing lightering. The support vessels from the 100 gross ton vessels are the vessels doing the lightering. The Passenger for hire also needs to be reworded. Under (c), this fee is for a ship that is at anchor and shifts to a dock. We don't pay the \$600 lightering fee if a ship shifts to a berth because they then pay the \$3.00 per foot dock fee. This doesn't happen very much, but it does happen on occasion. Something to consider with the growing small cruise ship operations, there is not sufficient room for them downtown. In the past when a small ship anchored, all the people, luggage, garbage, and supplies were taken off the ship from anchor, and it was awful. There is no more weekend docking times available. This problem will be coming within a few years.

Mr. Seng clarified that the vessels that are lightering are being charged correctly, but just the wording needs to be fixed.

Mr. Green said that is correct.



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Mr. Eiler asked if Mr. Green can show Juneau being the most expensive lightering port with comparable ports.

Mr. Green said he can work on comparables with other ports.

### **Committee Discussion/Action-**

Mr. Donek recommended to have Mr. Uchtyl clean up the language in the regulation for this fee and bring back to the Committee.

Mr. Bush recommended to change the 100 ton and 100 passengers in section (b). It should include smaller ships to be charged for lightering as the industry changes.

Mr. Uchtyl said he would work with Mr. Green to clean up the language and bring it back to this Committee.

Mr. Donek said the regulation needs to include lightering operations for the smaller cruise ships also.

**No Motion, this will be forwarded to the OPS/Planning Committee meeting.**

### **VIII. Future Business**

#### **1. Waste Water Off Load Fee (no regulation currently exists)**

Mr. Uchtyl said on page 12 in the packet is the contract that exists with CBJ and the Franklin Dock. This is going to be a complicated fee and a lot of moving parts. The waste water in discussion is only for the gray water from the galley and laundry. The next step is to sit down with CBJ waste water department, Kirby Day, and Drew Green and come up with a Juneau Port plan on how to manage discharge. All four docks need to work on a protocol for what ships get to discharge. The fee ranges from \$1,000 to \$17,000 depending on how much Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) there is in the water. The other cost associated is hooking up the hose for discharge include Admiralty Environmental for the testing, and Carson Dorn who oversees the testing, handling, and valuation of the BOD and TSS. There are three fees associated with the discharge, testing, environmental engineering oversight, and the fee to CBJ Waste Water to receive the waste water. Docks & Harbors does not have a fee for this currently. Mr. Uchtyl said he is not sure if this fee should go in regulation or be a permit. He will continue to work on the waste water discharge and bring it back when he has more information.

Mr. Donek asked what a ship does with the black water?

Mr. Green said they store it and discharge elsewhere. CBJ is not able to handle the black water because it is too rich. The ships are only allowed to discharge treated gray water.



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Mr. Uchytel asked Mr. Green how many ports in Alaska take the gray water?  
Mr. Green said Ketchikan will in an emergency situation, but only Juneau under normal situations.

Mr. Bush clarified that Mr. Uchytel will continue to work on this and bring back to the Committee for review.

### 2. Water Fee Small Cruise Ships (no regulation currently exists)

Mr. Uchytel said this is due to more and more smaller cruise ships coming to the IVF and at this time, those ships are not charged for water because the IVF is not equipped with the water meters per spicket.

Mr. Borg said this also includes the smaller vessels that go to the inside of the CT as well as the Port Field Office Float(new lightering float).

Mr. Donek asked how much is Docks & Harbors paying for water at these locations?

Mr. Borg said it does increase substantially in the summer, but he didn't bring exact numbers tonight.

Mr. Donek asked if this was worth charging for.

Mr. Uchytel suggested to have a set fee to charge for the smaller cruise ships for water. Another fee that should be discussed is the trash.

Mr. Borg said the IVF dumpster has been increased to a 20 yard, and we are also working with Taku Smokeries to have a dumpster for cardboard recycling on their property.

Mr. Bush recommended to look into the garbage fee and treat all the smaller cruise ships in the same way. He made a suggestion to give a discount on garbage expense if the ship recycles most of their garbage.

### Public Comment-

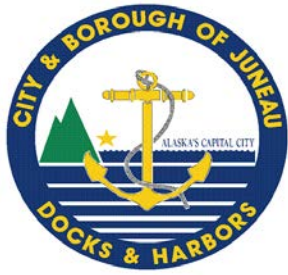
#### Dennis Watson, Juneau, AK

He said currently there are large yachts at Auke Bay that are larger than the Sea Lion that are hooked up to the water the whole time they are docked which is all free. The water is not expensive, but if this is going to be used more, the water rate should be reviewed.

Mr. Bush suggested to add the word "commercial" to water usage.

Mr. Uchytel asked if the Committee wanted to add another water fee for mid-range vessels, meaning there are recreational vessels, mid-range vessels, and cruise ships. There is already a fee established for cruise ships. The mid-range vessels can't be metered and would need to be a set fee.

### 3. Port Dues (85.02.105) – No discussion at this time.



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- IX. Next Docks Fee Review Meeting-** Proposed meeting January 19<sup>th</sup>, 2017
- X. Adjournment -** The Docks Fee Review Committee Meeting adjourned at 6:05 pm

## 05 CBJAC 15.080 - Loading permit fees.

- (a) *Definition.* The charge assessed for obtaining a loading permit as set out in CBJ Administrative Code Title 05, Chapter 10.
- (b) *Basis for charge.* Permits are issued to qualifying entities pursuant to the regulations set out in CBJ Administrative Code Title 05, Chapter 10. Three classes of permits are issued, "A" permits, "B" permits, and limited loading permits. The "A" and/or "B" permits have two fee components. The first component is assessed to each company obtaining one or more "A" and/or "B" permits. The second component is assessed to each company based on the total number of passenger seats, excluding the vehicle drivers, that are permitted. All fees are assessed on a per calendar year basis.
- (c) *Loading permit fees assessment:*

Permit Type	Fee
"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.

(Eff. 5-1-2005)



## DOCKS & HARBORS BOARD DOCKS FEE REVIEW COMMITTEE MEETING MINUTES

Thursday, October 20th, 2016  
CBJ Assembly Chambers

- I. ~~Call to Order~~** Mr. Eiler called the ~~Docks Fee Review Committee meeting to order at 6:03pm in the CBJ Assembly Chambers.~~
- II. ~~Roll Call~~** The following members were present: Tom Donek, David Seng, and Weston Eiler.  
  
Also present: Carl Uchytel—Port Director; and Dave Borg—Harbormaster
- III. ~~Approval of Agenda~~**  
**MOTION By MR. SENG: TO APPROVE THE AGENDA AS PRESENTED AND ASKED UNANIMOUS CONSENT.**  
  
Motion passed with no objection.
- IV. ~~Approval of March 24th, 2016 Docks Fee Review Committee Minutes.~~**  
**Hearing no objection, the March 24<sup>th</sup>, 2016 minutes were approved as amended.**
- V. ~~Public Participation on Non-Agenda Items~~—None**
- VI. Unfinished Business**  
1. Loading permit fees (05 CBJAC 15.080)  
Mr. Uchytel said last spring we had a discussion on the Loading Zone Permit fees but the OPS/Planning committee was unable to agree on a fair and reasonable rate. These fees are for the A & B loading zones downtown. The A zone is for coaches that hold greater than 18 people, and the B zone is for vehicles that hold 18 or fewer. The fee is \$300 per company plus \$7.00 per seat for all vehicles that enter the lot. The question is if the \$300 company fee is fair and reasonable, or just have a seat fee high enough to cover our expenses? For a small operator it would make sense to just want a seat fee, but the larger operators like it how it is. Over the summer, the Harbormasters crew kept a very detailed account of how much time was spent in the parking lots. On page seven in your packet shows the staff break down for Harbor Officer, Harbor Technician, administration time, and also the cost for loading zone decals. The expenses generated were about \$81,000 in direct cost. This doesn't address the infrastructure costs, or the costs associated with landscaping. The monies collected have been predictable since 2012 with this last year being \$74,000. The reason for bringing this forward now is because last year when discussing different fee structure possibilities, the changes need to be out by January so the industry can adjust their rates because it affects their budget for the year. Mr. Uchytel said Mr. Quayle is going to petition the class C (Pedi-cabs) should have a smaller company fee or seat fee because they can't transport very many people at one time. He is also petitioning JPD to reduce the \$1500 fee they charge per



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company to operate. Mr. Uchytel said he did speak with Bill Hagevig with Holland of America Princess coaches. He was unable to attend tonight, but he has asked for Docks & Harbors to consider installing charging stations for electric busses. This could be another aspect to this fee structure.

Committee Questions - None

Public Discussion –

### Dennis Harris, Juneau, AK

He said he owns 12<sup>th</sup> Street Tours and he didn't spend as much time in the B-Zone this year, because he is no longer operating a taxi service but just the tours. He said although the time is documented by staff, there was still very poor response time anytime he called the Port Field Office to have the delivery vehicles parked in the B-Zone at the Red Dog cited. He said as far as he knows, none of the companies received a ticket. This parking violation is still happening every summer and it needs to stop. He suggests Mr. Uchytel talk to City Streets to make the loading zone on the other side of the Red Dog on Franklin Street, which is currently not a loading zone until 10:00 am, a loading zone all day to eliminate this problem. He said he intends to bring this before the Assembly, JPD, and the Streets Department. It is important to have a place for the trucks to unload, but this is not working. He knows when he calls the Port staff they are busy because it is during the unloading of the ships passengers and realizes this makes it hard to get a staff person to the Red Dog location to cite them for this parking issue. He has called both JPD and Docks & Harbors about this parking violation and it has been ineffective. He said, looking at the records of discussion on this topic last year, Mr. Zaruba had the proper motion. He said small companies like his, which is two vehicles with a total of 28 seats are severely discriminated against in comparison to large companies with big busses. The large bus companies are using most of the staff time directing traffic, take most of the space, and are paying per passenger a lot less than the smaller companies. For the smaller company, the per seat cost is a lot higher because of the \$300 company fee. Mr. Harris suggested to raise the company fee for the people who have the A-zone permits. The larger companies require much more administration time, directing traffic, and dealing with the congestion they cause rather than the B-zone permit holders that have vehicles with 15 or fewer passengers and don't require a CDL. He said currently the big bus companies are getting a break and the small companies are not. Per passenger, the revenues are much lower for the smaller companies, there is a tight cash flow all year, and it is a struggle to come up with start up fees at the beginning of the year. He said he is paying more than his fair share and the big companies are not. He said he is in favor of all CBJ agencies installing charging stations now to encourage electrical vehicle use for larger vehicles as well as smaller vehicles.

### William Quayle, Juneau, AK



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He said the Pedicabs (class C vehicle) don't operate out of the loading zone parking lot, but on the seawalk. He suggested to decrease the company fees for the Class C vehicle to less than \$250. He said he only has one pedicab with three seats. He said a pedicab has a very small imprint.

### Committee Discussion/Action –

Mr. Donek said he has done a lot of work on this. One option was to go with a straight seat fee, or the other option is to do an inflation adjustment for the loading zone fees. He suggested to raise the company fee to \$400.00 and the seat fee to \$9.00. Another idea would be to have three different rates and asked Mr. Uchtyl if this would be a problem administratively?

Mr. Uchtyl said it would not be difficult. Most of the staff time is spent on policing the B-zone permit holders rather than the A-zone permit holders.

Mr. Donek said this fee is a one time seat fee for the entire year. There is a million people that sit in those seats and he does not see this as a major expense.

**MOTION By MR. DONEK: TO KEEP THE CURRENT FEE STRUCTURE WITH A CPI INCREASE TO \$400.00 PER COMPANY FEE AND \$9.00 PER SEAT FEE AND ASK UNANIMOUS CONSENT.**

**Motion passed with no objection.**

**Mr. Eiler said this will move forward to the OPS/Planning meeting.**

## **VII. New Business**

### ~~1. Potable Water Fee (05 CBJAC 15.050)~~

~~Mr. Uchtyl said this fee is what is charged to the cruise ships for water. In the past there has been times when there was not enough water to sell to the cruise ships. Last year with the Salmon Creek filtration plant and the additional wells at Basin Road, there was more water to sell. This fee was last updated in 2012 with the previous fee being about \$2.50 per 1,000 gallons. To determine the existing fee of \$4.67 per 1,000 gallons, staff looked at CBJ's rate of what Docks & Harbors is charged and added a 50% increase. Since 2012, the Water Department has been increasing water and sewer rates. This is a good time to look at this fee and determine if this fee is fair and reasonable.~~

~~Mr. Borg said Docks & Harbors maintains the water delivery systems on the dock. The bid to winterize the water system on the new dock is \$14,000 this year. There is a lot of money spent to deliver the water to the ships. There is a new type of meter on the new CT dock with a high and a low reading and does a good job of keeping track of the water usage. Each day there is a beginning water reading and an ending water reading that is provided to the Port Office to bill out to the cruise ships. Docks & Harbors infrastructure has advanced beyond our basic capabilities of the Utilities Department maintaining this~~

**CBJ DOCKS & HARBORS BOARD**  
**OPERATIONS/PLANNING COMMITTEE MEETING MINUTES**  
**For Wednesday, November 9<sup>th</sup>, 2016**

~~Mr. Olson stated he also wants to build a float house. There are a lot of moldy and unsafe vessels. He applauds the harbor for taking on the task to take this on and thank you to the board for volunteering to serve the harbor.~~

**~~VII. Unfinished Business – None~~**

**VIII. New Business**

1. Loading permit fees (05 CBJAC 15.080)

Presentation by the Port Director

Mr. Uchytel stated the proposal for the loading zone fees would be the company fee from \$300 to \$400 and the per seat fee from \$7 to \$9. I want to allow John McConnochie to talk before he has to leave.

Committee Questions - None

Public Comment

Mr. John McConnochie – Cycle Alaska, Juneau, AK

Mr. McConnochie said he is not opposed to the fees increasing. Why are you going over costs with these fee increases.

Mr. Uchytel answered we are trying the best we can to attribute our expenses to the costs but it does not include every expenses. There are other fees like landscape, water, trash removal, and hours. This past summer we did our best to account for patrol hours but there are other fees. There is a lot of overhead that goes on for running and managing a loading zone and parking lot.

Committee Discussion/Action

Mr. Janes stated he is a user of the loading zone and in our fee structure review we tried to manage our increases fairly. This is a big jump compared to other fee increases the board has done.

Mr. Uchytel answered that this is a delayed increase since they have not gone up in 12 years.

Mr. Donek said this was brutal one to go through. It was hard to figure out the accurate amount we are spending to operate the loading zones. We needed to make a decision and we chose to run it by the CPI like other fees.

Mr. Lowell asked if the new fee \$400 is a CPI calculation.

Mr. Uchytel answered yes.

Mr. Donek said the \$9.00 fee is per seat on a bus not per person using the seat. So one problem we have is these fees are diluted by volume and the smaller companies do have to pay more.

**CBJ DOCKS & HARBORS BOARD**  
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**For Wednesday, November 9<sup>th</sup>, 2016**

Mr. Janes said he needs to rescind himself since he is user and operator. The increase is 30% and we have not done that for other fees. This is an easy target. It's our issue that this has not been raised in such a long time but this is a hit of several thousand dollars for operators. We need to give them time to budget. Maybe we could split the increase over two years.

Mr. Donek asked are we too close to the seasons to change rates.

Mr. Janes said yes that operators have already set prices for 2017. We've already turned in our prices to the cruise lines. In an ideal year this would be better for 2018 or split it over 2 years. It would be great to know fee increases by August prior to the year they go up.

Mr. Uchytel said we do not typically know the CPI adjustment increases until February of the year we are increasing.

Mr. Donek stated we could do an increase in 2018 to \$350 and \$8 then 2019 to \$400 and \$9 then automatic CPI increases every 5 years starting in 2024 after that to break it up.

Mr. Bush stated he agrees that the prices are set so we should phase it in. He likes the every 5 year increase but let's start in 2025 for every five years.

Mr. Lowell asked about our operating expenses not including everything.

Mr. Uchytel answered that it's hard to allocate every little expense like trash, line painting, gravel removal, staff hours, and power washing. We do have other sources of income that goes in the pot to cover all expenses. The vendors are getting brand new lots for their private use to move over 700,000 people for under \$100,000. That's a really good deal for them.

**MOTION: BY MR. JOHN BUSH TO KEEP THE CURRENT FEE STRUCTURE WITH A CPI INCREASE TO \$350.00 PER COMPANY FEE AND \$8.00 PER SEAT FEE IN 2018 THEN INCREASE TO \$400.00 PER COMPANY FEE AND \$9.00 PER SEAT FEE IN 2019 THEN IN 2025 START THE CPI ADJUSTMENT EVERY 5 YEARS AND ASKED UNANIMOUS CONSENT.**

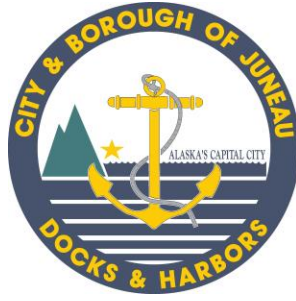
Motion passed with no objections.

~~2. Potable Water Fee (05 CBJAC 15.050)~~

~~Presentation by the Port Director~~

~~Mr. Uchytel stated he added to the packet information that shows the existing water rates and previous amounts. In 2012 we increased the fee to \$4.67 from \$3.35 per 1000 gallons. It is a commercial rate and we include a markup for expenses. In 2012 we did a similar 48% mark up like we did in 2005. We have metered commercial rates based on volume and we want to apply 150% mark up from a motion from the committee in a previous meeting. Based on previous four years where we did not markup we can catch and from \$4.67 to go to \$4.70 in 2017 and then in 2018 to \$5.00.~~

~~Committee Questions~~



## **Comprehensive Review of CBJ Docks & Harbors Fees Action Plan**

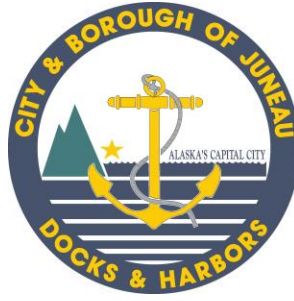
Objective: To undertake a deliberate examination of all fees and regulations concerning the management of activities affecting the rate structure of the Harbor Enterprise and the Docks Enterprise operations.

Background: Docks & Harbors has responsibility under Title 85.02.100 (Schedule of fees and charges): “(a) The board shall, by regulations adopted pursuant to CBJ 01.60, impose a schedule of fees and charges for the use of ports and harbors, and facilities designated by the assembly by resolution.”

Timeline & Goal: To complete reviews and necessary regulations changes to affect the FY2016 rates. It is not a stated goal to raise rates throughout the enterprises; rather, it is the Board’s desire to ensure fair and reasonable rates are assessed to all user groups.

Organizational Make-up: Special sub-committee(s) of Docks & Harbors Board members will be convened to facilitate the review and provide a transparent public process. Docks & Harbors staff will provide the necessary expertise and coordination to meet the Board’s objective.

Process: The Port Director will deliver to the Board Chair a grouping of like fees and management activities for consideration in a logical manner. Board Chair will provide direction to the Port Director regarding outside resources and scope of work necessary to complete the review in a timely fashion. The Port Director will develop a checklist and calendar schedule to assist in the coordination of the process.



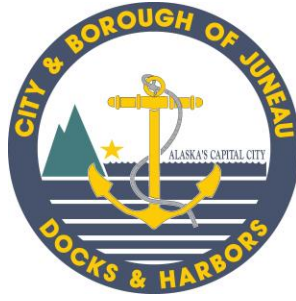
## Sequencing of Review

### Docks Enterprise

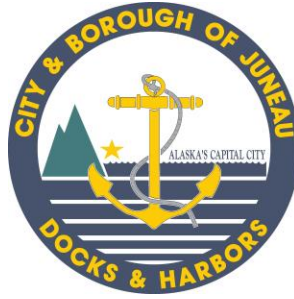
- Upland Support of Docks Enterprise
  - Waterfront Sales Permit Regulations ([05 CBJAC 10.040](#))
    - 5/2000
    - Minimum bid = \$5000
  - Tour Broker & Vending Permit ([05 CBJAC 15.070](#))
    - 12/2004
  - Loading Permit Fees ([05 CBJAC 15.080](#))
    - 12/2004

"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 \(Item 420\)](#)



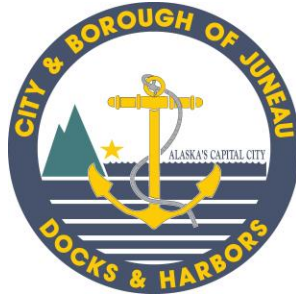
- Port Dues ([85.02.105](#))
  - 3/2005
  - Every vessel carrying passengers for compensation and utilizing the port facilities, and not otherwise exempted, shall be assessed and pay port dues for each port visit. The port dues shall be in addition to other port facility fees and charges.
  - [Base rate 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



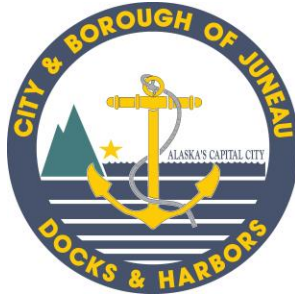
- The charge assessed to vessels for dropping-off or picking-up passengers at the Marine Park Lightering Float or the Intermediate Vessel Float.
- Each 24-hour period or portion thereof \$600.00.

### Harbor Enterprise

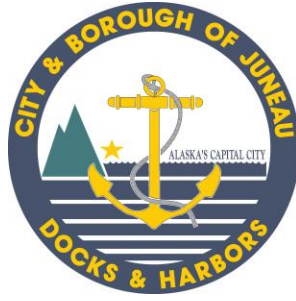
- Passenger-for-hire Fees ([05 CBJAC 20.080](#))
  - The fee assessed to a person conducting passenger-for-hire activities at Douglas Boat Harbor, Harris Harbor, Harris Harbor Launch Ramp, Aurora Boat Harbor, Statter Boat Harbor, or Statter Boat Harbor Launch Ramp.
    - Inspected vessel fees
      - 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.
  - 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



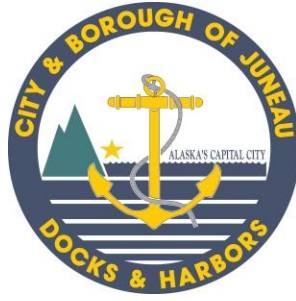
- Freight use of Launch Ramp facilities ([05 CBJAC 45.035](#))
  - 3/2007
  - Freight use fee. In addition to other fees set out in ([05 CBJAC 20](#)), a person using a launch ramp for freight use must pay the fees set out in this subsection. Freight use means the use of a launch ramp for any purpose 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](#))



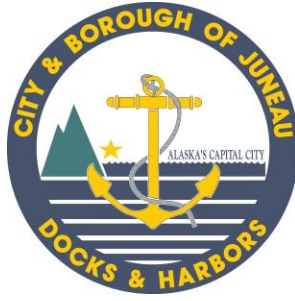
- 7/2007; 4/2005
- Auke Bay monthly Moorage Fees (05 CBJAC 20.041)
  - 7/2007
- Monthly Pre-paid Discounts (05 CBJAC 20.042)
  - 7/2007
  - An owner that pays 12 months of monthly moorage in advance will receive a five percent discount off 12-month moorage fee.
- Active Fishing Vessel Discount at Statter 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

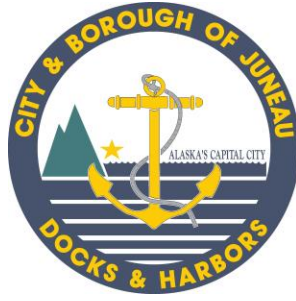
Summer monthly shorepower access fees. Fees to access shorepower on a monthly basis during the months of May, June, July, August, and September are as follows:

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\(2\)](#))
    - #