

# DOCKS AND HARBORS SPECIAL BOARD - PUBLIC HEARING MINUTES



October 31, 2024, at 5:00 PM

Port Director's Conference Room/Zoom Webinar

<https://juneau.zoom.us/j/82179643133> or (253)215-8782 Webinar ID: 821 7964 3133 Passcode: 478577

- A. **CALL TO ORDER** By Mr. Etheridge at 5:00pm in the Port Director's Conference Room and on Zoom.
- B. **ROLL CALL:** James Becker, Tyler Emerson, Debbie Hart, Matthew Leither, Nick Orr, Shem Sooter, and Don Etheridge.

**Absent:** Clayton Hamilton and Annette Smith

**Also in attendance:** Carl Uchtyl – Port Director, Greg Smith- Assembly Liaison and Melody Musick— Administrative Officer.

- C. **PORT DIRECTOR REQUESTS FOR AGENDA CHANGES-** none.

**Motion by Mr. Sooter to accept the agenda as presented.**

Motion passed unanimously.

- D. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS-** none.

- E. **UNFINISHED BUSINESS - PUBLIC HEARING**

1. Regulation Change - 05 CBJAC 10.040 (Tour Sales Permit)

Presentation by Port Director: Mr. Uchtyl said that these regulation changes have been in the process for several months. The first regulation proposed change pertains to the minimum bid for the waterfront vendor tour sales permit. 20 years ago, the minimum bid was \$5,000, ten years ago it was changed to \$30,000. The price of the permit was not adjusted when the Board adjusted rates last year. The proposed change would increase the minimum bid amount to \$35,000. This proposed regulation changes as well as the others have gone through the public notice period. If this change were to be approved the Board could anticipate an increase in revenue to \$45,000 based on nine vendor booths. The fiscal note is included in the packet to show the cost of making the change and projected increase in revenue.

Board Questions- none.

Public Comment- none.

Board Discussion/Action

**MOTION BY MR. SOOTER TO RECOMMEND THE ASSEMBLY APPROVE REGULATION CHANGE TO 05 CBJAC 10.040 INCREASING OF THE MINIMUM BID FOR TOUR SALES PERMIT TO \$35,000.**

Motion passed unanimously.

2. Regulation Change - 05 CBJAC 20.010 (Small Boat Harbor Fee Policy)

Presentation by Port Director: Mr. Uchtyl said that this proposed regulation change would require patrons to settle collections account to receive moorage at the small boat harbors. Additionally, it would require patrons who have been sent to collections or impounded in the previous 24 months to pre-pay for moorage. These policy changes would provide uniformity of service and relieve administrative burdens. There is no fiscal note associated with this proposed change.

Board Questions

Mr. Becker asked if patrons who have financial issues would have to clear up all of their debt or would the Harbors accept incremental payments?

Mr. Uchytel said that the Harbors would work with patrons on a case-by-case basis. The policy is to avoid extending credit to patrons would historically have not paid for services over an extended period of time.

Public Comment- none.

Board Discussion/Action

MOTION BY MR. SOOTER TO RECOMMEND THE ASSEMBLY APPROVE REGULATION CHANGE TO 05 CBJAC 20.010 REQUIRING PATRONS WITH ACCOUNTS IN COLLECTION TO SETTLE PREVIOUS ACCOUNTS PRIOR TO MOORING AT A CBJ HARBOR FACILITY.

Motion passed unanimously.

3. Regulation Change - 05 CBJAC 35.060 (Fees)

Presentation by Port Director: Mr. Uchytel said that the next proposed regulation change is to change the vessel salvage and disposal fee which is a fee that is applied to vessels with assigned moorage without insurance. The fee is currently \$0.31 per foot per month. Over the past couple of years there has been an increase of vessels sinking in the harbors due to inattention and weather. This proposed change would increase the fee and extend the fee to all uninsured vessels except for those paying daily moorage. The new fee would be called the Uninsured Vessel Surcharge. The new rate would be \$1.50 per foot per month. The fee would be reviewed by the Board on an annual basis to either decrease or increase the amount based on the actual encumbrances from the calendar year. The public notification process has been completed for the proposed change and there has been no public comment.

Board Questions- none.

Public Comment- none.

Board Discussion/Action

MOTION BY MR. SOOTER TO AMEND THE LANGUAGE IN SECTION IV TO INCLUDE THE PHASE PER FOOT AFTER \$3.00, AND BEFORE PER MONTH IN SECTION IV, SUBSECTION A 05 CBJAC 35.060

Amendment passed unanimously.

MOTION BY MR. SOOTER TO RECOMMEND THE ASSEMBLY APPROVE REGULATION CHANGE TO 05 CBJAC 35.060 REQUIRING VESSELS WITHOUT INSURANCE TO PAY AN UNINSURED VESSEL SURCHARGE OF \$1.50/FOOT PER MONTH AS AMENDED.

Motion passed unanimously.

4. Regulation Change - 05 CBJAC 40.010 (General Moorage Management Policy)

Presentation by Port Director: Mr. Uchytel said that this proposed change would change the name of the Vessel Salvage and Disposal Fee to the Uninsured Vessel Surcharge in regulation. The Uninsured Vessel Surcharge is in two locations within regulation. This proposed change would apply to all uninsured vessels who are not paying daily moorage, \$1.50 per foot per month. The Board has the ability to adjust on an annual basis no less than \$1.00 per foot per month and no more than \$3.00 per foot per month.

Board Questions- none.

Public Comment- none.

Board Discussion/Action

MOTION BY MR. SOOTER TO AMMEND THE LANGUAGE IN SECTION V TO INCLUDE THE PHARE "PER FOOT" AFTER \$3.00 AND BEFORE PER MONTH IN FOUR SUBSECTION A 05 CBJAC 40.010 GENERAL MOORAGE MAINTENANCE POLICY.

Amendment passed unanimously.

MOTION: TO RECOMMEND THE ASSEMBLY APPROVE REGULATION CHANGE TO 05 CBJAC 40.010 REPLACING THE "VESSEL SALVAGE AND DISPOSAL FEE" WITH "UNINSURED VESSEL SURCHARGE FEE" AS AMMENDED.

Motion passed unanimously.

5. Regulation Change - 05 CBJAC 45.050 (Auke Bay Loading Facility)  
Presentation by Port Director: Mr. Uchytel said that proposed regulation change would codify the management policy to encourage vessels to make reservations for the Auke Bay Loading Facility. Moorage with a reservation result in two hours of free moorage, moorage without a reservation result in a full day moorage charge. This proposed change has gone through the public notice process and has not received any public comment.

Board Questions- none.

Public Comment- none.

Board Discussion/Action

MOTION BY MR. SOOTER TO RECOMMEND THE ASSEMBLY APPROVE REGULATION CHANGE TO 05 CBJAC 45.050 REQUIRING USERS OF THE AUKE BAY LOADING FACILITY TO MAKE A RESERVATION FOR THE DRIVE-DOWN FLOAT PRIOR TO USE OR BE ASSESSED WITH A DAILY MOORAGE FEE.

Motion passed unanimously.

**F. BOARD ADMINISTRATIVE MATTERS**

6. Regular Docks & Harbors October Board Meeting will immediately follow.

**G. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 36 hours prior to any meeting so arrangements can be made for closed captioning or sign language interpreter services depending on the meeting format. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: city.clerk@juneau.gov.