

**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.

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

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.

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

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?

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

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.

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

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.**

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

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