



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

March 8<sup>th</sup>, 2017 at 12:00pm  
City Hall Conference Room 224

- I. Call to Order** (12:00 pm in City Hall Conference Room 224)
- II. Roll Call** (Tom Donek, Bob Janes, David Lowell, Robert Mosher, and Budd Simpson)
- III. Approval of Agenda**
- IV. Approval of February 15<sup>th</sup>, 2017 Harbor Fee Review Committee Meeting Minutes**
- V. Public Participation on Non-Agenda Items** (not to exceed five minutes per person, or twenty minutes total time)
- VI. Unfinished Business**
  1. Monthly shorepower access fees ([05 CBJAC 30.010](#))

Committee Questions

Public Discussion

Committee Discussion/Action

**MOTION: TO BE DEVELOPED AT THE MEETING**
- VII. New Business**
  1. Daily commercial launch ramp permit

Committee Questions

Public Discussion

Committee Discussion/Action

**MOTION: TO BE DEVELOPED AT THE MEETING**
- VIII. Future Business- None**
- IX. Next Harbor Fee Review Meeting** – To be determined
- X. Adjournment**

**CBJ Docks and Harbors Board**  
**Harbor Fee Review Committee Meeting Minutes**  
**For Wednesday February 15th, 2017**

- I. Call To Order – Budd Simpson called the meeting to order at 12:04 p.m. in CBJ Room 224.
- II. Roll Call – The following members were present: Tom Donek, Bob Janes, and Budd Simpson.
- Absent: David Lowell and Robert Mosher
- Also present were the following: Carl Uchtyl – Port Director, Dave Borg – Harbormaster, and Doug Unruh – Operations Maintenance Supervisor.
- III. Approval of Agenda.
- MOTION By MR.JANES: TO APPROVE THE AGENDA AS PRESENTED AND ASK FOR UNANIMOUS CONSENT.***
- Motion Passed With No Objection*
- IV. Approval of January 25th, 2017 Harbor Fee Review Committee minutes. Hearing no objection, the January 25th, 2017 Harbor Fee Review minutes were approved as presented.
- V. Public Participation on Non-Agenda Items – None
- VI. Unfinished Business - None
- VII. New Business –

1. Shorepower access Fee (05 CBJAC 30.010)

Mr. Borg said he talked to Bill Shattenberg with Anchor Electric to help with computing Docks & Harbors electrical costs. Mr. Shattenberg provided a daily pedestal power usage chart calculating the different volts and amps at a 80% usage per day, which is a realistic max usage per day, included in the packet. Mr. Borg explained how the amounts were calculated in the chart and how much Docks & Harbors is charged and the difference with what we charge to our patrons.

Mr. Uchtyl said this chart only calculated the dailies and the Committee still need to discuss monthly rates.

Mr. Borg said the majority of the patrons that want electricity on a monthly bases are told they need to get power in their own name and are metered. In Aurora Harbor there are some patrons on a flat rate because there are still the old digital meters that are no longer read by AEL&P. He said the old meters in Douglas Harbor have all been replaced at a significant expense.

Mr. Unruh said Statler Harbor has a lot of patrons using the flat rate fee.

**Committee Questions**

Mr. Donek asked how many of the old meters will go away with Phase II construction in Aurora Harbor?

Mr. Borg said none. The old meters are on the main float beyond H float and some on H float.

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Mr. Unruh said the only area metered at Statter Harbor is the new section. Everyone else is on the flat fee.

Mr. Uchytel pointed out that the average boat user is not going to use electricity at max capacity.

Mr. Simpson said he agrees with a boat owner not using max capacity in the summer, but in the winter people are going to use as much electricity as they can get away with to keep their boat as warm as they can.

Mr. Janes asked if there was a process to evaluate Harbors monthly bill for each Harbor to determine if we are taking in enough revenue to cover the expense? The problem with using an averaged fee is you end up giving to some and taking from others. We need to be able to show to the public our monthly expense and our monthly revenue to support any increase.

Mr. Borg said he is unsure if there is a way to determine what each slip that is not metered costs Docks & Harbors. The chart that Mr. Shattenberg provided is the science behind the electricity. The best estimate from Industry standard is 80% to get the max usage per day. He said in the wintertime people are using as much power as they can.

Mr. Simpson said he agrees that when a patron is on a flat fee, they will use as much as they can.

Mr. Borg said he even has boats plugged into other boats. There is a lot of variables to the electricity usage.

Mr. Uchytel said we want patrons to have their own account with AEL&P and be metered. He asked Mr. Borg how many patrons pay the flat fee?

Mr. Borg said approximately 12 to 15 in Aurora Harbor that are not metered and all of Statter Harbor not on A or B floats.

Mr. Uchytel said approximately 100 vessels.

Mr. Simpson said the electricity flat fee is a service for transients.

**Public Discussion**

Paul Swanson, Juneau, AK

He asked why AEL&P doesn't charge the patrons the flat fee if they are on a monthly or yearly schedule?

Mr. Simpson said that was discussed several years ago along with who's responsibility it was to pay for and install meters. It seems unfair Docks & Harbors owns and installs the meters and yet we are not allowed to sell the power. AEL&P is governed in such a way that it precludes them from being able to charge the flat fee.

**Committee Discussion/Action**

Mr. Janes suggested to increase the current rates by 5% and every year re-evaluate and continue to increase over the years to bring the revenue closer to the expense.

Mr. Simpson said he didn't agree with 5% with the numbers on the chart showing the expense and revenue is out of line.

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Mr. Janes said having a small increase over a couple of years will get us to the real cost rather than doing it all at once.

Mr. Uchytel said this fee has not changed in 10 years. The push back will be if a patron wants to be metered and is unable to because of Docks & Harbors equipment.

Mr. Borg said there are no left over meters from the construction projects that are good enough to repurpose and use in areas in the Harbor not metered. It cost approximately \$38,000 in Douglas Harbor for the new meters. Is it worth that amount of money to provide meters or just leave the rates where they are? When we do finally move ahead with the other rebuild phases in Aurora Harbor, the construction will include the new power pedestals.

Mr. Janes asked how it is determined someone is using power or not at Statter Harbor?

Mr. Unruh said a Harbor Officer will look when they do the dock check to see if someone is plugged in.

Mr. Janes suggested to charge the max usage for the amp usage on the chart.

Mr. Simpson suggested to round the numbers to the nearest dollar.

**MOTION By MR. JANES: TO USE 80% MAX USAGE IN CALCULATION FOR DAILY POWER USE AND ROUND PRICE PER DAY COLUMN UP TO THE NEAREST FULL DOLLAR ON ALL IN THE CHART AND ASK UNANIMOUS CONSENT.**

|                 | Volts | amps | KW per hour | KW per day | Cost per KW from AELP | % of realistic max usage, per day | Price per day | Rounded rate | current  |
|-----------------|-------|------|-------------|------------|-----------------------|-----------------------------------|---------------|--------------|----------|
| 3 phase 100 AMP | 208   | 100  | 36.0256     | 864.6144   | 0.124                 | 0.8                               | \$85.77       | \$86.00      | \$48.00  |
| 3 phase 60 AMP  | 208   | 60   | 21.61536    | 518.7686   | 0.124                 | 0.8                               | \$51.46       | \$52.00      |          |
| 3 phase 100 AMP | 480   | 100  | 83.136      | 1995.264   | 0.124                 | 0.8                               | \$197.93      | \$198.00     | \$120.00 |
| 1 phase 30 AMP  | 120   | 30   | 3.6         | 86.4       | 0.124                 | 0.8                               | \$8.57        | \$9.00       | \$7.20   |
| 1 phase 50 AMP  | 208   | 50   | 10.4        | 249.6      | 0.124                 | 0.8                               | \$24.76       | \$25.00      | \$24.00  |
| 1 phase 20 AMP  | 120   | 20   | 2.4         | 57.6       | 0.124                 | 0.8                               | \$5.71        | \$6.00       | \$4.80   |

Mr. Simpson recommended to add the chart in the motion.

Mr. Donek recommended adding another column showing the rounded up prices.

**Motion passed with no objection.**

Mr. Simpson asked the Committee what they wanted to do about the monthly electricity rates?

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Mr. Janes suggested to have more information before the Committee decides on the monthly rate.

Mr. Borg said he could look at random vessels to see what the usage is and try to determine what we pay.

Mr. Uchytel said we may be able to estimate what the cost is. He said when his boat was in the Harbor and not able to be metered he paid the flat fee of \$54.00 per month, but when he moved to another stall and was able to be metered, he only pays \$20.00 to AEL&P.

Mr. Donek said he will look at his current AEL&P bills to see what he is charged.

Mr. Borg said he will try to give the science behind the cost.

Mr. Janes asked if there was a portable meter that could be plugged in to find the usage on random vessels.

Mr. Unruh suggested the meter would probably be expensive for the amount of use.

Mr. Donek thought it wouldn't be accurate because patrons would turn off everything.

Mr. Janes asked Mr. Borg and Mr. Unruh to look over the monthly rates and come back with their analysis and recommendation for rates.

Mr. Unruh suggested to look what Docks & Harbors rates have increased in the last 10 years and raise the monthly rates by that percentage.

Mr. Donek agreed with that methodology.

Mr. Borg suggested to find out the kilowatt hour from the last time this fee was adjusted and compare it to what the kilowatt hour is currently and adjust based on that difference.

Mr. Donek pointed out that with the monthly rate there is one transaction administratively, but the daily rate is several transactions.

Mr. Uchytel also pointed out the wording in regulation *"a person may use a 50 amp service and be assessed a 30 amp fee provided the service is current limited to 30 amps"*.

Mr. Unruh said he has ran into this before, but he does charge them the 50 amp fee if they are plugged into 50 amp power.

Mr. Borg recommended to strike this from the regulation.

Mr. Uchytel recommended to bring the monthly electricity usage rate back next month and have staff recommend a rate. He also suggested add the electricity connection requirements by OSHA to regulation along with striking the 30 amp fee when plugged into 50 amp power.

Mr. Simpson said he didn't think the monthly rates were too far out of line from his own experience. He said the monthly rate should come back to this Committee, but the operational parts of the regulation should go to the next OPS/Planning Committee.

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2. Lease application fees; terms; payment (53.20.030(21))

Mr. Uchytel said the lease application fee is in title 53 and Docks & Harbors does not have complete ownership of this regulation. In following this regulation there is only a \$10.00 application fee. There is also another section in title 53.09.260 that says there is a \$500.00 lease application fee which is used exclusively by Lands & Resources. There is also a section, *Deposits for costs*, that talks about determining an estimated cost required to process the lease application. To get a lease through all the channels there is a lot of staff time, Board time, Law time, and CBJ Risk. He asked the Committee if they wanted to have a more precise process and give them an estimate for all the efforts it takes for a lease application? There could be a potential for a lot of little leases following the urban plan.

**Committee Questions**

Mr. Simpson asked if removing the \$10.00 fee from the regulation would mess anything else up?

Mr. Uchytel said no. There is just a process to have that removed.

Ms. Larson said the State charges a \$100.00 non-refundable lease application fee.

Mr. Simpson said we don't get very many and this is not a big revenue generator fee.

Mr. Janes suggested to change the dollar amount to \$100 non-refundable fee for administrative time.

Mr. Donek said his problem with the \$10.00 fee is that it costs more than \$10.00 to process a \$10.00 check.

Mr. Janes said a \$100.00 non-refundable fee is reasonable and it tells Docks & Harbors the person requesting the lease is serious.

**Public Discussion-** None

**Committee Discussion/Action**

**MOTION By MR. JANES: TO REMOVE THE \$10.00 APPLICATION FEE AND REPLACE IT WITH A \$100.00 APPLICATION FEE AND ASK UNANIMOUS CONSENT.**

**Motion passed with no objection.**

Mr. Donek asked if the "*Deposit for Cost*" part of the regulation needed to be changed?

Mr. Uchytel said he will get with Law and Lands Committee to look at Title 53 and clean it up.

Mr. Janes suggested staff look at Docks & Harbors annual leases and revisit the lease if there is no development like proposed for the lease. There could be other people with a substantial plan that would benefit Juneau.

3. Daily commercial launch ramp permit – **bring back to the next meeting.**

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VIII. Future Business – None

IX. Next Harbor Fee Review Meetings –

Mr. Simpson said the next meeting will be March 8th, 2017 at Noon.

X. Adjournment – The meeting adjourned at 1:23 pm

05 CBJAC 30.010 - Shorepower access fees.

- (a) *Definition.* The charge assessed to the owner of a vessel for plugging into a shorepower connection that is under the administration of the Docks and Harbors Department. Sections (b), (e), (f), and (g) do not apply to shorepower connections that are under the administration of a private electrical utility.
- (b) *Basis for computing charges.* The Docks and Harbors Department assesses shorepower access fees based upon the type of connection accessed, the length of time a person accesses the connection, the season of the year, and whether a person uses a boat as a residence. Fees are assessed for five types of connections: 20 amp, 30 amp, 50 amp, 100 amp/208 volt, and 100 amp/480 volt. With approval of the Docks and Harbors Department, a person may use a 50 amp service and be assessed a 30 amp fee provided the service is current limited to 30 amps. The Docks and Harbors Department assesses fees on either a daily or monthly period. The Docks and Harbors Department assesses a daily fee for each calendar day, or portion thereof, that a person plugs into a shorepower connection. As an alternate to being assessed the daily fee, a person may elect to pay a monthly fee, good for a calendar month, or portion thereof. To qualify for the monthly fee, a person must pay the applicable fee in advance of the calendar month or arrange for automated monthly billings with the Docks and Harbors Department, if available.
- (c) *Duty to notify.* Prior to accessing any shorepower connection under the administration of the Docks and Harbors Department, a person must notify and obtain approval of the Docks and Harbors Department. The purpose of this requirement is to prevent the theft of electricity and to assure a safe connection.
- (d) *Connection requirement.* A person accessing a shorepower connection must use a cord comprised of UL listed components that is wired in accordance with the standards established by the American Boat and Yacht Council. Pre-manufactured cords, such as those made by Marincos and Hubbell, are compliant with this section. Homemade cords must be approved for use by the Docks and Harbors Department. The Docks and Harbors Department maintains a list of local cord suppliers who can provide cords and components that comply with this section. The Docks and Harbors Department reserves the right to disconnect a cord that does not comply with this section.
- (e) *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 |



- (f) *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             |

- (g) *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             |

- (h) *Emergency daily and monthly shorepower access fees.* During such times when the Alaska Electric Light and Power Company applies an emergency cost of power adjustment (ECOPA) due to a primary hydroelectric facility being offline, an access fee surcharge will be assessed in addition to the daily and monthly shorepower access fees set out in 05 CBJAC 30.030(e), (f) and (g). The surcharge will be based on the actual cost of the ECOPA as assessed by Alaska Electric Light and Power Company to the Docks and Harbors Department for shorepower service provided under the daily and monthly access fee. The Port Director shall strive to equitably distribute the actual costs of the ECOPA across all of the persons accessing shorepower during the time the ECOPA is applied and shall report the methodology used to assess the surcharge to the Docks and Harbors Board and the public as soon as practicable. The Port Director is authorized to retroactively assess the surcharge in order to apply the actual costs of the ECOPA.

(Amended 4-25-2005, eff. 5-3-2005; Amended 5-1-2008, eff. 5-2-2008; Amended 1-21-2009, eff. 1-22-2009; Amended 9-21-2009, eff. 9-30-2009; Amended 9-20-2010, eff. 9-28-2010)

05 CBJAC 20.060 - Recreational boat launch fees.

- (a) *Launch ramp permit required.* A boat trailer owner or vehicle owner (when launching vessels without a trailer) will obtain any and all necessary launch ramp permits 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 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 and does not require a launch ramp permit.
- (b) *Assessment of launch ramp permit fees.* Launch ramp permit fees will be assessed as provided in section (h) of this regulation.
- (c) *Payment of launch ramp permit fees.* An owner may pay the annual launch ramp permit fee at any time during the calendar year. The owner must pay the daily launch ramp fees in advance of use.
- (d) *Application requirements for all launch ramp permits.* An applicant can only purchase a launch ramp permit for trailer(s) or vehicle(s) the applicant owns. Each application for an annual launch ramp permit or supplemental launch ramp permit as provided in these regulations, must affirm the owner's home address by providing a valid driver's license and showing the address on the valid driver's license matches the address indicated on the trailer registration or vehicle registration. Trailers or vehicles with jointly registered owners require the same verification of driver's license address and vehicle or trailer registration address.
- (e) *Permit decal.* Each trailer plate number or vehicle plate number shall be displayed with an indelible marker on the permit decal.
- (f) *Additional launch ramp permits for owners of multiple trailers.*
  - (1) An applicant for a single annual launch ramp permit may obtain up to two supplemental annual launch ramp permits. Administrative fees apply to any and all requested supplemental launch ramp permits.
  - (2) If an applicant seeks to register a fourth trailer, the applicant must purchase an annual launch ramp permit. In purchasing this fourth annual launch ramp permit, the applicant may obtain up to two supplemental annual launch ramp permits. Administrative fees apply to any and all of these requested supplemental launch ramp permits.
  - (3) If an applicant needs additional launch ramp permits beyond the number outlined in (f)(1) and (f)(2) of this section, the applicant must purchase an annual launch ramp permit(s) for each additional trailer.
  - (4) Trailers titled by a business, corporation, partnership, or other legally binding relationship are not entitled to multiple trailer permits under this section.
- (g) *Launch ramp permits for vehicular use of launch ramps by non-trailer vessels.*
  - (1) Vessels (including, but not limited to, kayaks, skiffs, canoes, rowboats, paddleboards, sailboats, inflatables and water toys) launched at facilities as outlined in section (a) of this regulation, to include the adjacent parking lots, are required to purchase a launch ramp permit.
  - (2) The launch ramp permit shall be conspicuously adhered to the vehicle in use at the facility.
  - (3) Individual vehicle owners will be provided the opportunity to obtain multiple additional launch ramp permits as provided in section (f) of this regulation. Administrative fees apply for all additional launch ramp permits.
  - (4) There are no additional fees for vehicles using the facilities noted in section (a) of this regulation which are not engaged in launching or recovering vessels.
- (h) *Recreational launch ramp permit fees.* Recreational launch ramp permit fees, including administrative fees, will be assessed as follows:
  - Annual (January 1—December 31): \$90.00
  - Daily: \$15.00
  - Administrative fee for additional permit(s) or lost decal(s): \$5.00 each

( [Amended 7-15-2013, eff. 7-23-2013](#); [Amended 11-10-2015, eff. 11-17-2015](#) )

05 CBJAC 20.070 - Fees for commercial use of boat launches.

- (a) *Definition.* 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 Amalga Harbor Boat Launch, Auke Bay Loading Facility, and the Echo Cove Boat Launch for any type of commercial use.
- (b) *Annual fee.* A commercial user of the launch ramps must pay an annual fee prior to using a launch ramp as follows:  
Annual fee (January 1—December 31): \$250.00 per trailer
- (c) *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. The commercial use fee will be as follows:  
Commercial Use Fee:  
    \$60.00 for the first hour; and  
    \$30.00 for each additional hour
- (d) *Freight staging fee.* A person staging freight shall pay a fee of \$25.00 per 24-hour period per 1,000 square feet of staging area space or portion thereof used, except when the staging operation is less than four hours in duration.
- (e) *Special fee for launch ramp tour activities.* Persons using the launch ramps for tour activities are subject to additional fees established through the permit program established in 05 CBJAC 01.

(Amended 4-11-2005, eff. 4-19-2005; Amended 1-9-2006, eff. 1-17-2006; Amended 3-5-2007, eff. 3-13-2007; Amended 12-14-2009, eff. 12-22-2009; [Amended 7-15-2013, eff. 7-23-2013](#); [Amended 8-10-2015, eff. 8-18-2015](#); [Amended 11-10-2015, eff. 11-17-2015](#).)



## Port of Juneau

**From:** David Borg  
**To:** Harbor Fee Review Committee Meeting  
**Via:** Carl Uchytel  
**Date:** February 10, 2017  
**Re:** Daily Commercial Launch Ramp Permit

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For vessel owners to access the ABLF launch ramp and work zone area you must obtain an annual Commercial Launch Ramp permit. The cost of an annual commercial launch ramp permit is prohibitive for most users on a one-time basis. Staff is proposing to add a daily commercial launch ramp fee for customers who want to pull their boat at the ABLF for work and put it back in the same day. This type of permit would benefit customers that only need to use that facility a few times in the summer.

### ***05 CBJAC 20.070 - Fees for commercial use of boat launches.***

*(a) Definition. 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 Amalga Harbor Boat Launch, Auke Bay Loading Facility, and the Echo Cove Boat Launch for any type of commercial use.*

*(b) Annual fee. A commercial user of the launch ramps must pay an annual fee prior to using a launch ramp as follows:*

*Annual fee (January 1—December 31): \$250.00 per trailer*

### **Recommendation:**

Staff recommends an ABLF Daily Commercial Launch Ramp fee of \$30.00.