

CBJ Docks and Harbors Board
Harbor Fee Review Committee Meeting Minutes
For Wednesday, April 15th, 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, and Budd Simpson.

Absent: David Logan and Scott Spickler

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

III. Approval of Agenda.

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

Mr. Uchtyl said under Future Business, Boat Launch Fees are crossed out because he thought the Committee Chair wanted to discuss Small Boat Harbor Fees next.

Mr. Simpson said he was thinking it would be Boat Launch Fees next, but they are both going to be addressed.

Motion Passed With No Objection

IV. Approval of March 31st, 2015 Harbor Fee Review Committee minutes. Hearing no objection, the March 31st, 2015th Harbor Fee Review minutes were approved as presented.

V. Public Participation on Non-Agenda Items – None

VI. New Business

1. Staff Labor Fees (05 CBJAC 20.140)

o 4/2005

- o 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.

Mr. Uchtyl said the staff fee is typically used for moving boats and has been in place since 2005.

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Mr. Borg said this fee is used when boats are taking on water and staff needs to pump it out, and when a patron calls and asks staff to help them with other issues.

Mr. Uchytel said the staff labor fee is applied when using the hydraulic boat lift. Currently, a Harbor Tech is paid approximately \$18.00 per hour, with the overhead it is \$33.00 per hour. He asked if this fee should be adjusted? He asked if the \$5.00 per vessel length fee should be adjusted? This fee is currently used when using the boat lift because staff had no other rates in place.

Committee Questions

Mr. Peterson commented when he has work done at his house, he will receive a bill for labor with different rates depending on who is doing the work, example; journeyman or apprentice.

Mr. Uchytel said CBJ Building Maintenance Department staff labor rates are at \$82.50 per hour which Docks & Harbors is charged when they come do work for us on our buildings.

Mr. Simpson asked how often the \$5.00 per foot boat moving fee is charged? He suggested the boat moving should be in the man-power fee.

Mr. Borg said staff uses the Harbor boat a lot to impound vessels and tow them to Trucano's yard. This fee is then added to the impound fees.

Mr. Donek asked if the \$60.00 rate was being charged at the same time.

Mr. Borg said yes.

Mr. Donek clarified, if a staff member is towing a boat, the staff rate is \$60.00 per hour and then an additional \$5.00 per vessel foot.

Mr. Borg said that is correct.

Mr. Simpson suggested having an hourly fee for boat use rather than a per foot fee for the boat being towed.

Mr. Borg agreed to have an hourly fee for the boat.

Mr. Peterson asked if these fees are applied to a customer?

Mr. Borg said yes.

Mr. Janes asked what the conditions for service from staff is for vessels?

Mr. Borg said he does not have licensed people and staff is not for hire. The services are just for Harbor management.

Mr. Janes said \$60.00 per hour is under priced.

Mr. Peterson asked what the actual expense is for the \$60.00 fee.

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Mr. Uchtyl said a Harbor Tech with benefits is paid approximately \$33.00 per hour.

Mr. Clauder said only Harbor Officers are on call and they are paid at a higher rate.

Mr. Peterson said covering expense on billable hours is a reasonable thing to ask.

Mr. Borg said his concern is with the liveboards or vessels that are in poor shape that don't have money to pay the \$60.00 per hour rate. If the rates are raised, people may just not call because they don't have the money and then there will be a problem. He would rather have the rate of \$60.00 and patrons call when they need help. He does not want to price the Harbors out of response because in reality, the staff's main job is protecting our facilities.

Mr. Peterson asked Mr. Borg if it needed to be spelled out when time and a half would apply or left to the discretion of the Harbormaster?

Mr. Borg said if it is written he could still use discretion. He has used discretion in the past to make things work for people.

Public Discussion - None

Committee Discussion/Action

Mr. Donek recommended a boat use per hour fee instead of the per vessel length fee when using the Harbor boat.

Mr. Simpson asked what Harbor boats are used?

Mr. Borg said Docks & Harbors has four boats they use to tow ranging in size from 18' to 32'.

Mr. Simpson asked if \$100.00 per hour for boat use would be adequate?

Mr. Borg suggested \$120.00 is reasonable because of fuel and maintenance.

Mr. Janes said at the current rate of \$5.00 per foot, an average size vessel of 30' would cost approximately \$150.00. He suggested a rate of \$125.00 per hour.

Mr. Simpson suggested to also have an hour minimum with ½ hour increments after the first hour for this boat fee.

Mr. Simpson said looking at the staff hourly rates, he recommends raising that fee to \$70.00 per hour, and \$100.00 per hour for the overtime off hours.

Mr. Donek agreed to raise the rates because the \$60.00 rate has been in place for 10 years. He is hesitant to keep things too complicated. There should just be one hourly fee and he is not in favor of applying an overtime rate. The overhead for the \$60.00 is not just the person doing the labor, but the administrative time also. He said he is not sure if it should be \$70.00 or \$80.00 per hour.

Mr. Simpson said he would suggest \$75.00.

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Mr. Peterson said he would agree with \$75.00 per hour, and would like a time and a half rate. After 10 years with no increase, a \$75.00 rate is reasonable.

Mr. Janes said the time and a half rate may deter someone from calling at midnight when they know they have a problem to waiting until morning. This would be a disservice to everyone including our Harbor.

Mr. Simpson said someone that won't call because of the time and a half rate isn't going to call at the \$75.00 rate either. He said the time and a half makes sense for the unusual circumstances when someone needs to be called out in the middle of the night.

Mr. Donek said he doesn't think the fee will deter someone from calling. He is concerned with how staff starts charging overtime. He suggested to have 6 am to 6pm be charged at regular time and 6pm to 6am be charged at overtime.

Mr. Uchytel asked Mr. Clauder and Mr. Unruh how often they are called out after hours?

Mr. Clauder said most of the calls are during the normal work day. After hour emergencies are more in the winter months.

Mr. Donek asked if adding a time and a half rate was necessary?

Mr. Borg said it is very few times staff has had to respond after hours.

Mr. Donek said he would like to keep this simple.

Mr. Simpson suggested staff labor rate be \$75.00 per hour.

Mr. Clauder commented only Harbor Officers respond to after hour emergencies.

Mr. Simpson suggested to remove the \$5.00 per vessel length for towing, and replace that fee with boat use at \$125.00 per hour with a one hour minimum and ½ hour increments after the first hour.

Mr. Peterson also liked it added that the Harbormaster may use his discretion with these fees.

Mr. Simpson said the Harbormaster using his discretion would be his assumption and understanding.

Mr. Peterson asked what other wear and tear is there when towing a vessel?

Mr. Clauder said maybe a buoy bag.

Mr. Unruh said sometimes the unexpected happens, but they don't happen often.

MOTION By MR. DONEK: TO RAISE THE HOURLY STAFF RATE TO \$75.00 PER HOUR WITH A ONE HOUR MINIMUM AND DELETE THE \$5.00 PER FOOT RATE AND SUBSTITUE WITH \$125.00 PER HOUR BOAT USE RATE WITH A ONE HOUR MINIMUM AND INCREMENTS OF ½ HOUR AFTER THE FIRST HOUR AND ASK FOR UNANIMOUS CONSENT.

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Motion passed with no objection.

Mr. Simpson asked if this should be sent to the Operations/Planning Committee and the Finance Committee and then a recommendation to the Regular Board.

Mr. Uchytel recommended to put this on the Consent Agenda for the Operations/Planning and Finance Committee's agendas.

Mr. Peterson asked if all the different size vessels used for towing would have the same boat use fee?

Mr. Simpson said he is thinking these rates would apply to the larger vessels used for towing.

VII. Future Business

1. ~~Boat Launch Fees~~ Small Boat Harbor Fees.

Mr. Uchytel handed out the action plan for the order of the fees to be discussed at the Committee's. He said the Committee just finished the Staff Labor Fees and the next in line was the Boat Launch Fees. It is up to the Committee whether you want to discuss Boat Launch Fees or Small Boat Harbor Fees next.

Mr. Simpson said he suggested to discuss the Small Boat Harbor Fees and he didn't intend to jump ahead of the order. He doesn't object to keeping it in the order in the action plan and discuss Boat Launch Fees next and then Small Boat Harbor Fees after that. On the next agenda both of these fees can be on New Business in that order.

Mr. Donek suggested that the Boat Launch Fees should be quick and to address that next.

Mr. Uchytel said the largest turn out he has had at a meeting was when there was talk about adjusting the Boat Launch Fees.

Mr. Simpson said people would be more likely to show up at the Regular Board meeting.

Mr. Uchytel said he indicated in the Tide Line that moorage fees would be looked at next.

Mr. Simpson still suggested to list both items, Boat Launch Fees and Small Boat Harbor Fees under New Business on the next agenda.

Mr. Uchytel handed out a moorage rate sheet for other southeast communities. He wanted to point out when looking at the rates, all the Harbors are not equal.

Mr. Simpson suggested the Committee study this for the next meeting. He would like to see something like this rate comparison for the Boat Launch Fees also.

Mr. Uchytel suggested to set the next meeting date.

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Mr. Simpson set the next meeting on Wednesday May 6th at Noon.

Mr. Janes asked the status of Juneau Marine Services after the fire?

Mr. Uchytel said he will meet with Mr. Duvernay next week.

VIII. Adjournment - The meeting adjourned at 12:59 pm