

DOCKS AND HARBORS OPERATIONS MEETING AGENDA

March 20, 2024 at 5:00 PM

City Hall Conf. Room 224/Zoom Webinar

<https://juneau.zoom.us/j/83596651175> or 1-253-215-8782 Webinar ID: 835 9665 1175 Passcode: 116191

- A. **CALL TO ORDER: (5:00pm in CBJ Room 224 and via Zoom)**
- B. **ROLL CALL: (James Becker, Don Etheridge, Paul Grant, Debbie Hart, Matther Leither, Annette Smith, Shem Sooter, and Mark Ridgway)**
- C. **PORT DIRECTOR REQUESTS FOR AGENDA CHANGES**
MOTION: TO APPROVE THE AGENDA AS PRESENTED OR AMENDED
- D. **PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** (not to exceed five minutes per person, or twenty minutes total time)
- E. **APPROVAL OF MINUTES**
 - 1. February 21st, 2024 Operations Meeting Minutes
- F. **NEW BUSINESS**
 - 2. CIP Transfer (T-1074)
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO RECOMMEND THE ASSEMBLY TRANSFER AND CLOSE OUT \$15,536.85 FROM CIP H51-122 (DOCK SECURITY STATIONS) TO CIP H51-123 (WEATHER MONITORING & COMMUNICATIONS).

3. PIDP Grant - Aurora Harbor Driveway Float – Match Amount
Presentation by Port Director

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO COMMIT \$XXX OF HARBOR FUND BALANCE TO THE PIDP GRANT APPLICATION FOR LOCAL MATCH.

4. Auke Bay Loading Facility – Boatyard Trailer Procurement
Presentation

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TO DIRECT STAFF TO COMMENCE A PROCUREMENT PROCESS TO ACQUIRE BOATYARD TRAILER FOR USE AT AUKE BAY LOADING FACILITY WHICH WILL INCLUDE EXPENDITURES FROM FUND BALANCE.

G. ITEMS FOR INFORMATION/DISCUSSION

- 5. Budget Presentation to AFC
Presentation by Harbormaster

Committee Discussion/Public Comment
- 6. Vessel Disposal Surcharge (VDS)
Presentation by Harbormaster

Committee Questions

Public Comment

Committee Discussion/Action

MOTION: TBD
- 7. Statter Harbor Breakwater Condition & Future Plans
Presentation by Port Engineer & Port Director

Committee Discussion/Public Comment
- 8. Juneau Harbors Infrastructure Fair
Presentation by Port Director

Committee Discussion/Public Comment
- 9. Title 85 - Update
Presentation by Port Director

Committee Discussion/Public Comment

H. STAFF, COMMITTEE AND MEMBER REPORTS

I. COMMITTEE ADMINISTRATIVE MATTERS

Next Operations/Planning Committee Meeting - Wednesday, April 17th, 2024

J. 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.



DOCKS AND HARBORS OPERATIONS MEETING MINUTES

February 21, 2024 at 5:00 PM

City Hall Conf. Room 224/Zoom Webinar

- A. CALL TO ORDER:** Mr. Ridgway called the meeting to order at 5:00pm.
- B. ROLL CALL:** The following members attended in person or via zoom meeting - James Becker, Don Etheridge, Matthew Leither, Annette Smith, Shem Sooter, Mark Ridgway.
- Absent:** Paul Grant, Debbie Hart
- Also in Attendance:** Carl Uchytel – Port Director, Matthew Creswell – Harbormaster, Matthew Sill – Port Engineer, Emily Wright – CBJ Law Dept, and Leah Narum – Administrative Assistant.
- C. PORT DIRECTOR REQUESTS FOR AGENDA CHANGES** – No Changes
- MOTION BY MR. ETHERIDGE: TO APPROVE THE AGENDA AS PRESENTED AND ASK UNANIMOUS CONSENT.**
- Motion approved with no objection.
- D. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS** - None
- E. APPROVAL OF MINUTES**
1. January 17th, 2024 Minutes
- Hearing no objection the minutes were approved as presented.
- F. UNFINISHED BUSINESS**
2. Vessel Disposal Surcharge – Options
- Mr. Creswell presented the power point presentation on page 13 in the packet which was previously provided. He reviewed the bullet points and suggestions regarding Vessel Disposal Surcharge. He stressed that the current VDS charge is not equivalent to fees associated with disposing of a vessel. Mr. Creswell talked about the large weather event in January in which nine vessels sank and he discussed the costs associated with some of the salvage and disposal. The vessels remaining in the harbor are required to perform a sea-trial, haul out, or face impound in which Docks and Harbors would be responsible for the disposal. Mr. Creswell went over some options he and staff suggested, increase the VDS fee to reflect actual cost of disposal of a vessel, require all vessels to be insured or pay VDS, and insured vessels must list CBJ as additional insured. Wrangel is increasing their VDS to \$3.00 per foot for uninsured vessels. This would work out that a 30' boat would pay \$90 per month and for a boat with insurance costs about \$105 per month.

Committee Questions

Ms. Smith asked if there is any way for us to know if a patron cancels their insurance after showing us proof of insurance? Has that happened in the past? What is the history of why we charge VDS to stall holders and not transient or liveaboards?

Mr. Creswell does not know the history behind the why and seeks input from Mr. Uchytel and Mr. Etheridge.

Mr. Etheridge said that was one thing not thought of because we did not have very many liveaboards when creating the VDS regulation. Transient was just transient and not liveaboard.

Mr. Uchytel speculated that it would be to require transient users to have insurance due to the very

limited time most of those users are in the harbor.

Mr. Creswell said we would need to make some major changes to require every vessel to come to the office and show proof of insurance and manage that. It would be a big lift for the administrative staff.

Ms. Smith asked of the transient boaters, the ones that stay for about five days at a time, do they typically sink in our harbors?

Mr. Creswell said he does not know of any at this time. Regarding seaworthy, if a vessel is seaworthy, and can demonstrate seaworthy three times a year, they are generally not vessels that sink. The summertime transient fishing boats are seaworthy, constantly moving, and safe. Right now, for the requirement to demonstrate seaworthy, he completed Harris and Douglas harbors and is working on Aurora. After we have a better handle on this, it will go smoother, but it has been a project to get all the boats compliant. If a boat is being used and moved, those are not the boats that sink.

Mr. Ridgway asked what the requirements are for the boat owner if they fail a seaworthy test?

Mr. Creswell said if a vessel is unseaworthy, he issues the owner a 30-day letter. If the owner does not comply with that letter, he issues a 72-hour notice which gives them 72-hours to show seaworthy or remove the boat from the harbor. If they do not comply with the 72-hours, we send out a pre-impoundment letter which then gives them 10-days to comply or request a hearing and the hearing officer can offer an extension.

Mr. Ridgway said he would recommend amending title 85 to say, as soon as a vessel fails a safety check, it must be insured within a week. A VDS is a favor Docks & Harbors provides for patrons and he would remove the VDS and require insurance.

Mr. Creswell said after they fail their sea trial, we are moving to an impoundment. Once we impound the boat, that is our responsibility.

Mr. Leither asked if we could require the people who pay the 6 months or 1 year moorage pay the VDS?

Mr. Creswell said typically the people who pay 6 months or 1 year have the means to insure their vessel is safe.

Ms. Smith asked of the four vessels Mr. Creswell referenced, three were transient liveaboards, one was not, and all four were uninsured. Do these numbers carry over to the majority of our sinking vessels?

Mr. Creswell said comparing the previous sinking boats to the last storm sinking boats, one was a liveaboard and insured, and two were transient and uninsured.

Ms. Smith asked how many of the uninsured vessels that sink has the cost of recovery been paid for by their owners and no cost to us?

Mr. Creswell said he does not have exact numbers but there are very few.

Ms. Smith asked why would current liveaboard vessels in transient moorage be grandfathered and only lose their status if the vessel changed hands or the individual moved off their vessel? It seems that transient is not permanent. Is the only answer to raise the rates?

Mr. Creswell said staff always look for points of compromise and do no harm. The staff feels it is a manageable number that will only go down in time and this change may look too heavy handed to the liveaboard community.

Mr. Ridgway said the recommendation looks good. We just raised rates, but we are spending a lot of money on vessel disposal. The cost we recoup is not enough. He is in favor of a motion that would forward this recommendation to the full board for consideration and emphasize adjusting the rate upwards requiring uninsured vessels to pay the daily rate as well as all the options presented by Mr. Creswell.

Ms. Smith asked Mr. Etheridge, your uninsured vessel sank, how do you think we should handle this?

Mr. Etheridge said he agrees with raising the VDS fee, but putting everyone on a daily rate he disagrees with and that is way overboard. If this is approved, we will wind up with a lot of boats because people will just walk away from them. We are going to have a lot of uninsured boats in our harbors because the insurance companies are changing their policies. If you are late for an inspection, the insurance companies cancel your insurance. If someone has a boat over 20 years old, and you have not had insurance all that time, you are not going to be able to get insurance. The insurance companies are not insuring older boats.

Mr. Leither said he agrees with raising the VDS rate, his concern is having no liveaboards in Statter penalizes people that do not need to be penalized. He is a liveaboard in Statter because if he wants to go hunting, his boat only goes 5 knots and it will take less time to go hunting or fishing than being in one of the downtown harbors. He suggested, staff has billing information for all these boats, if you are there for three months, you either have insurance or pay the VDS rate. If the Board decides to have no more liveaboards in Statter as a policy, that should not be in this conversation.

Mr. Uchytel said Mr. Creswell was saying the liveaboard would be allowed in all the reserved spaces as well as the grandfathered vessel owners in transient now. He made it clear, we are not banning liveaboards from Statter Harbor.

Mr. Ridgway clarified, the liveaboard in Statter Harbor transient would be phased out first. He asked how many stalls are liveaboard in Statter?

Mr. Creswell said we have 70 assigned stalls in Statter Harbor that liveaboards could be in.

Mr. Ridgway asked if we phase out the transient liveaboards, do you control how many of the 70 stalls will be allowed to be liveaboards.

Mr. Creswell said there is nothing in regulation to only allow so many liveaboards. On the waitlist in Statter Harbor, there are 18/42' stalls and the remainder are 32' stalls. The wait for a 32' stall is 7 to 12 years and the 42' stalls we are looking at 10 to 15 years.

Ms. Smith recommended bringing to the full Board the first two recommendations.

1. Raise the VDS fee.
2. Require all uninsured vessels to pay the VDS fee even in transient if they are there for more than three months.

Mr. Creswell said for #2, he meant to say, all uninsured vessels wishing to pay the monthly, semi-annual or annual rate will be required to pay the VDS fee.

Mr. Ridgway said he agrees to move the first two forward with #2 amended by Mr. Creswell but not #3 putting a vessel on a daily rate if they are uninsured, not #4 limiting the liveaboard vessels in transient moorage for now, and not #5 adding a VDS fee to all vessels.

Public Comment – None

Committee Discussion/Action

MOTION BY MS. SMITH: FORWARD OPTION #1, AND OPTION #2 AMENDED BY MR. CRESWELL TO THE FULL BOARD AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

3. CY2023 Consumer Price Index (CPI) Adjustment

Mr. Uchtyl said on page 19 in the packet is a memo from him. In February 2023 the Board approved adding CPI adjustments to nearly all our Docks & Harbors fees and that was approved by the Assembly. The calendar year 2023 CPI adjustment for Urban Alaska is 1.5%. In the wording for the CPI adjustment, the Board has at their discretion the ability to take action to keep the fees the same as the prior year or increase the fee in an amount less than the CPI adjustment. If the Board does nothing, the fees will increase by the 1.5%. Our fees are adjusted at different times. Some fees are a calendar year, the tourism related fees are increased April 1st, and the remainder of the fees adjusted by CPI increase July 1st.

Committee Questions

Mr. Ridgway commented that we hired a consultant to provide a rate study and in that rate study it talked about what we need for a fund balance. We have raised our rates according to that study and it also recommends adjusting our fees annually with CPI. He asked Mr. Uchtyl, in looking at the fiscal stability of Docks & Harbors, is there a good reason to not allow this increase to automatically happen?

Mr. Uchtyl said no. In my memo I recommend moving forward with the 1.5% adjustment.

Ms. Smith said we did just add the additional security officer, so we do need to keep this increase.

Public Comment –

Mr. Kirby Day, Juneau, AK

Mr. Day said he does not have an objection and the cruise ship fees are on this docket as well. Because he has followed the Board fee increase process and the Board being very transparent, the cruise ship fees were built from the proposed fees. Going forward, he will be watching the CPI and forecasting their fees in the same manner.

Committee Discussion/Action - None

Motion: None

4. Memorandum of Understanding (MOA) with AELP to complete Dock Electrification Design Efforts

Mr. Uchtyl said the Board saw this in January. Ms. Emily Wright with CBJ law helped craft this. He said himself, Mr. Sill, and Ms. Wright have been meeting with AELP periodically to craft a way forward for the dock electrification for the two City owned docks. This is a pass through, but Docks & Harbors takes full ownership for the output and the eventual design that AELP will execute a contract with a competent Engineering firm in California to design all the transmission lines to a float to hook up the cruise ship dock. He said staff believe this is the best way to move forward. AELP is the key for this to be successful and lead the effort with the qualified engineering firm. AELP's only concern is that they do not want ownership with something they are not familiar with. At some point there will be a demarkation on who owns what and that is indicated in the MOA. The only change is that AELP would like to have some kind

of consideration for their administrative overhead and their efforts in the design efforts with their contractor. Mr. Uchytel feels that would be fair.

Mr. Sill pointed out that the majority of this project is in the domain of AELP. It would not make sense for us to be the lead because we are not utility Engineers. The vast majority of the infrastructure is within AELP and they should be running the design because they know their system.

Committee Questions

Ms. Smith asked what the California contractor is going to be doing.

Mr. Uchytel said the company is H3, the principle is a former Long Beach electrical engineer for the Port of Long Beach who oversaw the dock electrification project at that facility. He is retired and started his own company. He knows the system and what is out there. To have this independent company working for AELP is really beneficial to have that expertise.

Ms. Smith said her concern is that they are from California, and the contractors not from Alaska typically misjudge our weather, conditions, and tides. How will that be dealt with?

Mr. Uchytel said AELP is comfortable with this contractor doing the work. At this point, it is Docks & Harbors staff to help the contractor understand the construction challenges be it working on a hillside and large tidal swings. He said he is not concerned this company would be unable to do the work.

Mr. Sill said we will have a seat at the table with all discussions with this contractor. We will be reviewing the submittals and design concepts. He does not anticipate this contractor will go down the road with a bad idea because we will be there to point that out and head off problems. We have a good working relationship with AELP. The head of this company sat on the cruise ship standards board and helped write the standards for cruise ship electrification.

Mr. Etheridge asked what the timeline for this is?

Mr. Uchytel said once awarded, H3 will have the design done in a year?

Mr. Etheridge asked when this needs to be approved?

Mr. Uchytel said the MOA only needs Board approval. We are still working with AELP to have a final document.

Mr. Leither asked if someone knows the status of the appeal that someone submitted regarding whether pollution was adequately considered for the dock electrification?

Ms. Wright said we are waiting for a decision and expect something in the next 30 to 60 days.

Mr. Ridgway said the MOA does not have any mention of what this body's role is in the design process. His concern is when it gets to the support services, is AELP going to have an onsite inspector during construction?

Mr. Uchytel said the proposal that H3 gave to AELP, is design and construction administrative during construction.

Mr. Ridgway asked if there was somewhere in this MOA for us to potentially open doors to support the Huna Totem project and the other federal project on the waterfront?

Mr. Uchytel said that is communication he had with AELP. The project is to bring power to the two City owned docks, but it has to be done applying the future needs of the larger Juneau-area port.

Public Comment

Mr. Kirby Day, Juneau, AK 99801

Mr. Day said from his history with AELP over the last 23 years, they are the expertise and he believes this is the right thing to do.

Committee Discussion/Action

MOTION BY MR ETHERIDGE: TO FORWARD THIS MOTION TO THE FULL BOARD TO APPROVE THE PROPOSED MOA WITH AELP TO COMPLETE ENGINEERING DESIGN EFFORTS FOR DOCK ELECTRIFICATION AND ASK UNANIMOUS CONSENT.

Motion passed with no objection.

G. NEW BUSINESS – NONE

H. ITEMS FOR INFORMATION/DISCUSSION

5. Port Engineer Update

Mr. Sill reported –

- Security lighting in Douglas was completed last week - It turned out very nice and no complaints to date. (He showed pictures). The total project cost was almost \$72,000 with \$50,000 being the purchase of the light poles, Lumineers, and electrical installation. Docks & Harbors furnished the concrete bases which was a little over \$13,000, design was a little over \$7,000, and permitting was a little over \$1,000. This was all from our operational budget.
- Aurora Harbor Rebuild – Trucano Construction completed the float assembly and pile driving. We were able to let three of the five Protected Species Observers go. The last two are finishing up on the report due to NMFS. All the floats and pilings are in, the next work is all utility. Harri's Plumbing started last week laying in the fire and water pipes and pressure testing. Regarding electrical, the electricians are onsite, and they will spend a couple weeks pulling wires and then they will install light poles and power pedestals. This project is going smoothly and the construction component is complete.

Mr. Ridgway asked how many slips this will provide?

Mr. Sill said eight spaces on the fingers and then over 200' of side tie plus the loading zone. There will be more fingers and the T float added in phase IV.

- Harris Harbor Security Gate – Mantel was the winning manufacturer proposer, he showed pictures of the gate. There will be a security camera and controls added. It was delivered last week, Carver Construction will install it, and Chatham Electric will do the electrical portion of this project. The total cost for this project is over \$50,000. The structure was \$29,000.
- Grants -
 - EPA Clean Ports Grant - He hopes to have the CBJ grant writer put this together. He is still waiting to see the NOFO for this grant.

- PIDP grant - the last two times we submitted this was for the drive down float at Aurora Harbor and they liked it so we will submit it again and include comments.
- We are waiting to see if the Legislature will fund the DOT Harbor matching grant program. We have our \$5M project for this if it is funded.
- The next Harbors matching grant will be for an anode project at Statter Harbor.

Mr. Uchytel reported -

- Brian Hawkins, President of AAHPA who is here tonight, has been in Juneau lobbying for the harbor grant and raising the maximum harbor grant as well as other harbormaster's from around the state. He said the group met with the Deputy Commissioner from DOT, the Office of Management and Budget Director, Ms. Sanders, the President of the Senate, Gary Stevens, and we have widespread support for full funding of the Harbor matching grant program.
- Grants - In March, he would like to do a Juneau Harbor Infrastructure fair. Some of the feedback from the PIDP grant for the drive down float was asking what the outreach has been. We do ask for letters from the community, but he believes we need to demonstrate we are doing community outreach and have an event at the Yacht Club and go over all our infrastructure plans. The PIDP Grant is due at the end of April.

Mr. Etheridge said there is a lot of support for the grant, but there is no money.

6. Marine Passenger Fees (MFP) Update

Mr. Uchytel said there is a memo in the packet on page 40 with what Ms. Pierce put together for the Marine Passenger Fees. This is a list of all the projects submitted and the list of projects she is proposing funding. The list has gone to the Assembly Finance Committee and it is in the comment period. The Board and public could comment on this list. Sometime during the budget cycle, the Assembly will approve this. Mr. Uchytel read all the projects Docks & Harbors requested Marine Passenger funds for and went over other projects that are proposed for funding.

Committee Discussion - None

Public Comment - None

I. STAFF, COMMITTEE AND MEMBER REPORTS 6:21

Mr. Creswell reported –

- Vessels – There are about 18 vessels in some form of the impoundment process. There are two boats listed for outcry auction. There are three boats on the public surplus site. Last week he issued seven impound notices and this Friday those come due. Two of those seven have requested hearings. To save money for some of the boats that sank, we will dispose in-house. There are still some that will need to go to our term contractor Trucano to dispose of. Two of the boats that are due to impound on Friday are the Captain Cook and the Adventure Bound.
- We had our two new Harbor Security Officers start last Tuesday. They are Mr. Brian Haight and Mr. Jim Collins. The two are making it possible for around the clock security in our Harbors.
- The Port Deputy is currently being advertised and will provide additional help at the Port.
- There are three benefitted seasonal Harbor Officer positions also being advertised and will close March 4th.
- We have one benefitted seasonal Harbor Technician position that will close about the same time frame.
- We are recruiting three more administrative positions. One year around and two seasonals.
- We are also recruiting for the unbenefitted part-time limited positions.

- Two of our .67 FTE positions return March 4th. They will start the initial start up and get ready for the rest of the seasonal staff to return on April 1st.
- The University building trades class agreed to build a new structure at the top of H ramp in Aurora Harbor. There is a shelter there that we need to demolish and we will procure the material so they can build a new one. The University welding class, we placed an order for aluminum for the class to build new harbor flat carts.
- He received the position concepts for interns back from HR and he submitted the position descriptions for those interns to the University. He hopes to move on this in the next few weeks. We will most likely see our first interns in August.

Mr. Ridgway asked if we ever sold a boat and got it back.

Mr. Creswell said yes. We sell the vessels for what is owed including impound administrative fees and the average cost to purchase a vessel is about \$3,500. We do have a large vessel coming up to impound at the IVF that will be issued paperwork on March 1st. It is a much higher dollar value boat with a brand-new excavator on the back. They have not made a single payment since they arrived in October. They have asked for their balance, but their company is in disarray.

Ms. Smith asked how the additional people we needed to bring in to help with shoveling affected our budget.

Mr. Creswell said he has not updated the numbers for the current year. He did run a report for the calendar year 2022/2023, and he spent \$68,000 total. For this year, early last week when he pulled a report it was at \$102,000 and he believes after adding in the final snow removal we will be at around \$108,000. He hates to forecast, but if we get more snow, we could be around \$130,000.

- He wanted to let the Board know that he and Mr. Norbryhn are working on the request for handicapped moorage at Statter Harbor. They will follow up with the Board after they have that figured out.

Mr. Uchtyl reported -

- There was lobbying in Juneau this week statewide.
- He is going to DC this weekend for the ASCE lobbying in DC next week. He is working with our federal lobbyist to set up meetings with maybe the Coast Guard but for sure the delegation and the Army Corp of Engineers as well as MARAD. We are trying to figure out how to get a waiver with MARAD to allow us to use the proceeds from the sealift sale to purchase a Conolift.
- He said he will Zoom into the Board meeting on Thursday and Ms. Larson will be in person.
- On Monday, at the COW meeting, Title 85 will come up for discussion as well as an update on dock electrification.

Mr. Ridgway asked if this is the last version of Title 85?

Mr. Uchtyl said the City Manager has the last version this Board has seen. She knows the Board sees no value in this change and wants to know what the Assembly is trying to accomplish.

J. COMMITTEE ADMINISTRATIVE MATTERS

Next Operations Committee Meeting – Wednesday, March 20th, 2024

Ms. Smith said she will be in the middle east next month and not attending meetings.

K. ADJOURNMENT – The meeting adjourned at 6:53 pm.

Transfer T-1074
Manager's Report

A Transfer of \$15,537 from CIP H51-122 Dock Security Stations to CIP H51-123 Weather Monitoring and Communications.

This request would transfer \$15,537 from the Dock Security Stations CIP to the Weather Monitoring and Communications CIP. This project is ongoing, and provides real time current sensor/weather reporting and hosting to the Marine Exchange of Alaska's website. Funding is provided by a completed project that is ready to be closed.

The Docks and Harbors Board reviewed this request at the March 28, 2024 meeting.

The Manager recommends approval of this transfer.

Presented by: The Manager
Introduced: April 01, 2024
Drafted by: Finance

TRANSFER REQUEST FOR THE CITY AND BOROUGH OF JUNEAU,
ALASKA

SERIAL NUMBER T-1074

It is hereby ordered by the Assembly of the City and Borough of Juneau,
Alaska, that \$15,537 be transferred:

From: CIP

| | | |
|---------|------------------------|-------------|
| H51-122 | Dock Security Stations | \$ (15,537) |
|---------|------------------------|-------------|

To: CIP

| | | |
|---------|---------------------------------------|-----------|
| H51-123 | Weather Monitoring and Communications | \$ 15,537 |
|---------|---------------------------------------|-----------|

The \$15,537 consists of:

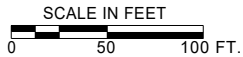
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| Marine Passenger Fees | \$ 15,537 |
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Moved and Approved this _____ day of _____, 2024.

Katie Koester, City Manager

Attest:

Elizabeth J. McEwen, Municipal Clerk



Concept No 1

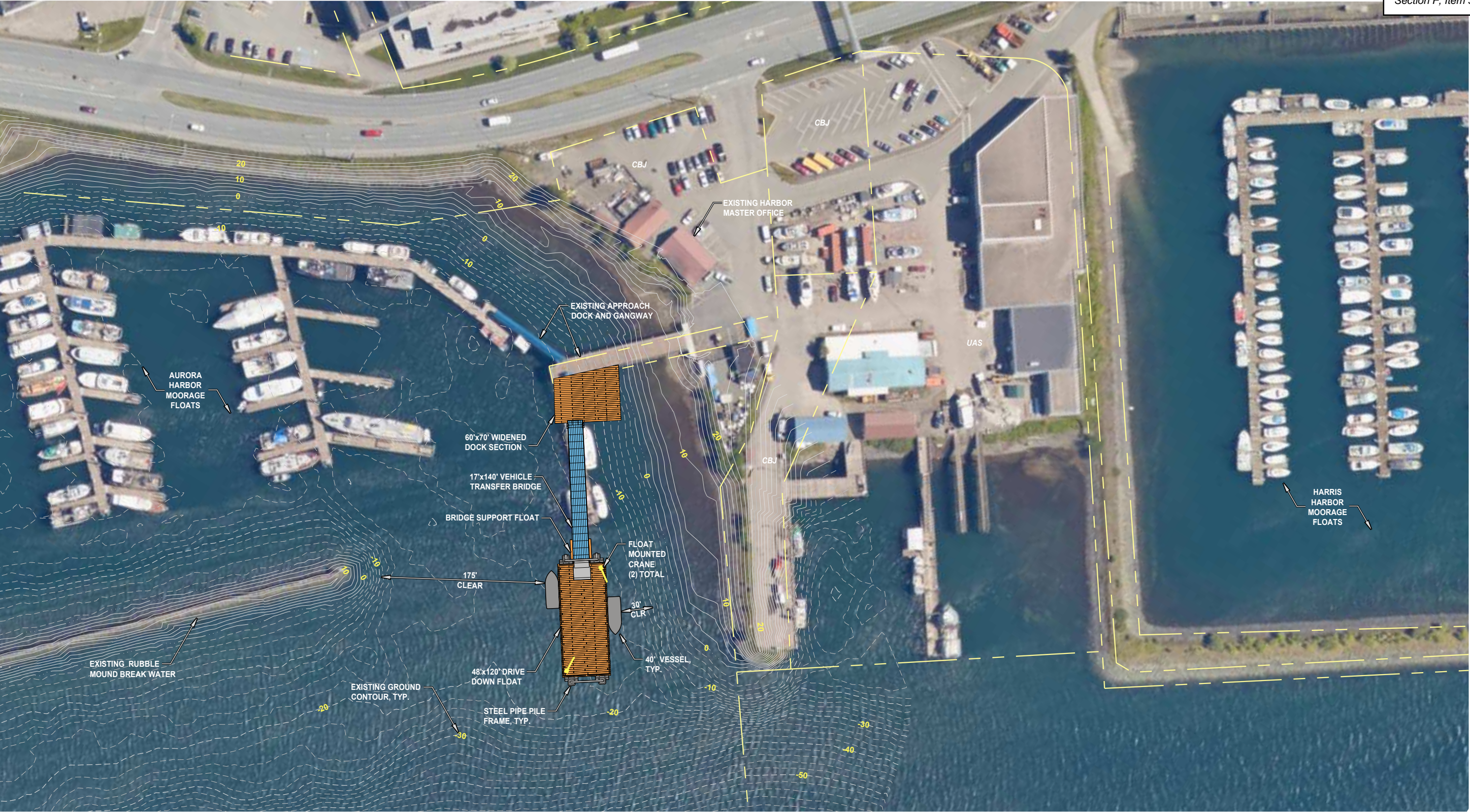


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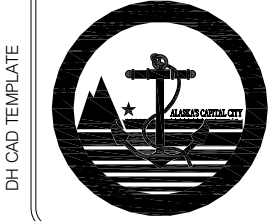
CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

**EXISTING CONDITIONS AND
DEMOLITION PLAN**
AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
|-----------|-----------------|---------------|---------------|
| DESIGN: | BMI | DATE: | APRIL 4, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | FILE NO. 232029 | SHEET: | 1 of 2 |



SCALE IN FEET
0 50 100 FT.



DH CAD TEMPLATE

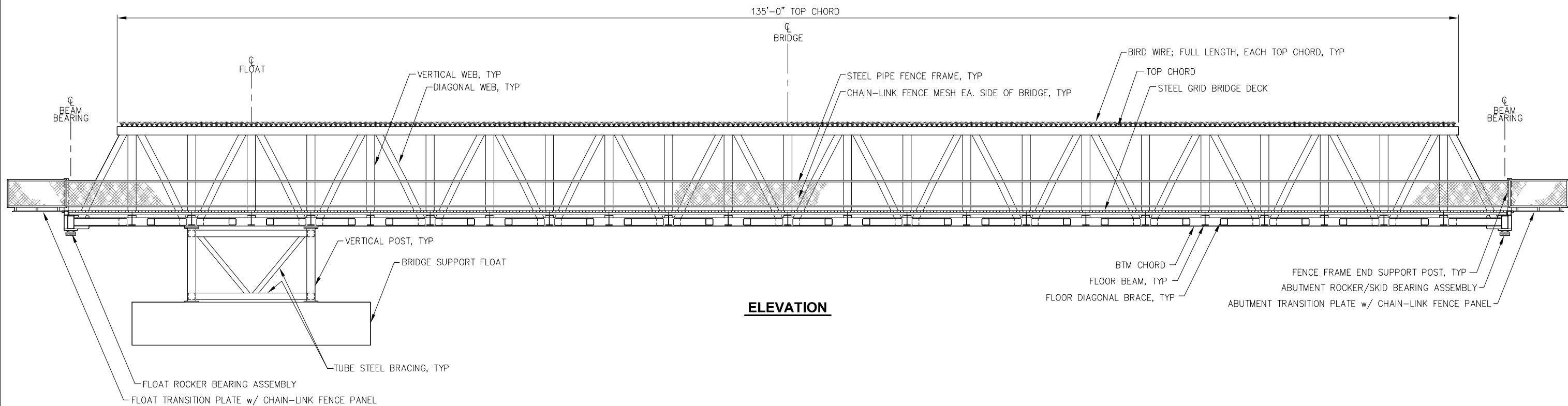
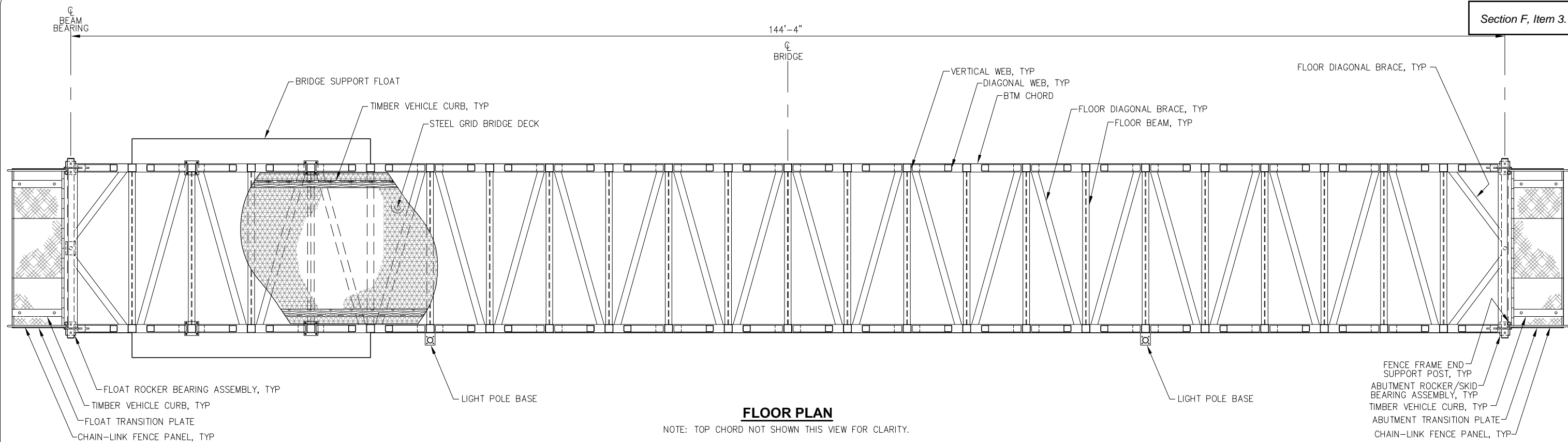
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CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

CONCEPT NO. 1

AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
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| DESIGN: | BMI | DATE: | APRIL 4, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 2 of 2 |

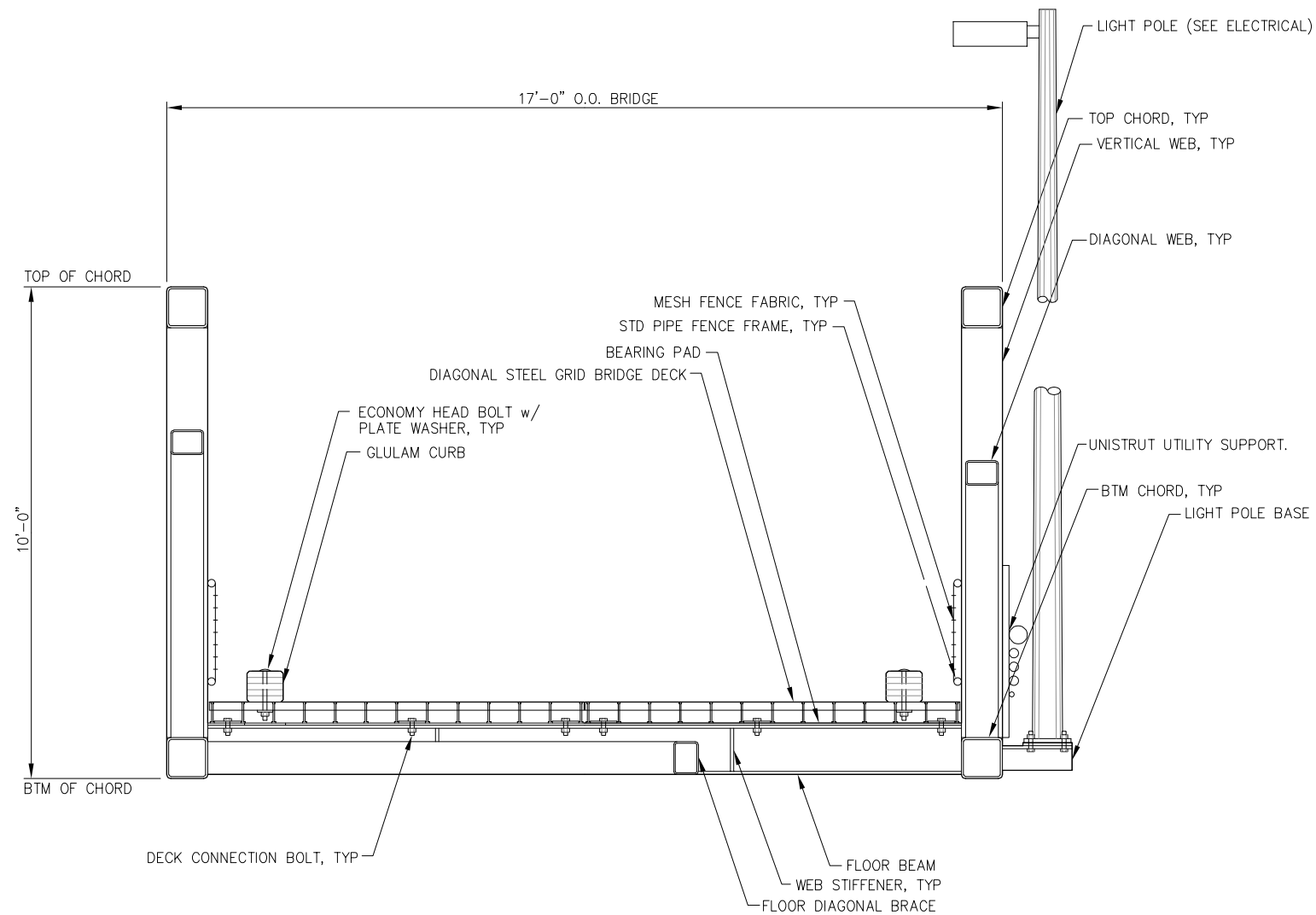


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CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

PRELIMINARY DESIGN
TRANSFER BRIDGE PLAN AND ELEVATION
AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
|-----------|-----|---------------|----------------|
| DESIGN: | BMI | DATE: | APRIL 26, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 1 of 5 |



TYPICAL TRANSFER BRIDGE SECTION

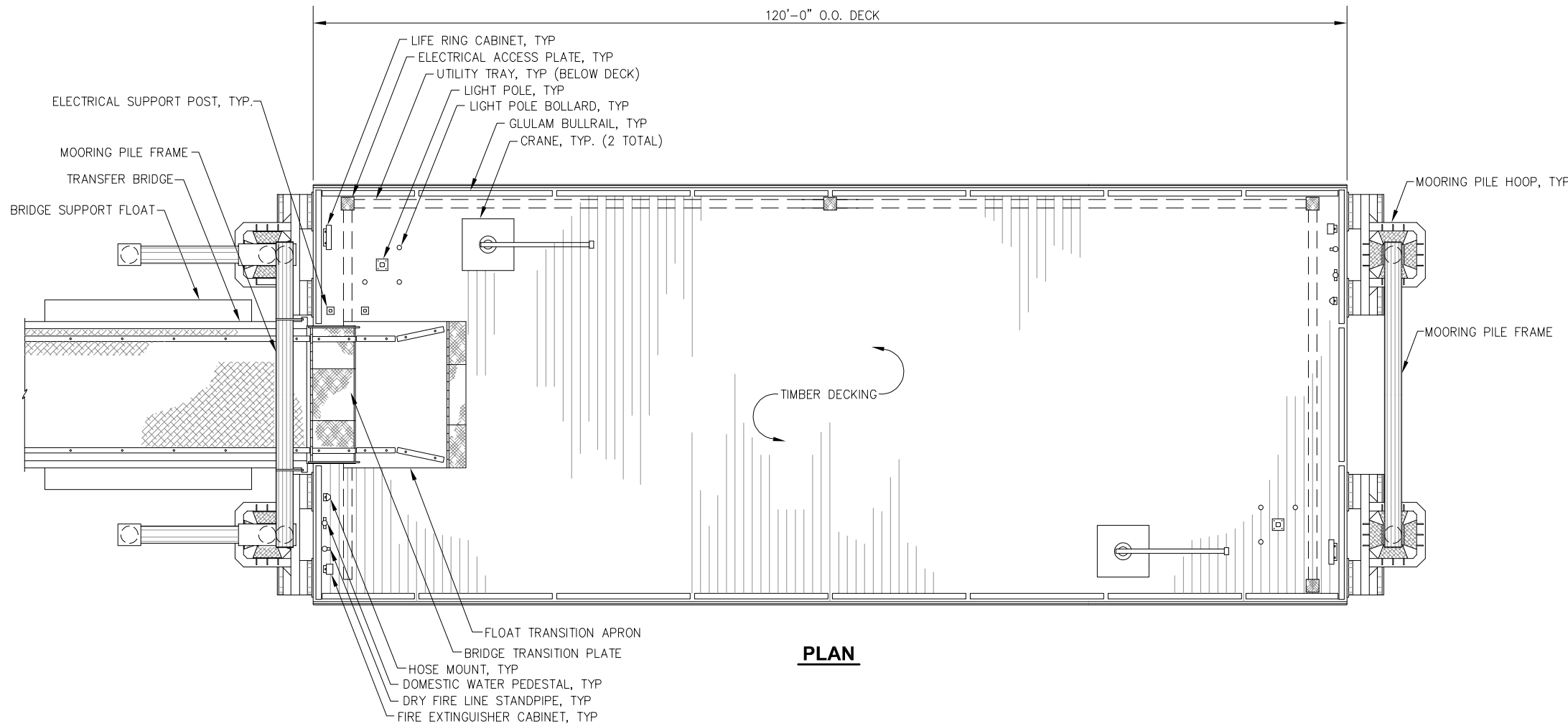


| REVISIONS | | | | | |
|-----------|------|-------------|-----|-----|-----|
| REV | DATE | DESCRIPTION | DWN | CHK | APP |
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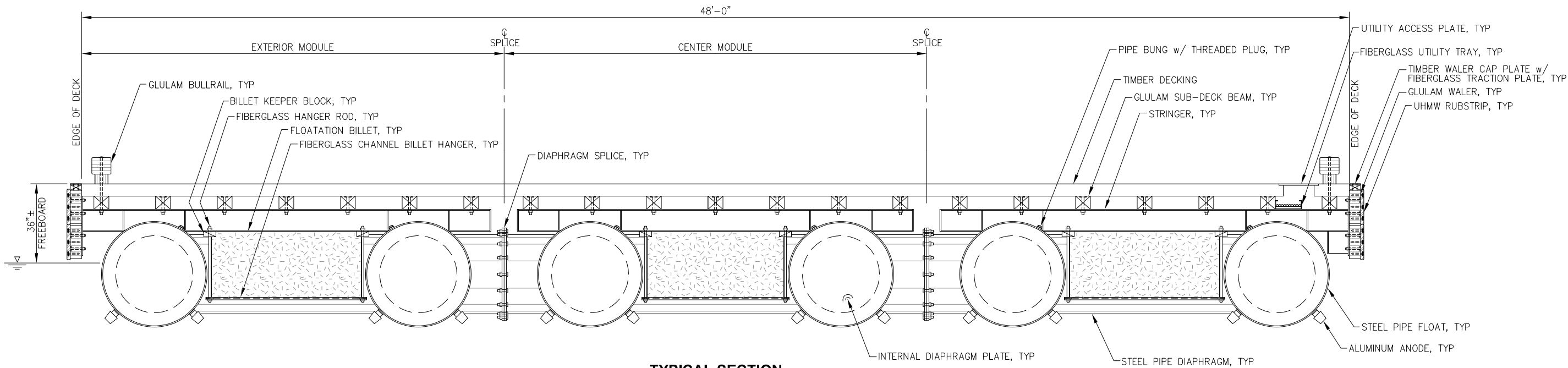
CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

PRELIMINARY DESIGN
TYPICAL SECTION
AURORA HARBOR DRIVE DOWN FLOAT

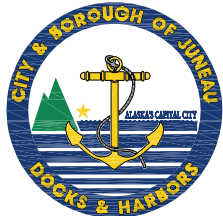
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| DESIGN: | BMI | DATE: | APRIL 26, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 2 of 5 |



PLAN



TYPICAL SECTION

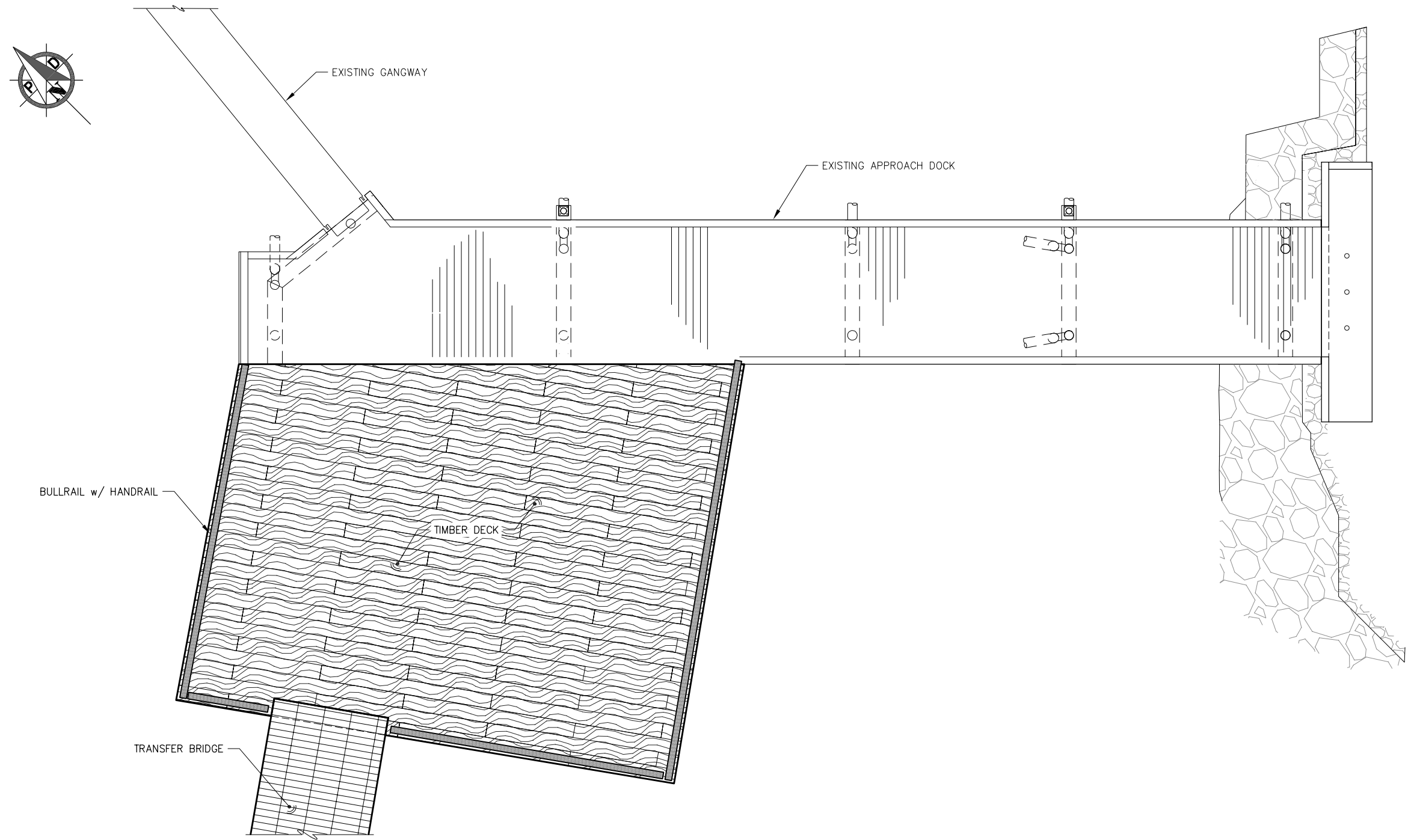


| REVISIONS | | | | | |
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| REV | DATE | DESCRIPTION | DWN | CHK | APP |
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CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

PRELIMINARY DESIGN
DRIVE-DOWN FLOAT PLAN AND TYPICAL SECTION
AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
|-----------|-----|---------------|----------------|
| DESIGN: | BMI | DATE: | APRIL 26, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 3 of 5 |



APPROACH DOCK - PLAN
SCALE IN FEET
0 6 12 FT

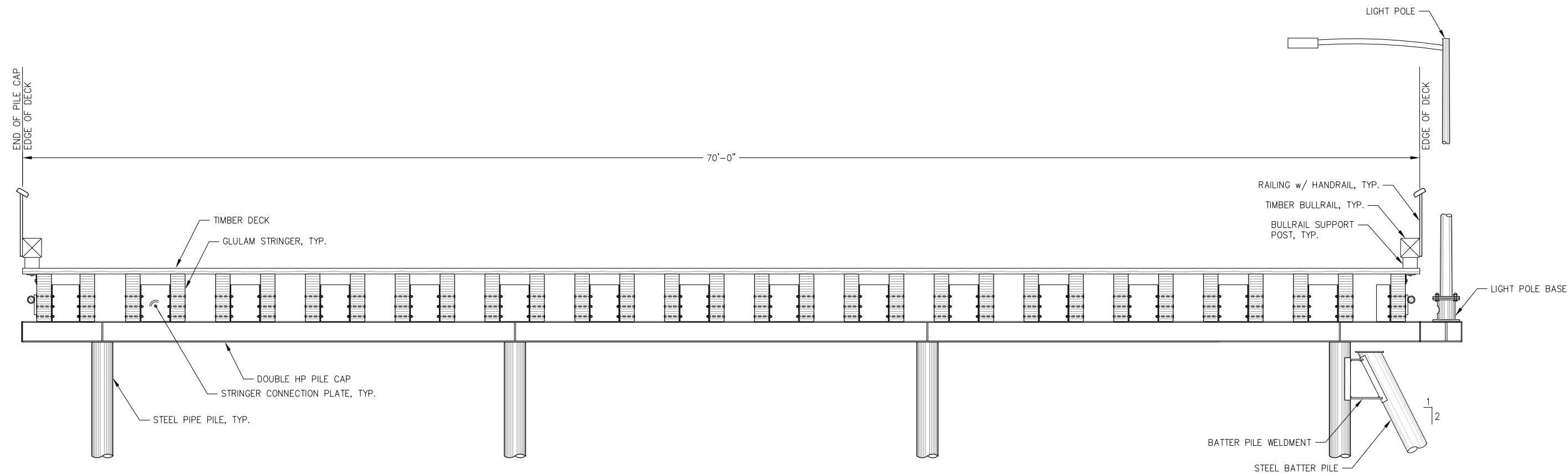


| REVISIONS | | | | | |
|-----------|------|-------------|-----|-----|-----|
| REV | DATE | DESCRIPTION | DWN | CHK | APP |
| | | | | | |
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CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

PRELIMINARY DESIGN
APPROACH DOCK PLAN
AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
|-----------|-----|---------------|----------------|
| DESIGN: | BMI | DATE: | APRIL 26, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 4 of 5 |



APPROACH DOCK TYPICAL SECTION



| REVISIONS | | | | | |
|-----------|------|-------------|-----|-----|-----|
| REV | DATE | DESCRIPTION | DWN | CHK | APP |
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CITY AND BOROUGH OF JUNEAU
DOCKS & HARBORS
155 SOUTH SEWARD STREET
JUNEAU, ALASKA 99801
PHONE: 907-586-0292

PRELIMINARY DESIGN
APPROACH DOCK TYPICAL SECTION
AURORA HARBOR DRIVE DOWN FLOAT

| | | | |
|-----------|-----|---------------|----------------|
| DESIGN: | BMI | DATE: | APRIL 26, 2023 |
| CHECKED: | CRS | CONTRACT NO.: | DH24-0XX |
| APPROVED: | | FILE NO. | 232029 |
| | | SHEET: | 5 of 5 |

Maritime Administration FY 2024 Port Infrastructure Development Program (PIDP)



FY 2024 PIDP How to Apply Webinar

MARAD
U.S. MARITIME ADMINISTRATION

Maritime Administration
1200 New Jersey Ave., SE | Washington, DC | 20590
www.dot.gov

Port Infrastructure Development Program Grant Overview



■ Port Infrastructure Development Program (PIDP) Grant Opportunity

- PIDP Grants provide Federal assistance to fund eligible projects for the purpose of improving the safety, efficiency or reliability of the movement of goods through ports and intermodal connections to ports.
- \$450 million* appropriated for FY 2024 through BIL/IIJA:
 - \$112.5 million is reserved for “small projects at small ports.” A small port is defined as a coastal seaport, Great Lakes, or inland river port to and from which the average annual tonnage of cargo for the immediately preceding three calendar years from the time an application is submitted is less than 8,000,000 short tons, as determined by using U.S. Army Corps of Engineers data or data by an independent audit if the Secretary determines that it is acceptable to use such data instead of using U.S. Army Corps of Engineers data.
 - Discretionary grants awarded on a competitive basis
- Application submittal deadline is 11:59:59 E.D.T. on **May 10, 2024**.
- Applications must be submitted through www.grants.gov.

**- Additional funding may be made available through the annual appropriations process. If so, the NOFO will be amended accordingly to announce additional funding availability.*

Port Infrastructure Development Program Grant Overview



Notice of Funding Opportunity (NOFO) Outline

A. Program Description

- Program overview, changes from 2024, definitions

B. Federal Award Information

- Amount available, award size, restrictions, availability of funds, previous PIDP awards

C. Eligibility Information

- Eligible applicants, eligible projects, cost sharing, project components, application limit

D. Application and Submission Information

- Application instructions, content and format of application, UEI and SAM, submission dates, funding restrictions, submission requirements

E. Application Review Information

- Merit criteria, selection considerations, project readiness, statutory determinations, review process

F. Federal Award Information

- Administrative and National policy requirements, program requirements, and reporting requirements

G. Federal Awarding Agency Contacts

- Email address, phone number, website debriefs

H. Other Information

- Confidential business information, publication and sharing of application information

PIDP Program Description



The PIDP statute, codified at 46 U.S.C. 54301, establishes the port and intermodal improvement program to ***improve the safety, efficiency, or reliability of the movement of goods through ports and intermodal connections to ports.***

- PIDP is a discretionary grant program. Awards are made by the Secretary of Transportation on a competitive basis.
- Since inception in FY 2019, program awards total more than \$2.1 billion
- \$450,000,000 is appropriated for FY 2024 through BIL/IIJA
- Application evaluations include statutory and non-statutory criteria
- Applications must be submitted through www.grants.gov.

Port Infrastructure Development Program Grant Overview



■ Federal Award Information

- Guidance on Federal Award Information is in Section B of the Notice of Funding Opportunity (NOFO)
- Award size.
 - No minimum award size. No maximum award size (but see “Restrictions on Funding” below).
- Restrictions on Funding.
 - A maximum of \$112.5 million can be awarded for projects in any one state.
 - Small Projects at Small Ports.
 - \$112.5 million is reserved for small projects at small ports
 - No single grant award may be more than 10% (\$11.25 million) of this amount.
 - No more than \$11.25 million may be used for development phase activities.
 - Not more than \$33.75 million of the funds not reserved for small projects at small ports may be awarded for development phase activities for large projects that do not result in construction.

PIDP Federal Award Information



Federal Award Information for FY 2024 (cont'd)

Availability of Funds

- Goal is to obligate funds not later than September 30, 2027. Obligation occurs upon execution of a written grant agreement.
- Various administrative requirements, including transportation planning and environmental reviews, must be completed before a grant agreement can be executed.
- Goal is to expend funds within five years after obligation.
- A project's likelihood to be ready for obligation of funds by September 30, 2027 and the ability to liquidate these obligations within five years of obligation will be considered during the review process (readiness factor).

Previous PIDP awards

- Previous PIDP grant recipients may apply for funding to support additional phases of a project previously awarded funding. However, **to be competitive**, the applicant should show how the previously funded project met scope, schedule, and budget milestones and how the new phase will impact project benefits.

PIDP Eligibility Details



Eligible Applicants

- A State or political subdivision of a State or local government;
- An Indian Tribe or consortium of Indian Tribes;
- A public agency or publicly chartered authority established by one or more States;
- A special purpose district with a transportation function;
- A multistate or multijurisdictional group of entities; or
- A lead entity described above jointly with a private entity or group of private entities (including the owners or operators of a facility, or collection of facilities, at a port).

Joint Applications

- If submitting a joint application, applicants must identify in the application the eligible lead entity as the primary point of contact and identify the primary recipient of the award.
- The applicant that will be responsible for financial administration of the project must be an eligible lead entity described above (i.e., not a private entity).
- Joint applications should include a description of the roles and responsibilities of each entity.

PIDP Eligibility Details



Cost Sharing and Matching

LG0

In general, Federal share may not exceed 80 percent of the cost of the project.

- The Secretary may waive that requirement for grants awarded to (1) a project located in a rural area or (2) for a Small Project at a Small Port.

The application must demonstrate sources of non-Federal funds being committed to the project. Applicants must provide documentation that the matching funds are committed prior to the obligation of funds for the project.

Matching funds may be:

- State funds, local funds, or private funds.
- TIFIA or RRIF loans if the loan is repayable from non-Federal funds.

— Matching funds may not:

- Be counted as the non-Federal share for both this program and another Federal grant program unless otherwise authorized by statute.
- Consist of previously-incurred costs or previously-expended funds unless first approved by DOT in writing after award announcement.

PIDP Eligibility Details



Eligible Projects *shall be located either within the boundary of a port, or outside the boundary of a port and directly related to port operations or to an intermodal connection to a port.*

Eligible projects must improve the safety, efficiency, or reliability of:

- (I) the loading and unloading of goods at the port; such as for marine terminal equipment;
- (II) the movement of goods into, out of, around, or within a port; such as for highway or rail infrastructure, intermodal facilities, freight intelligent transportation systems, and digital infrastructure systems;
- (III) operational improvements, including projects to improve port resilience; or
- (IV) environmental and emissions mitigation measures, including projects for—
 - a) port electrification or electrification master planning;
 - b) harbor craft or equipment replacements or retrofits;
 - c) development of port or terminal microgrids;
 - d) provision of idling reduction infrastructure;
 - e) purchase of cargo handling equipment and related infrastructure;
 - f) worker training to support electrification technology;
 - g) installation of port bunkering facilities from ocean-going vessels for fuels;
 - h) electric vehicle charging or hydrogen refueling infrastructure for drayage and medium or heavy-duty trucks and locomotives that service the port and related grid upgrades; or
 - i) other related port activities, including charging infrastructure, electric rubber-tired gantry cranes, and anti-idling technologies.
- (V) port and port-related infrastructure that supports seafood and seafood-related businesses, including the loading and unloading of commercially harvested fish and fish products, seafood processing, cold storage, and other related infrastructure.

PIDP Eligibility Details



Eligible projects (cont'd)

Eligible projects also include projects to provide **shore power** at a port that services:

- Passenger vessels described in section 3507(k) of title 46, United States Code; and
- Vessels that move goods or freight.

(Note: In FY2024, shore power projects shall be treated as satisfying the primary PIDP statutory purpose of improving the safety, efficiency, or reliability of the movement of goods through ports and intermodal connections to ports.)

Development phase activities (including planning, feasibility analysis, revenue forecasting, environmental review, permitting, and preliminary engineering and design work) and port planning activities are eligible if the activities support one of the eligible project types listed.

- Funding will be prioritized for projects that will move into the construction phase within the grant's performance period.
- Applications for development phase activities are subject to an economic vitality analysis (either a small projects at small ports analysis or BCA for large projects).
- Under the FY 2024 PIDP, if an application includes right-of-way acquisition, the project will be considered a capital project.

PIDP Eligibility Details



Ineligible Projects

- Vessel construction, reconstruction, reconditioning, or purchase, *unless* the Secretary determines such a vessel is necessary for an environmental and emissions mitigation project (see NOFO Section C.3.a.(IV), AND is not receiving assistance under 46 U.S.C. chapter 537
- Projects within a small shipyard;
- Improvements to Federally owned facilities; or
- Fully automated cargo handling equipment or the installation of terminal infrastructure that is designed for fully automated cargo handling equipment:
 - If the Secretary determines such equipment would result in a net loss of good jobs or reduction in the quality of jobs within the port or port terminal.
 - In general, fully automated cargo handling systems transfer materials without the need, or with a significantly reduced need, for human assistance are ineligible.
 - Applicants who propose projects that include the acquisition of automated cargo handling equipment must provide the information outlined in Section C.3.a. of the NOFO.

How to Apply, (cont'd) – Evaluation Criteria



Summary of the Evaluation Criteria

Merit Criteria

- Achieving Safety, Efficiency, or Reliability Improvements;
- Supporting Economic Vitality;
- Leveraging Federal Funding; and
- Port Resilience.

Selection Considerations

- Climate Change and Sustainability;
- Equity and Justice⁴⁰; and
- Workforce Development, Job Quality, and Wealth Creation.

Additional Considerations

- Project Readiness
 - Technical Capacity; and
 - Environmental Risk.

Statutory Determinations

Harbors Overview

Section F, Item 3.

| | | FY24 | | FY25 | FY26 |
|---------------------------------------|---------------------|------------------|------------------|------------------|------------------|
| | FY23 | Amended | Projected | Proposed | Proposed |
| | Actuals | Budget | Actuals | Budget | Budget |
| EXPENDITURES | | | | | |
| Personnel Services | \$ 1,827,400 | 2,132,900 | 2,135,300 | 2,252,400 | 2,288,700 |
| Commodities and Services | 1,890,400 | 2,377,800 | 2,372,500 | 2,428,400 | 2,476,000 |
| Capital Outlay | 7,300 | - | - | - | - |
| Debt Service | 683,500 | 683,600 | 683,600 | 694,400 | 699,100 |
| Support to: | | | | | |
| Capital Projects | 750,000 | - | - | 2,000,000 | - |
| Total Expenditures | 5,158,600 | 5,194,300 | 5,191,400 | 7,375,200 | 5,463,800 |
| FUNDING SOURCES | | | | | |
| Charges for Services | 3,740,200 | 3,705,000 | 4,275,000 | 4,325,000 | 4,375,000 |
| Licenses, Permits, and Fees | 386,000 | 360,000 | 400,000 | 412,000 | 424,300 |
| Rentals and Leases | 963,300 | 900,000 | 1,068,500 | 950,000 | 950,000 |
| State Shared Revenue | 467,400 | 350,000 | 463,000 | 350,000 | 350,000 |
| Federal Revenue | 11,000 | - | - | - | - |
| Fines and Forfeitures | 13,400 | 10,000 | 10,000 | 10,000 | 10,000 |
| Investment and Interest Income/(Loss) | 273,200 | 107,700 | 250,000 | 295,400 | 306,300 |
| Support from: | | | | | |
| Pandemic Response | - | - | - | - | - |
| Capital Projects | - | - | - | - | - |
| Total Funding Sources | 5,854,500 | 5,432,700 | 6,466,500 | 6,342,400 | 6,415,600 |
| FUND BALANCE | | | | | |
| Debt Reserve | | | | | |
| Beginning Reserve Balance | 791,900 | 795,400 | 795,400 | 795,400 | 795,400 |
| Increase (Decrease) in Reserve | 3,500 | - | - | - | - |
| End of Period Reserve | \$ 795,400 | 795,400 | 795,400 | 795,400 | 795,400 |
| Available Fund Balance | | | | | |
| Beginning of Period | 2,246,500 | 2,938,900 | 2,938,900 | 4,214,000 | 3,181,200 |
| Increase (Decrease) in Fund Balance | 692,400 | 238,400 | 1,275,100 | (1,032,800) | 951,800 |
| End of Period Available | \$ 2,938,900 | 3,177,300 | 4,214,000 | 3,181,200 | 4,133,000 |
| STAFFING | 16.83 | 17.45 | 17.95 | 17.95 | 17.95 |



CONOLIFT

#1 Quebec Drive, Seguin, ON P2A 0B2 Tel 888-480-3777 Fax 705-378-5068 Email sales@conolift.com

Juneau Docks and Harbors

Y-60 MARINE HYDRAULIC YARD TRAILER

Quote Date:
09-Jan-24

Standard Capacities & Features

Capacity (size)..... Fishing boats to 60' LOA
Capacity (weight)..... 120,000 lbs off-road only
14" x 14" x .500" HSS steel tube frame
Hydraulic expanding width frame (expands from 96" to 126" inside frame rails)(65" to 95" between tires)
Hydraulic lift - wheel and tongue lift with frame heights to 66"
Hydraulic Power: 11 HP Honda gasoline engine
Pilot operated safety lock-valves on main frame lift and tongue
O-ring boss and JIC hydraulic fittings
Zinc coated steel hose ends and fittings
High strength hydraulic cylinder shafts
Stainless steel hardware (nuts/bolts/pins)
Walking beam suspension
Tires: 28" premium wide-trac solid Titan tires
3 year warranty on frame, 2 years on hydraulic components with 90 days limited warranty on running gear

Optional Equipment - Included

Black or white decal (company name & telephone number) on both sides of unit
Electric start
Rear wheel steering (25 degrees)
Hydraulic front dolly wheels for wet launch and retrieval
Stainless steel hose ends & fittings package
Stainless steel speedy sleeves on spindles for hub seals
Wireless remote control 14 Functions
Electric over hydraulic drum brakes
Hydraulic fifth wheel gooseneck (2" SAE pin)
Hot dip galvanized frame & components (in lieu of standard painting process)
Hydraulic arm package comes with 6 qty 8" aluminum keel beams 6 Sail Arm Package

Package price F.O.B. Parry Sound, Ontario, Canada:  0,000.00 

Prices are subject to change without notice. Conolift reserves the right to change specifications or substitute components as required in an effort to supply a better product in an ever changing marketplace.

DOCKS AND HARBORS FY24/FY25/FY26 BUDGET

**Docks & Harbors Board
to
Assembly Finance Committee
April 6th, 2024**

Board Members

Don Etheridge(Board Chair)

Debbie Hart (Board Vice-Chair)

Mark Ridgway(OPS/Planning Chair)

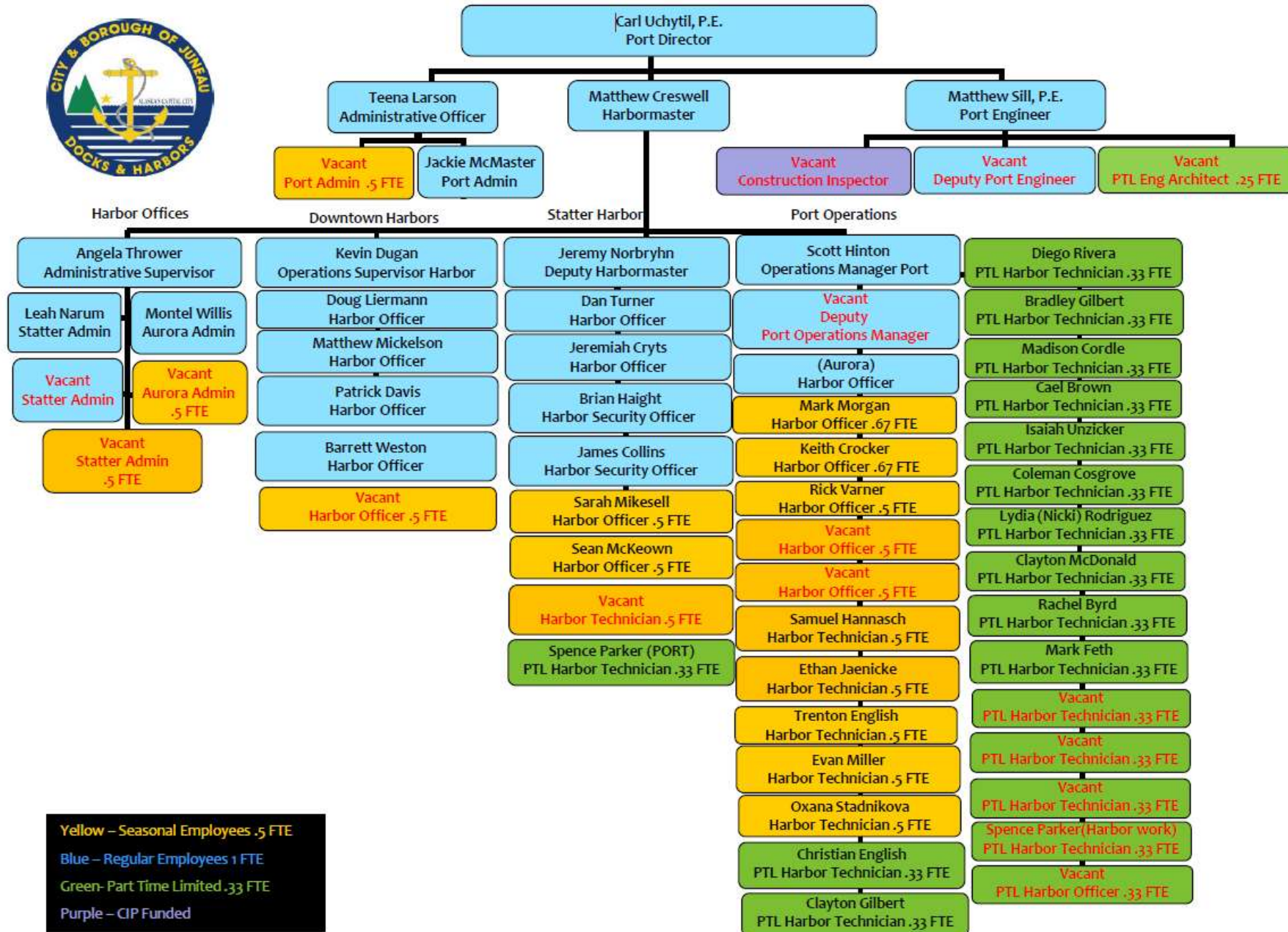
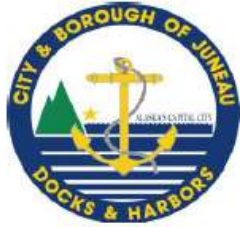
Paul Grant(OPS/Planning Vice-Chair) **1st term end June 30th, 2024**

Matthew Leither **1st term end June 30th, 2024**

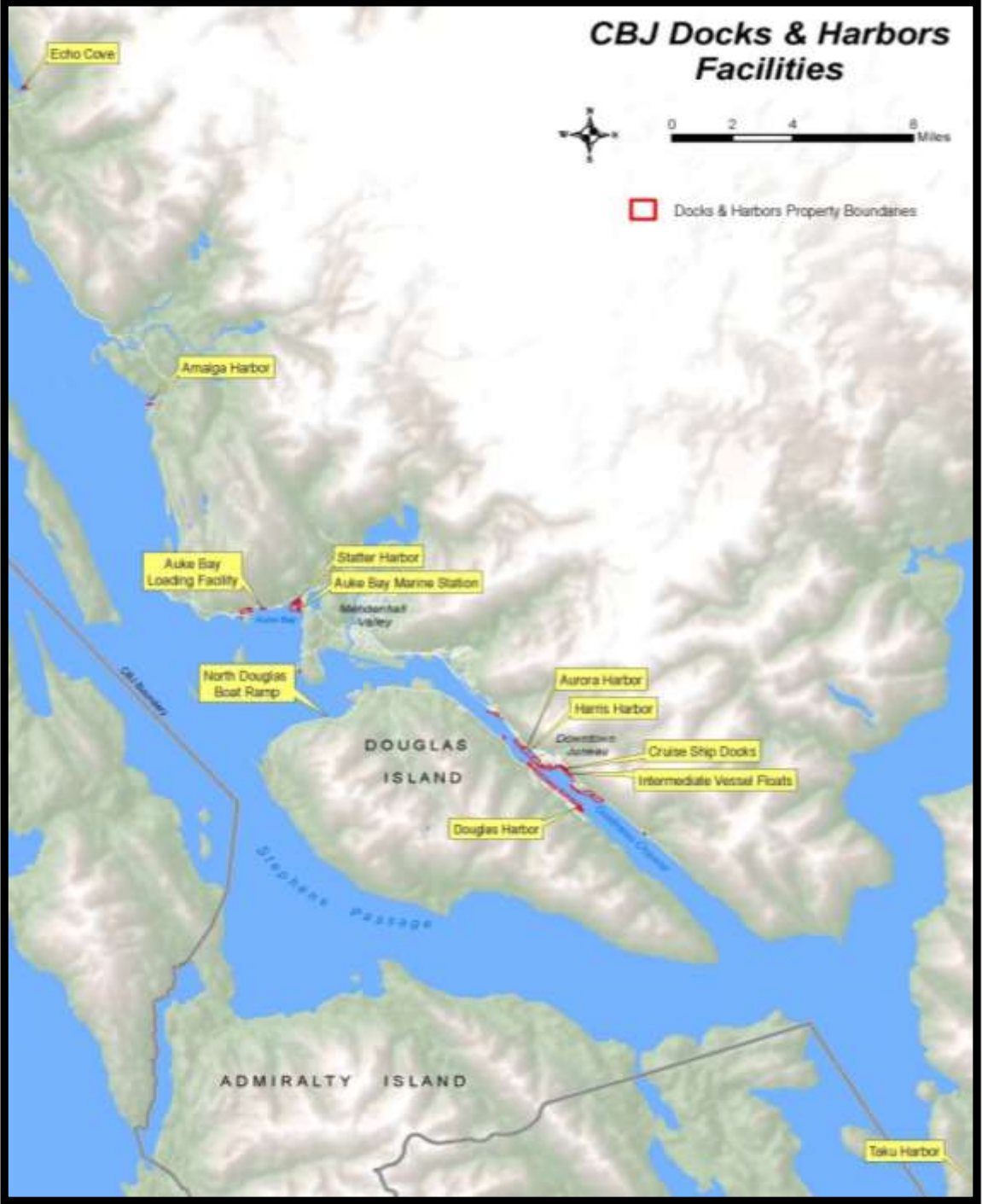
James Becker **2nd term end June 30th, 2024**

Annette Smith

Shem Sooter



| |
|-----------------------------------|
| Echo Cove Boat Launch |
| Amalga Harbor Boat Launch |
| Auke Bay Loading Facility |
| Statter Harbor/Launch |
| Auke Bay Marine Station |
| Aurora Harbor |
| Harris Harbor/Launch |
| North Douglas Boat Launch |
| Douglas Boat Harbor/Launch |
| Cruise Ship Floats |
| Intermediate Vessel Float |
| PFO Float |
| Inside of CT Float |
| National Guard Float |
| Taku Harbor |



Harbor Facilities

| | |
|--|----------------------------------|
| Harris Harbor | 204 slips |
| Aurora Harbor | 239 slips + 268' side tie |
| Mike Pusich Douglas Harbor | 190 slips |
| Don Statter Harbor Facility – Transient Moorage | 10,000 LF |
| Don Statter Harbor - Reserved Moorage | 70 slips |
| TOTAL | ~ 1000 slips |

Other Properties

Cruise Ship Docks

- Alaska Steamship Dock
- Cruise Terminal

Auke Bay Loading Facility

- Boat Yard area leased to Karl's Marine

Auke Bay Marine Station

Juneau Fisheries Terminal (Aurora Harbor)

- Boat Yard leased to Harri's Commercial Marine

43 Leases totaling several hundred acres of tidelands and waterfront properties

Echo Cove Campground

Docks Overview

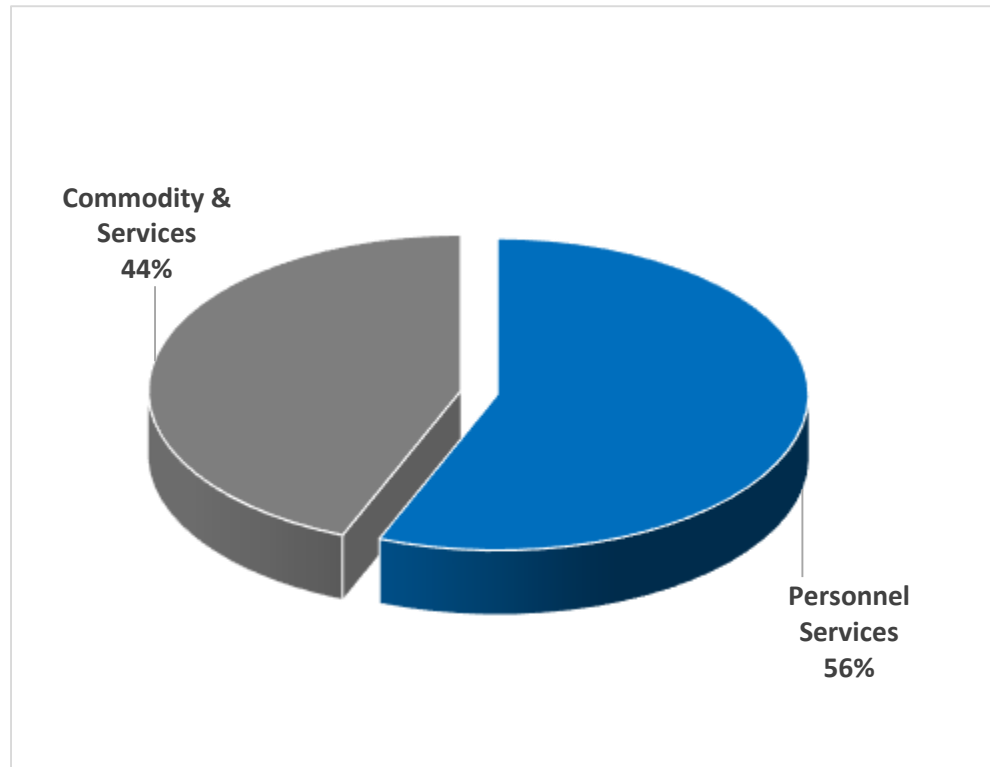
Section G, Item 5.

| | | FY24 | | FY25 | FY26 |
|---------------------------------------|---------------------|------------------|------------------|------------------|------------------|
| | FY23 | Amended | Projected | Proposed | Proposed |
| | Actuals | Budget | Actuals | Budget | Budget |
| EXPENDITURES | | | | | |
| Personnel Services | \$ 1,290,500 | 1,447,500 | 1,532,500 | 1,607,500 | 1,633,100 |
| Commodities and Services | 1,051,000 | 1,095,000 | 1,195,800 | 1,238,400 | 1,256,100 |
| Capital Outlay | - | - | - | - | - |
| Support to: | | | | | |
| Marine Passenger Fee | - | - | - | - | - |
| Capital Projects | - | - | - | - | - |
| Total Expenditures | 2,341,500 | 2,542,500 | 2,728,300 | 2,845,900 | 2,889,200 |
| FUNDING SOURCES | | | | | |
| Interdepartmental Charges | 15,100 | 40,200 | 40,200 | 40,200 | 40,200 |
| Charges for Services | 2,487,800 | 1,800,000 | 2,579,500 | 2,625,000 | 2,625,000 |
| Licenses, Permits, and Fees | - | - | - | - | - |
| Investment and Interest Income/(Loss) | 34,900 | 67,100 | 45,100 | 62,300 | 64,600 |
| Support from: | | | | | |
| Marine Passenger Fees | 717,000 | 717,000 | 717,000 | 717,000 | 717,000 |
| Port Development Fees | - | - | - | - | - |
| State Marine Passenger Fees | - | - | - | - | - |
| Capital Projects | - | - | - | - | - |
| Total Funding Sources | 3,254,800 | 2,624,300 | 3,381,800 | 3,444,500 | 3,446,800 |
| FUND BALANCE | | | | | |
| Beginning of Period | 1,656,400 | 2,569,700 | 2,569,700 | 3,223,200 | 3,821,800 |
| Increase (Decrease) in Fund Balance | 913,300 | 81,800 | 653,500 | 598,600 | 557,600 |
| End of Period Fund Balance | \$ 2,569,700 | 2,651,500 | 3,223,200 | 3,821,800 | 4,379,400 |
| STAFFING | 19.20 | 19.24 | 19.75 | 19.75 | 19.75 |

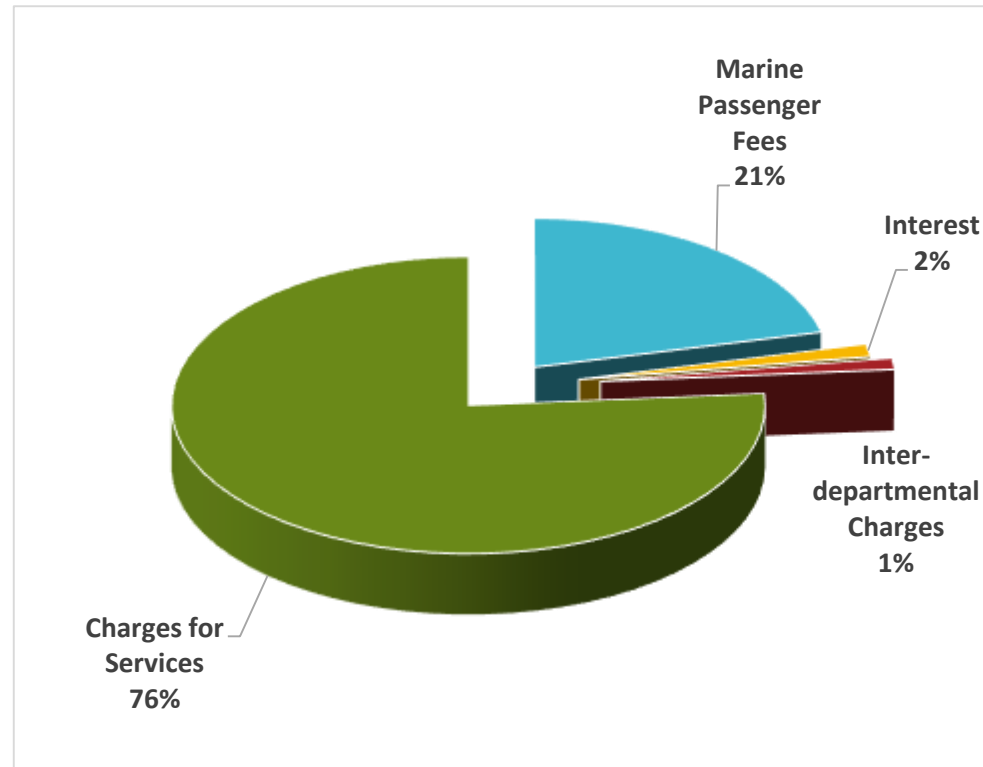
Docks Budget FY24 \$3.4M

Section G, Item 5.

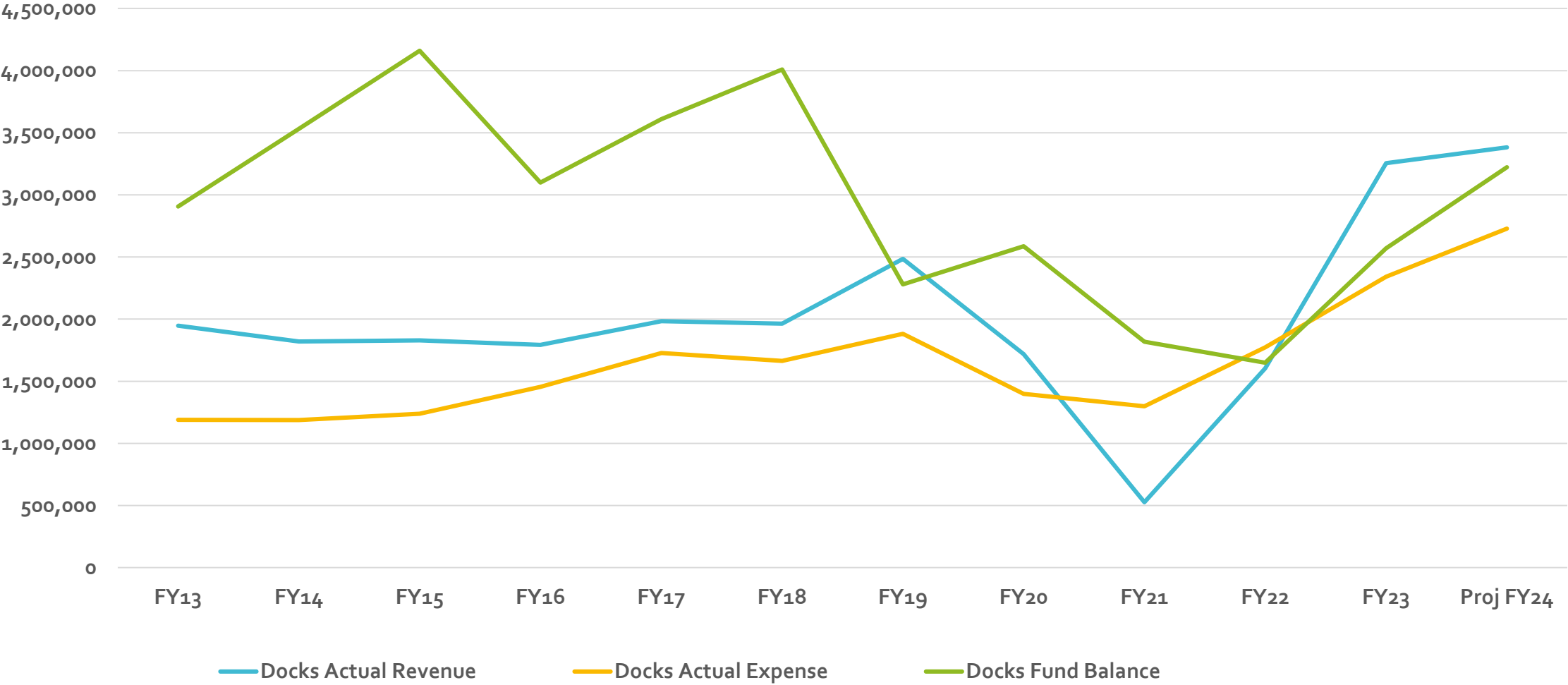
Docks Expenditures



Docks Revenue



Docks Overview



FY24 Dock Summary

- FY24 Docks Enterprise revenue is anticipated to be very strong through June 30th.
- However, due to increases in our Docks Enterprise budget expenditure, staff is anticipating a potential need for a supplemental appropriation in FY24, some reasons include:
 - Personnel increase for salaries - \$120K
 - Stood up Deputy Port Manager
 - Stood up 2nd evening Security Harbor Officer (1/2 FTE shared with Harbor Enterprise)
 - Replacement of Steamship Dock Lighting \$30K

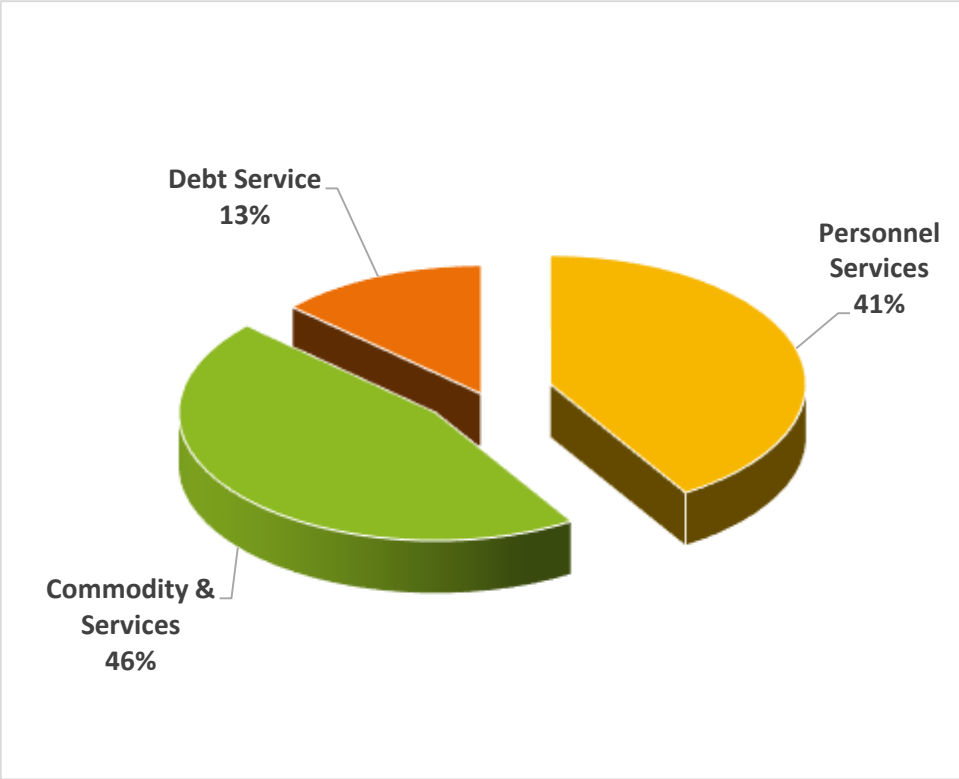
Harbors Overview

Section G, Item 5.

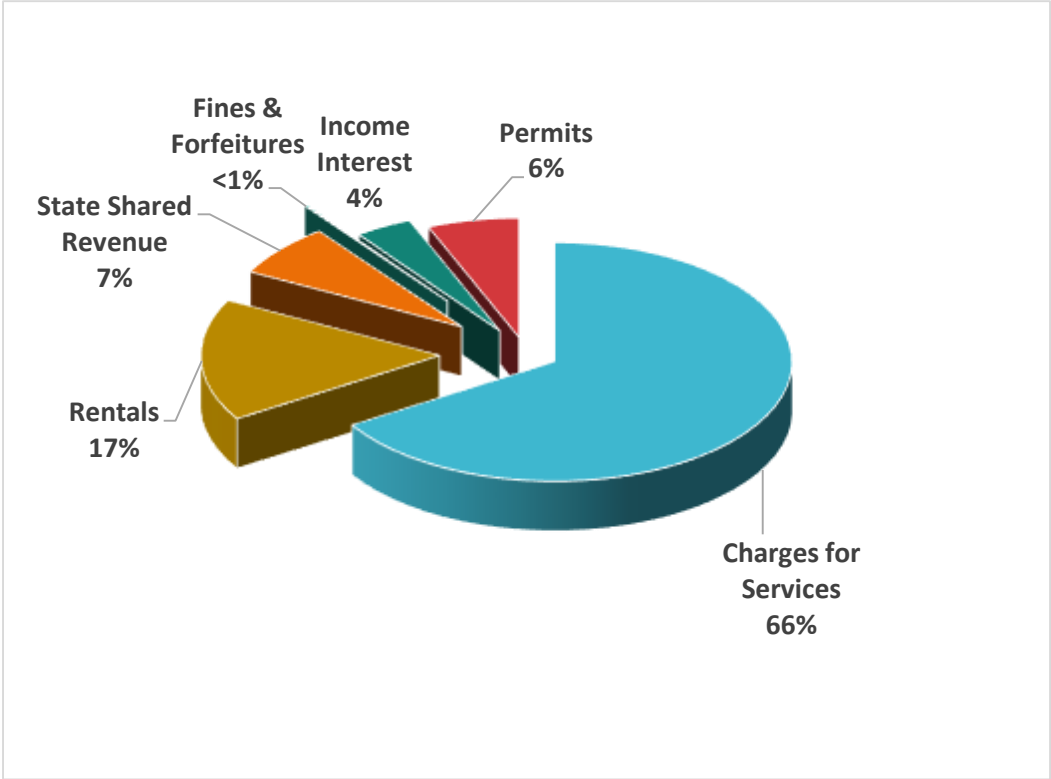
| | | FY24 | | FY25 | FY26 |
|---------------------------------------|---------------------|------------------|------------------|------------------|------------------|
| | FY23 | Amended | Projected | Proposed | Proposed |
| | Actuals | Budget | Actuals | Budget | Budget |
| EXPENDITURES | | | | | |
| Personnel Services | \$ 1,827,400 | 2,132,900 | 2,135,300 | 2,252,400 | 2,288,700 |
| Commodities and Services | 1,890,400 | 2,377,800 | 2,372,500 | 2,428,400 | 2,476,000 |
| Capital Outlay | 7,300 | - | - | - | - |
| Debt Service | 683,500 | 683,600 | 683,600 | 694,400 | 699,100 |
| Support to: | | | | | |
| Capital Projects | 750,000 | - | - | 2,000,000 | - |
| Total Expenditures | 5,158,600 | 5,194,300 | 5,191,400 | 7,375,200 | 5,463,800 |
| FUNDING SOURCES | | | | | |
| Charges for Services | 3,740,200 | 3,705,000 | 4,275,000 | 4,325,000 | 4,375,000 |
| Licenses, Permits, and Fees | 386,000 | 360,000 | 400,000 | 412,000 | 424,300 |
| Rentals and Leases | 963,300 | 900,000 | 1,068,500 | 950,000 | 950,000 |
| State Shared Revenue | 467,400 | 350,000 | 463,000 | 350,000 | 350,000 |
| Federal Revenue | 11,000 | - | - | - | - |
| Fines and Forfeitures | 13,400 | 10,000 | 10,000 | 10,000 | 10,000 |
| Investment and Interest Income/(Loss) | 273,200 | 107,700 | 250,000 | 295,400 | 306,300 |
| Support from: | | | | | |
| Pandemic Response | - | - | - | - | - |
| Capital Projects | - | - | - | - | - |
| Total Funding Sources | 5,854,500 | 5,432,700 | 6,466,500 | 6,342,400 | 6,415,600 |
| FUND BALANCE | | | | | |
| Debt Reserve | | | | | |
| Beginning Reserve Balance | 791,900 | 795,400 | 795,400 | 795,400 | 795,400 |
| Increase (Decrease) in Reserve | 3,500 | - | - | - | - |
| End of Period Reserve | \$ 795,400 | 795,400 | 795,400 | 795,400 | 795,400 |
| Available Fund Balance | | | | | |
| Beginning of Period | 2,246,500 | 2,938,900 | 2,938,900 | 4,214,000 | 3,181,200 |
| Increase (Decrease) in Fund Balance | 692,400 | 238,400 | 1,275,100 | (1,032,800) | 951,800 |
| End of Period Available | \$ 2,938,900 | 3,177,300 | 4,214,000 | 3,181,200 | 4,133,000 |
| STAFFING | 16.83 | 17.45 | 17.95 | 17.95 | 17.95 |

Harbors Budget FY24 \$6.46M

Harbor Expenditures

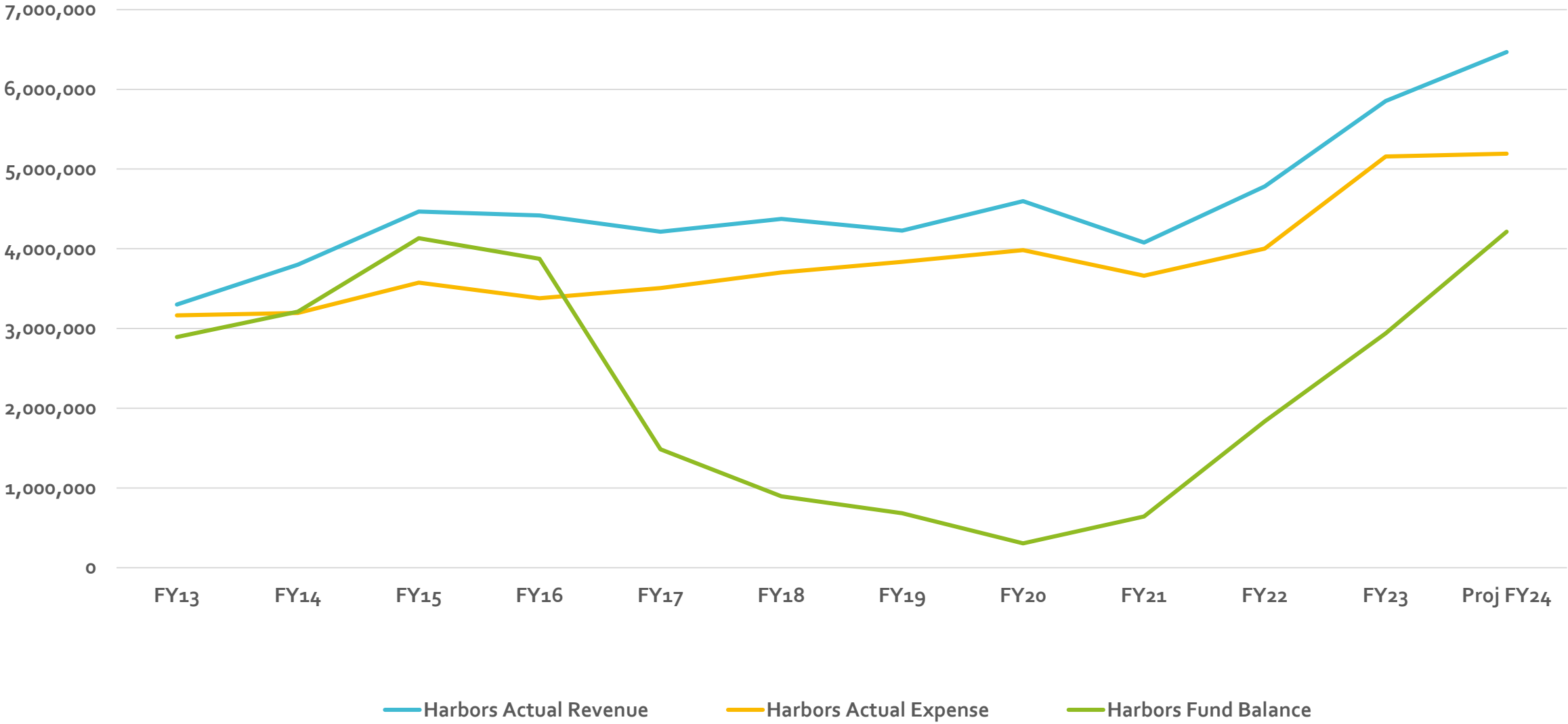


Harbor Revenue



Harbors Overview

Section G, Item 5.

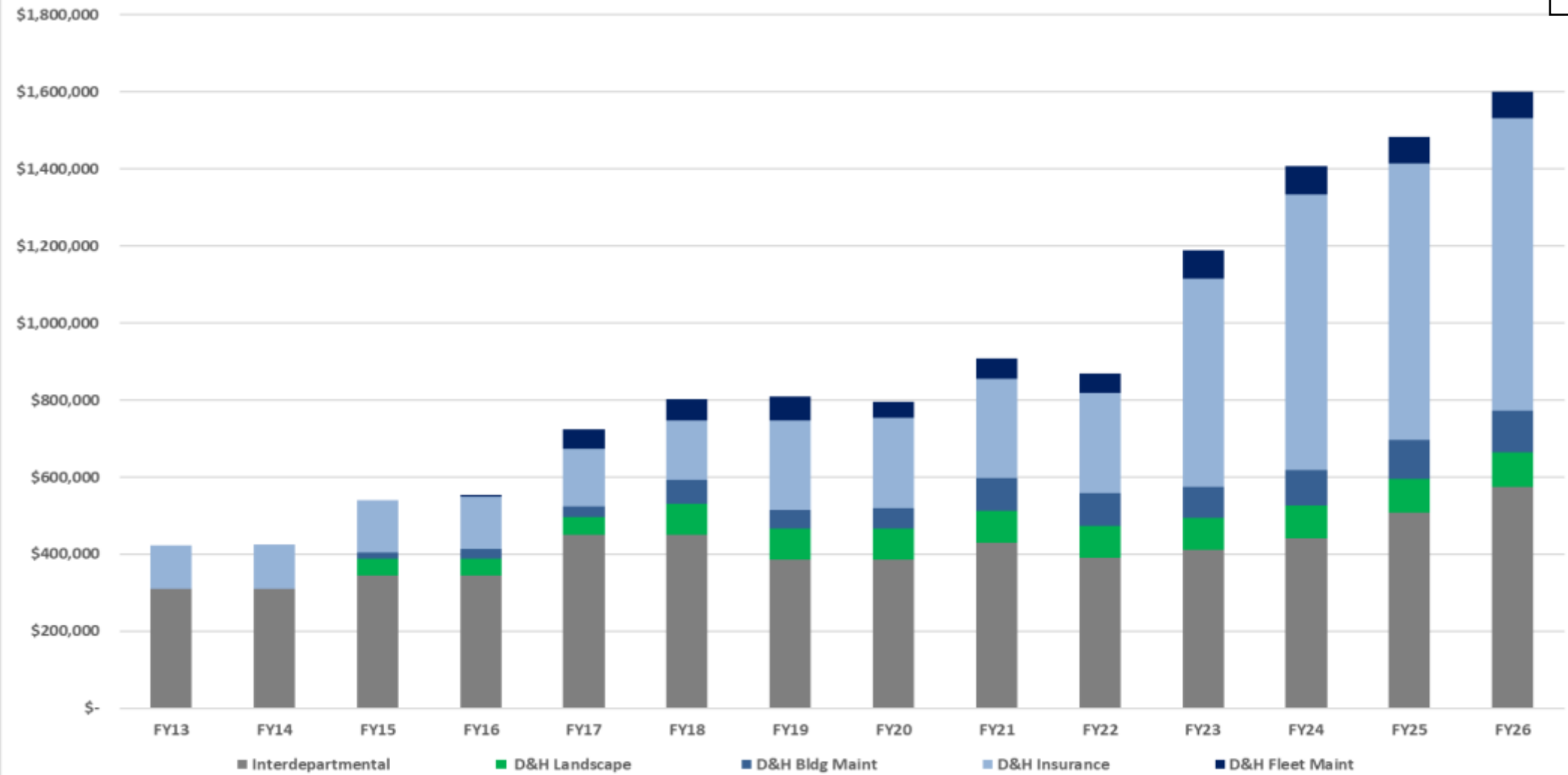


FY24 Harbors Summary

- Staff is projecting Harbors will see strong revenues through June 30th
- Revenues will exceed expenditures
- Staff may require a FY24 supplement appropriation, major contributing factors include:
 - ½ FTE for employing new nighttime security Harbor Officer
 - \$130K in cost associated with snow removal in January/February
 - \$100K in costs for vessel disposal

Fees Paid to Other City Department

Section G, Item 5.



| | FY13 | FY14 | FY15 | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 | FY22 | FY23 | FY24 | FY25 | FY26 |
|-------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|--------------|--------------|--------------|--------------|
| Interdepartmental | \$ 309,600 | \$ 309,600 | \$ 343,800 | \$ 343,800 | \$ 450,400 | \$ 450,400 | \$ 386,400 | \$ 386,400 | \$ 430,800 | \$ 391,600 | \$ 412,400 | \$ 441,022 | \$ 507,516 | \$ 574,010 |
| D&H Landscape | \$ - | \$ - | \$ 45,000 | \$ 45,000 | \$ 45,000 | \$81,000 | \$81,000 | \$81,000 | \$81,000 | \$81,000 | \$81,000 | \$85,600 | \$88,000 | \$90,600 |
| D&H Bldg Maint | \$ - | \$ - | \$15,807 | \$24,318 | \$28,322 | \$60,836 | \$48,527 | \$51,300 | \$85,900 | \$86,400 | \$81,900 | \$90,800 | \$101,600 | \$108,100 |
| D&H Insurance | \$ 114,200 | \$114,566 | \$136,400 | \$136,400 | \$149,324 | \$154,680 | \$231,674 | \$236,384 | \$257,706 | \$258,452 | \$538,600 | \$716,500 | \$717,900 | \$757,700 |
| D&H Fleet Maint | \$ - | \$ - | \$0 | \$3,660 | \$51,661 | \$54,391 | \$60,547 | \$41,000 | \$53,000 | \$52,000 | \$74,700 | \$72,700 | \$68,100 | \$70,000 |
| | \$ 309,600 | \$ 309,600 | \$ 404,607 | \$ 416,778 | \$ 575,383 | \$ 646,627 | \$ 576,474 | \$ 559,700 | \$ 650,700 | \$ 610,600 | \$ 1,188,600 | \$ 1,406,622 | \$ 1,483,116 | \$ 1,600,410 |

Docks & Harbors Capital Improvement Projects

Section G, Item 5.

Aurora Harbor

- Phase III – Substantial Completion May 2024
- Phase IV – Permitting
- Harbor Office Recapitalization – Condition Assessment

Downtown Waterfront Improvements

- Archipelago Lot Development - Efforts for Phase II –On hold pending Museum
- Cruise Ship Berth Electrification Study – AELP – authority to proceed

Seawalk Improvements

- Seawalk Safety Handrails Project (\$1.1M) – Future

Statter Harbor Improvements

- For Hire Facility Phase III C Restrooms – Completed
- Auke Bay Marine Station Wave Attenuator - \$500K match FY24

Echo Cove

- ADFG – Robinson-Pittman spring funding

Taku Harbor

- ADFG – Dingell – Johnson FY25 CIP Funding

Wayside Float

- Dredging Permit & Report by PND - \$2M estimate

Douglas Harbor Light Improvement



Harris Harbor Security Gate



Statter Harbor Phase IIIC

Section G, Item 5.



Douglas Harbor Lighting

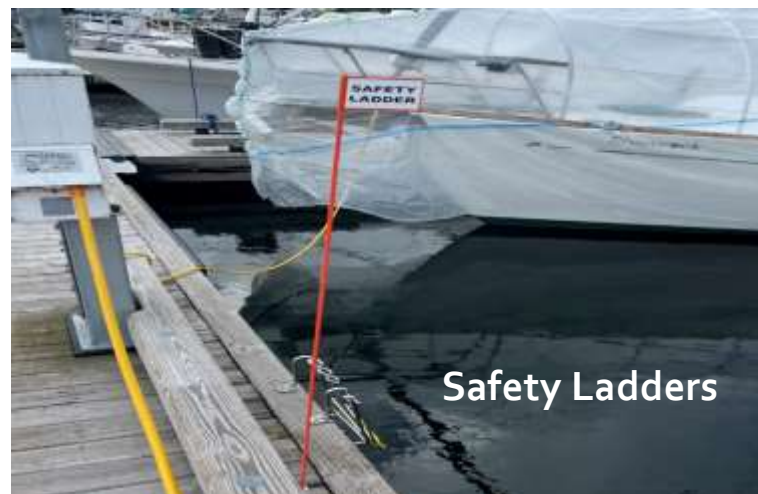


Questions

Auke Bay Wave Attenuator



Safety Ladders



Marine Park Deckover



Aurora Harbor Phase III



VESSEL DISPOSAL SURCHARGE AND VESSEL DISPOSAL COSTS

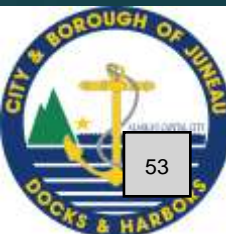
VDS EXPLAINED: 05 CBJAC 40.010

- ▶ (g) *Vessel salvage and disposal.*
 - ▶ (1) Prior to obtaining a moorage assignment pursuant to 05 CBJAC [40.035](#), 050, 055, or 065, the owner of a vessel must
 - ▶ (i) provide the Harbormaster with proof of current marine insurance showing, at a minimum, the owner's name, information identifying the vessel, and the dates of insurance coverage; or
 - ▶ (ii) pay a non-refundable moorage surcharge \$0.31 (2024) per foot per month.
 - ▶ (2) 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.
 - ▶ (3) This regulation does not relieve an owner from the responsibility to pay fees as set out in CBJ Ordinance [Title 85](#) or regulations adopted thereunder, and does not constitute marine insurance.
- ▶ **NOTE: This charge is only applied to stall holders, not transient vessels**



VDS COLLECTED:

- ▶ FY21: \$16,478.56
- ▶ FY22: \$17,847.67
- ▶ FY23: \$20,764.17
- ▶ FY24: \$6,366.27 (FYTD 12.04.23)
- ▶ Total over past 41 Months: \$ 61,456.67
- ▶ Amount spent disposing of four vessels in the past six months: \$81,652.02



WHERE DID THEY COME FROM?

- ▶ NORTHERN STAR- Statter Harbor Transient, Live Aboard, Uninsured
- ▶ HALANA- Statter Harbor Transient, Live Aboard, Uninsured
- ▶ AWNRE- Downtown Harbors Transient, Live Aboard, Uninsured
- ▶ HARMONY- Downtown Harbors, Stall Holder, Uninsured
- ▶ **Only one of these four vessels was paying VDS. (HARMONY)**



LIVEABOARDS IN TRANSIENT MOORAGE:

- ▶ It is the desire of the Docks and Harbors staff to limit liveaboard moorage to assigned stalls only.
- ▶ This will allow the tenant to have power in their own name as well as subject the vessel to insurance requirements/VDS charges.
- ▶ If the vessel is too large for available stalls, the Harbormaster will have to authorize the vessel to be used as a liveaboard in transient moorage.
- ▶ Current liveaboard vessels in transient moorage would be grandfathered and would only lose their status if the vessel changed hands or the individual moved off the vessel.



OPTIONS:

- ▶ Raise VDS to accurately reflect what it costs to dispose of a vessel.
- ▶ Require all uninsured vessels to pay VDS even if in transient moorage.
- ▶ Require uninsured vessels to pay daily rate.
- ▶ Limit/prohibit live aboard vessels in transient moorage.
- ▶ Assess VDS to all vessels, similar to fuel surcharges on shipping orders.
- ▶ Require all vessels to be insured.



JUNEAU HARBORS INFRASTRUCTURE FAIR

CBJ Docks & Harbors is seeking to engage with the community to receive feedback about on-going and upcoming projects.

Wednesday, April 3rd, 2024

5:30pm

Juneau Yacht Club

Projects: Aurora Phase IV, Aurora Drive-Down Float, Statter Breakwater Replacement, Dock Electrification, Echo Cove and Taku Harbors, Wayside Park Float, and more.

Who Should Attend: Commercial and Recreational Harbor Users, Community Leaders and Members, Entrepreneurs, Maritime/Regulatory Agencies, Trade Unions, Tribes.

Questions: Carl Uchytel, Port Director

Carl.uchytel@juneau.gov or (907) 586-0294

TITLE 85 WATERS AND HARBORS¹

Chapter 85.02 DOCKS AND HARBORS BOARD²

85.02.060 General powers.

- (a) Subject to state laws and City and Borough ordinances, the City and Borough Docks and Harbors Board shall generally exercise all powers necessary and incidental to operation of all port and harbor facilities in the public interest and in a sound business manner. In particular, and without limitation on the foregoing, the board shall:
- (1) Be responsible for the operation, development and marketing of municipally owned and operated ~~port and~~ harbors, including such facilities as boat harbors, ~~docks, ferry terminals,~~ boat launching ramps, and related facilities except as designated by the assembly by resolution. The Board shall additionally be responsible for the day to day operation and maintenance of the municipal cruise ship docks, but not for rate setting, scheduling or policy issues affecting the cruise ship industry or for issues related to the interface between industry and citizens of Juneau, including the impacts of tours.
 - (2) Adopt pursuant to CBJ 01.60 and enforce regulations necessary for the administration of the facilities under its management.
 - (3) Prescribe the terms under which persons and vessels may use the facilities and shall establish and enforce standards of operation.
 - (4) (A) Within the docks and harbors appropriation and in conformity with the rates of pay established for municipal positions of similar responsibility, establish, and may amend, the pay plan for harbor employees.
(B) The Docks and Harbors Department shall conform to the City and Borough Personnel Management Code, the City and Borough Personnel Rules, Personnel Classification Plan, and the manager's policies relating to personnel. The Docks and Harbors Department shall utilize the services of the Human Resources and Risk Management Department when hiring or terminating any employee, when responding to grievances, in labor agreement negotiation, and in substantial disciplinary matters. The City and Borough Human Resources and Risk Management

¹**Administrative Code of Regulations cross reference**—Docks and harbors, Part IV, Title 5.

Cross reference(s)—Boat harbor, CBJ Code § 03.30.052; building regulations, CBJ Code tit. 19; litter in lakes and fountains, CBJ Code § 36.30.060; land use, CBJ Code tit. 49; waterfront districts, CBJ Code § 49.25.250; wetlands management, CBJ Code § 49.70.1000 et seq.; recreation, parks and community centers, CBJ Code tit. 67; marine passenger fee, CBJ Code ch. 69.20.

²Charter reference(s)—Docks and harbors board, § 3.21.

State law reference(s)—Port facilities grants, § 30.15.010 et seq.; boat harbor, dike, jetty, and breakwater facilities, AS 35.10.090 et seq.

Director shall annually certify that the Harbor Department Classification Plan conforms to that utilized for employees of the manager.

- (5) Administer and dispose of City and Borough tideland, submerged land, and other land as provided by the assembly, subject to the following limitations:
 - (A) No sale, purchase, or trade of land shall be made without prior review by the assembly lands, housing, and economic development committee and approval by the assembly.
 - (B) Unless otherwise designated in advance by the assembly, any lease of land shall be limited to marine-related uses, and those uses accessory to tenancy on the boat harbor or use of the port.
 - (C) All land transactions by the board in accordance with this section shall be consistent with the land management plan.
 - (i) Land shall be leased as provided in title 53, provided that the provisions of section 53.20.020 relating to a declaration of availability and identification in the land management plan shall not apply.
 - (ii) For purposes of applying title 53 pursuant to this subsection (C), any action required by title 53 of the manager may be performed by the port director.
- (6) Shall administer the design and construction of all capital improvements on lands managed by the docks and harbors board unless otherwise specified by the assembly by resolution. The board may propose capital improvement projects to and apply for funding from state and federal agencies; provided, that such requests shall be subject to prioritization by the assembly with other municipal capital improvement funding requests prior to application for funds. The board shall, no later than November 30 each year advise the assembly of its recommendations for capital improvements to be included in the six-year capital improvement plan prepared by the manager.
- (7) (A) Shall enter into memoranda of understanding and similar agreements with public agencies for port or harbor purposes. Notwithstanding chapter 53.50, the City and Borough Docks and Harbors Board may negotiate and enter into contracts for goods and services; provided, that all legal services shall be provided by, or under the supervision of, the City and Borough Attorney, and further provided that all purchases shall be consistent with the requirements set forth in CBJ 53.50. All services provided by a City and Borough agency other than the City and Borough Attorney shall be pursuant to a memorandum of understanding or other instrument providing for payment or such other settlement as the manager and the board may approve.
- (B) Contracts for public improvements and, whenever practicable, other purchase of supplies, materials, equipment, and services, except professional services and services of officers and employees of the municipality, shall be subject to the competitive bidding and property standards and procedures established in chapter 53.50, provided that the board may, for all contracts, a class of contracts, or a particular contract, specify prior to issuance of a public solicitation that for purposes of applying chapter 53.50, all actions required thereby of the manager or the purchasing officer shall be performed by the port director, and provided further that any appeal of any protest of a contract so administered shall be from the bidding review board to the docks and harbors board and thereafter to the superior court.
- (C) All contracts and purchases exceeding \$100,000.00 shall require prior assembly approval.
- (b) *Private dock reservations.* The docks and harbors board is authorized to execute a reservation agreement for private docks with the following essential terms:
 - (1) *Scope.* The docks and harbors department may manage reservations, including moorage services, for any privately owned docks within the City and Borough of Juneau.

- (2) *Priority.* Docks and harbors shall prioritize reservations at municipally owned facilities.
- (3) *Compensation.* Docks and harbors shall receive fair market value for its services, which shall be determined by the docks and harbors port director.
- (4) *Liability.* The City and Borough of Juneau is not assuming control, maintenance, or responsibility of any of private property, including, but not limited to, vessels using a private dock or private docks and associated facilities. The City and Borough of Juneau is not responsible for the inability to make a reservation, reservation disruptions, reservation changes, market fluctuations, or vessel relocations.
- (5) *Public records.* All records received by the docks and harbors department related to public-private agreements are public records and subject to the Alaska Public Records Act and CBJC 01.70.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2006-06, § 4, 4-3-2006; Serial No. 2013-29, § 5, 1-6-2014, eff. 2-5-2014 ; Serial No. 2019-19, § 5, 7-22-2019, eff. 8-22-2019 ; Serial No. 2022-02, § 2, 2-7-2022, eff. 3-10-2022; Serial No. 2022-48(b) , § 3, 1-30-2023, eff. 3-2-2023)

~~85.02.065 Limitation on authority.~~

~~The Board of Directors of the City and Borough Docks and Harbors Board may commit the City and Borough to long-range port development or capital improvement plans or projects only as authorized in advance by the assembly by ordinance or resolution.~~

~~(Serial No. 2004-03b, § 2, 3-9-2004)~~

85.02.080 Port director designated; appointment.

The chief executive officer of the municipal port and harbors shall be the port director appointed by the City and Borough Docks and Harbors Board only upon the affirmative vote of a majority of the entire board. The port director serves at the pleasure of the board. For purposes of Chapter 44.05, the port director shall have the status of a department director. The board shall establish the compensation and benefits to be provided to the port director. Personnel actions regarding the port director, including hiring, evaluation, discipline, and termination, shall be after consultation with the city manager.

(Serial No. 2004-03b, § 2, 3-9-2004; Serial No. 2005-32(b), § 5, 10-10-2005)

85.02.090 Duties and responsibilities of port director.

- (a) The port director is responsible for the overall supervision and direction of the operation of the municipal port and harbors. The authority and duties of the port director shall include the following:
 - (1) To be responsible for carrying out all applicable laws, ordinances, rules and regulations.
 - (2) To be responsible for carrying out policies established by the board of directors.
 - (3) In consultation with the City and Borough Personnel Director and consistent with that utilized by other City and Borough departments, to prepare and submit a plan of organization and a job classification plan for the personnel employed in the docks and harbors department to the docks and harbors board for approval.
 - (4) To prepare an annual budget as required by City and Borough ordinance.

- (5) To select, employ, control and discharge all port and harbor employees and such other employees as the assembly by ordinance hereafter places under the supervision of the port director subject to the provisions of the City and Borough personnel ordinance.
- (6) To prepare such reports as may be required on any phase of harbor activity.
- (7) To attend all meetings of the board of directors and of standing committees except where otherwise authorized by the board.
- (8) To perform any other duty that may be necessary in the interest of the port and harbor area.
- (9) Consistent with the limitations of authority on cruise ship tourism in 85.02.060 A (1), the Port Director shall take direction from the City Manager.

(Serial No. 2004-03b, § 2, 3-9-2004)

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 use of ports and harbors, and facilities designated by the assembly by resolution.

(Serial No. 2004-03b, § 2, 3-9-2004)

Chapter 85.05 DEFINITIONS

85.05.010 Definitions.

Whenever the following words and terms are used in this title they shall have the meaning ascribed to them in this chapter, unless the context clearly indicates otherwise:

Aircraft means aircraft of every kind or description which is able to alight upon or take off from water.

Assembly means the assembly of the City and Borough.

Aurora Harbor means that area of tide and submerged lands south of Norway Point which was dredged and constructed as a boat basin by the United States Corps of Engineers in 1963 and 1964 together with its breakwater, jetty, dolphins, docks, wharves, floats, ramps, gridirons, utilities, approaches, and appurtenances.

Board and board of directors mean the docks and harbors board.

Boat harbor means all facilities and appurtenances of Harris Harbor, Aurora Harbor, the Douglas Harbor, and the Don D. Statter Harbor Facilities at Auke Bay, all additions and improvements thereto, and the waters of Harris Harbor, Aurora Harbor, the Douglas Harbor, the Don D. Statter Harbor Facilities at Auke Bay float and dock, the entrances and exits of Harris Harbor, Aurora Harbor, and the Douglas Harbor and municipal wharves.

Boats means all vessels, ships, boats, skiffs and watercraft of every kind and description, and aircraft using or present in the boat harbor. The essential element of a boat is that its purpose and use is navigation as a means of transportation.

City and Borough means the City and Borough of Juneau, Alaska.

Derelect means any boat moored or otherwise located in the boundaries of the Juneau boat harbor facilities which is forsaken, abandoned, deserted or cast away, or which by appearance gives evidence of being forsaken, abandoned, deserted or cast away, or which in the opinion of any recognized marine surveyor is unsound,

unseaworthy and unfit for its trade or occupation and which by any substantial evidence of neglect may be considered abandoned.

Douglas Harbor means that area of tide and submerged lands located north of the Bureau of Mines jetty which was dredged and constructed as a boat basin by the United States Corps of Engineers in 1962 together with its breakwater, jetty, dolphins, docks, wharves, floats, ramps, gridirons, utilities, approaches, and appurtenances.

Finger floats means numbered or lettered floats attached and connected to the master floats. All floats, now or hereafter installed, whether or not so connected with master floats, shall be suitably identified.

Float means a nonfixed pier.

Harris Harbor means that area of tide and submerged lands located between the Juneau-Douglas bridge and the University of Alaska Southeast Marine Technology Center which was dredged and constructed as a boat harbor by the United States Corps of Engineers in 1940, together with its breakwaters, dolphins, docks, wharves, floats, ramps, gridirons, utilities, approaches and appurtenances.

Houseboat means a dwelling built upon a barge, log raft or similar floating structure, constructed for habitation, and for which no other reasonable use appears or can be demonstrated.

Imminent danger of sinking means any condition where the lack of, or the failure of a pump or of power to the pump would materially contribute to the sinking of the vessel within 24 hours of such failure.

Master floats means the main or master floats reached by ramps from the dock or wharf approaches. All master floats shall be suitably identified.

Municipal wharves means Douglas Wharf, Juneau Fishermen's Terminal, Ferry Dock Wharf, Juneau Cold Storage Wharf, and the Alaska Steamship Wharf.

Port means those facilities located on the downtown waterfront, including the ferry terminal and lightering docks, which are not included under the term "boat harbor" and which are used for commercial purposes related to marine shipping, transportation, and tourism.

Port director means the duly appointed port director of the City and Borough.

The Don D. Statter Harbor Facilities at Auke Bay float and dock means those certain float and all facilities and appurtenances thereto, leased from the state, which are located in Auke Bay.

Transient vessel means any boat or vessel with a home port outside the City and Borough which has not occupied rented mooring space for more than 150 days.

(CBJ Code 1970, § 85.05.010; Serial No. 71-44, § 4, 1971; Serial No. 95-05am, § 5, 1995)

Cross reference(s)—Definitions generally, CBJ Code § 01.15.010.

ASSEMBLY COMMITTEE OF THE WHOLE WORKSESSION MINUTES

February 26, 2024 at 6:00 PM

Assembly Chambers/Zoom Webinar



Assembly Committee of the Whole Worksession

Public Testimony will only be taken during the Special Order of Business Public Hearing section.

<https://juneau.zoom.us/j/95424544691> or 1-253-215-8782 Webinar ID: 954 2454 4691

A. CALL TO ORDER

Deputy Mayor Michelle Hale called the meeting to order at 6:01p.m.

B. LAND ACKNOWLEDGEMENT

Assemblymember Ella Adkison provided the following land acknowledgement:

We would like to acknowledge that the City and Borough of Juneau is on Tlingit land and wish to honor the indigenous people of this land. For more than ten thousand years, Alaska Native people have been and continue to be integral to the well-being of our community. We are grateful to be in this place, a part of this community, and to honor the culture, traditions, and resilience of the Tlingit people. Gunalchéesh!

C. ROLL CALL

Assemblymembers Present: 'Wáahlaal Gídaag (Zoom), Christine Woll, Ella Adkison, Paul Kelly (Zoom), Wade Bryson, Alicia Hughes-Skandijs (Zoom), Greg Smith, Deputy Mayor Michelle Hale, and Mayor Beth Weldon.

Clerk's note: Due to technical difficulties mid-way through the meeting, the internet connection at City Hall was lost and became intermittent resulting in the loss of the Zoom participants approximately 30 minutes prior to the end of the meeting. Since there was still a quorum present at City Hall, those present completed the final work on agenda item 7 (Title 3 & Title 85 changes re: Tourism Office) and adjourned the meeting.

Assemblymembers Absent: *None*

Staff Present: City Manager Katie Koester, City Attorney Robert Palmer, Deputy City Manager Robert Barr, Municipal Clerk Beth McEwen, Deputy City Clerk Diane Cathcart, Tourism Manager Alix Pierce, Assistant Attorney Emily Wright, Assistant Attorney Sherri Layne, Superintendent of Schools Frank Hauser, Lands Manager Dan Bleidorn, Port Director Carl Uchytel (Zoom), Housing Officer Joseph Meyers (Zoom)

D. APPROVAL OF AGENDA

The agenda was approved as presented.

E. APPROVAL OF MINUTES

1. April 3, 2023 Assembly Committee of the Whole Draft Minutes
2. November 6, 2023 Assembly Committee of the Whole Draft Minutes (*corrected version*)

MOTION by Ms. Woll to approve the minutes of the April 3, 2023 COW meeting and the November 6, 2023 meeting with corrections as noted in the packet and asked for unanimous consent. *Hearing no objections, both sets of minutes were approved.*

F. SPECIAL ORDER OF BUSINESS - PUBLIC HEARING

Instructions for Public Participation

The public may participate in person or via Zoom webinar. Members of the public who do not wish to testify but would like to watch the proceedings live, can do so through the [CBJ YouTube Livestream](#). **Members of the public that want to provide oral testimony via remote participation must notify the Municipal Clerk prior to 4pm the day of the meeting by calling 907-586-5278 and indicating the topic(s) upon which they wish to testify.** For in-person participation at the meeting, a sign-up sheet will be made available at the back of the Chambers and advance sign-up is not required. Testimony time will be limited by the Mayor based on the number of participants. Members of the public are encouraged to send their comments in advance of the meeting to BoroughAssembly@juneau.gov.

The following ordinances were introduced at the February 23, 2024 Special Assembly meeting, scheduled for public testimony during this Assembly Committee of the Whole Meeting and set for final public hearing and Assembly action at the March 4, 2024 Regular Assembly meeting.

- 3. Public Hearing: Ordinance 2023-14(b)(AD) An Ordinance Providing for a One-Time Loan in FY24 to the Juneau School District for up to \$4.1 Million Dollars.**
- 4. Public Hearing: Ordinance 2023-14(b)(AB) An Ordinance Providing up to \$3,922,787 to the Juneau School District for Non-instructional Costs for FY24.**
- 5. Public Hearing: Ordinance 2024-01(b)(A) An Ordinance Providing up to \$1,650,405 to the Juneau School District for Non-instructional Costs for FY25.**

Public Testimony:

Mr. Neil Stichert, a resident of Mendenhall Valley and parent of two students in the Juneau school system, said he attended the School Board meeting last week. He noted the board made its final decision after midnight during the very early hours of the morning after a grueling 7 hour meeting. He said that boardmembers had stated that they had not met or meaningfully discussed some of the detailed aspects of all the options. He noted that at the same time the school board was meeting, the State House passed legislation affecting school finances and the Base Student Allocation (BSA) formula funding in real time that same night. He expressed concern about School Board members' demeanor, students, staff, teachers and members of the public were present and tensions were high and he feels the board made a decision under duress. He said that his sophomore attending Thunder Mountain has reported to him that they are already feeling the backlash of that decision in a Hunger Games style hostile environment. He spoke to the impacts the School Board's decision is having on the student body and that there is speculation flying around the community without a truly viable plan. He suggested the Assembly withhold or make a condition of the FY25 CBJ funding that the School Board provide a comprehensive analysis if the restructuring of the schools and how their recent decision will impact the student body. He said that he does not think the recent changes proposed by the School Board will have a chance to be implemented without significant impacts and a reduction in enrollment of our current student body.

Mr. Smith said that he listened to the 7 hour meeting and asked if Mr. Stichert if he heard about the plan that the School Board will be putting forward in the coming months.

Mr. Stichert said he did hear them discuss their proposed plan but that there is a lot to be figured out with respect to their proposal and he doesn't think JSD will be ready by August for all the proposed changes. He said the School Board is in a tremendously difficult position and suggests the Assembly hold open the FY25 component of the support that the Assembly hold that open until it is more fleshed out if at all possible.

Deputy Mayor Hale invited JSD Superintendent Frank Hauser to come forward and provide an update on the timeline of where they are with respect to the finances and planning process.

Superintendent Hauser reported that the Board of Education (School Board) met on Thursday February 22 and early Friday morning February 23, they made a decision on the school consolidation plan. He noted that tomorrow, Tuesday, February 27, they have a Special School Board Meeting to discuss the FY24/FY25 budgets. He said that during that discussion, they will be looking at enrollment numbers, the PTR (pupil/teacher ratio), staffing assignments, looking at the next steps for the preparation for next school year. They will be looking at the remainder of funding for FY24, including discussion on the ordinances currently before the Assembly, and how that ties into the FY25 budget. He said that the next regular meeting of the board is on March 7 and they will be having the first reading of the FY24 budget revisions as well as the FY25 budget in addition to the reduction in force plan – those will all be on for first reading. He said the second reading of those items will be on the March 12 School Board regular meeting. They are currently going through with staff to put all the pieces together, including those mentioned during public testimony. They are working on the transition as some students are already working on enrolling in courses for the next year so they are working on a combined course list for the classes going into next year. For staffing purposes, they are working on all things moving forward and hope to have additional information in the near future on what that will ultimately look like.

Deputy Mayor Hale reminded those who were participating in this meeting via Zoom, that the deadline to sign up to testify via Zoom was at 4pm today. She noted that anyone in the Assembly Chambers who wanted to testify could still sign up to do so. There being no further testimony at that time, she invited Manager Koester to provide an overview of the next agenda topic on Title 3/85 changes related to tourism.

G. AGENDA TOPICS

6. Title 3 Establishing a Tourism Office & Title 85 Duties of Docks & Harbors (D&H)

Manager Koester gave an overview of the two ordinances in the packet related to Title 3 (Tourism Office) and Title 85 (duties of the Docks & Harbors Board). She went through each section where there are proposed changes. She then answered a number of questions from Assemblymembers as related to the substantive changes in the ordinances.

Mr. Bryson asked how this ordinance change might impact the job description for the Tourism Manager?

Manager Koester said that following the VITF recommendations, they established a position in the Manager's office at a high level position that has been given the authority to negotiate on behalf of CBJ. The ordinance changes provide some more structure for the Manager to assign the Tourism Manager as the client department or the project manager for any project with substantial relationship to cruise ship tourism. She explained what that looks like logistically using the Engineering/Public Works model. In most instances, the Port Engineer will be the project manager but by adding this language to the code, it would give the Tourism Manager either the role of a client department or a co-project manager and they would have direct role in influencing and being part of that project. The Tourism Manager would not take over the role of the Engineer who has the expertise for those types of project but it does ensure the Tourism

Manager has a substantive seat at the table. Examples of the types of projects this would include are Dock Electrification, and Seawalk Expansion. She said that while these examples are docks and harbors focused, another example would be Eaglecrest as it expands into summer operations and that would be a nexus where they would want the Tourism Manager to have a seat at the table to help look at the broader community tourism aspects.

Mayor Weldon stepped away at 6:20 from the meeting for approximately 3 minutes during this presentation.

Manager Koester, going through the Title 85 ordinance, said that on page 1 of the ordinance, line 24, it is explicit as to the responsibilities of the D&H Board which is still responsible for boat launch ramps and harbors and still does maintenance of the docks as well. She said that this section clarifies what the D&H Board would NOT be responsible for which includes dock rate setting, scheduling or policy related to the cruise ship industry or interaction between the industry and the citizens of Juneau including the impact from tours.

Ms. Woll said that she is curious about what this will do to the rate setting process. She said that her understanding is that right now D&H proposes rate changes and the Assembly gets to either approve those or sends them back to D&H for reconsideration at a high level. She said that she agrees that may not serve the Assembly, given their goals, but she isn't sure what this change would mean in terms of a process moving forward as she sees that both entities have a key part to play with the rates.

Manager Koester provided a recent example of some miscommunication that had occurred with respect to dockage rates. The D&H Board had been working on their rates for both harbors and docks and brought forward a 9% proposed increase across the board to both. At that same time, the Manager's office had been in negotiations with the cruise industry about dockage rates and there was a misunderstanding as to who was charged with working on that task. Manager Koester said this ordinance change was to try to bring better alignment of the roles and responsibilities for each agency and moving forward, the Manager would bring those rates forward to the Assembly.

Ms. Woll asked Manager Koester what role the D&H board would have in that process.

Manager Koester explained that the Manager's office would consult with D&H on those but this ordinance doesn't mandate that so if the Assembly wants to have that formalized, that would need to be a change included in this ordinance. She then pointed to the section of the ordinance found on page 2 of the ordinance lines 4-10 and that provides increased communication between the Manager and the D&H Board as well as the Assembly.

Manager Koester then addressed the change to page 5 of the ordinance, lines 14 where it is repealing the language of 85.02.065 that currently reads: ***"Limitation on authority. The Board of Directors of the City and Borough Docks and Harbors Board may commit the City and Borough to long range port development or capital improvement plans or projects only as authorized in advance by the assembly by ordinance or resolution."*** Manager said that the reason for repealing this section is that if it were to be left in this code section, it means that the long range waterfront plan and any bigger capital improvement projects associated with the docks are something that the Assembly wants to give the Docks & Harbors Board direction to work on. She said that the reality is that, as she understands it, that is what the Assembly was wanting to do at the Assembly level long range planning so this ordinance change is to clarify those roles.

Mr. Smith asked Manager Koester what CBJ staff would work on those things, if that would be the Tourism Manager or someone else. Manager Koester said that would be as designated by the City

Manager. In case of long range planning, it would be the Tourism Manager. Notably, it is long term capital planning but not capital improvement projects as those are still under the D&H duties as found on page 3 of the ordinance, starting on line 23. Under that section D&H maintains control of the CIPs unless otherwise specified by the Assembly by resolution. She noted this does not remove the capital project management piece, it just specifies for bigger picture planning. She said the Seawalk is one instance that type of planning that crosses multiple departments and is greater than the impact on one small project and would be headed up by the Tourism Manager.

Ms. Hughes-Skandijis asked for clarification that this would remove all long term planning from the D&H but that they are managing the project at the project level. Manager Koester said that is correct and that what she is not saying is that they would be removed entirely from dock projects, they would still be involved in the dock projects, but they would just not be the lead department. In continuing her overview of the ordinance, Manager Koester noted that on page 6 of the ordinance, starting at line 21, it states that the Port Director shall take direction from the city manager or their designee on all things related to cruise ship tourism.

Manager Koester said that was the end of her of her formal overview of the ordinances but that Port Director Uchytel and D&H Chair Etheridge were also available to answer any questions the Assembly may have.

Mr. Smith asked who would be in charge of things if they were developing a port on the back side of Douglas, who would be dealing with that planning and if that would be the Tourism Manager. Manager Koester said that is a fairly large project that would have a number of departments involved including master planning and other work involved. She said that in the event there is a nexus with tourism, the Tourism Manager or Manager's designee such as a project manager from Engineering/Public Works would be involved. She explained that when she thinks of the backside of Douglas, she thinks of developing a port that would handle freight and something like that might be handled by Engineering or D&H. She spoke to a collaboration between those two departments when there are shared services involved.

Mr. Bryson asked if there was an end date or exit strategy for these changes. He said that while we may be moving in this direction now, will it still be necessary 10-20 years from now and would we even have a Tourism Director at that point. He asked if there would be something that would cause them to go away than what we are working on now. Manager Koester said that is a difficult question as it is presupposing future Assemblies and future budgets. She said that the underlying question is "Do we see this a temporary clarification of the roles and responsibilities of the D&H Board?" She said that she does not see it as temporary. She sees the community of Juneau struggling with managing tourism from a wholistic view which is beyond the docks and is complex problem solving. She sees a wide variety of factors having an influence as an economic reality that anything can happen to change our reality. There are so many unknowns but she doesn't see this as a temporary change.

Ms. Adkison said that seeing this as a significant change in the D&H staff roles and responsibilities, does Manager Koester anticipate any change in staff capacity, making some staff not necessary? Manager Koester said that she wants to be clear that the ordinance speaks to the roles, responsibilities, and duties of the board rather than staff. She said that obviously staff has to implement the will of the board but D&H spends a tremendous amount of time managing and securing the docks and there are major maintenance and operational duties for dock staff to continue as they have been. She said that the primary affect of this ordinance is in providing a seat at the table for the Tourism Manager.

MOTION by Mayor Weldon to ask the Assembly liaisons to bring these proposals to all the empowered boards and bring back their responses. Also moved to introduce the two ordinances at April 1 Regular Assembly Meeting and asked for unanimous consent.

Mayor Weldon asked D&H Chair Etheridge when their next meeting is being held. He said that it is scheduled for Thursday, February 29. Mayor Weldon invited members of the Assembly to attend that meeting to hear what the D&H Board thoughts are on these proposed ordinances.

Mr. Smith objected for purposes of a question for staff. He asked the Manager how they can make sure that there isn't an inordinate amount of work getting dumped onto the Tourism Manager and he asked what types of chains of command were in place to protect that position. Manager Koester noted that as far as workload is concerned, D&H staff would have a pivotal role in managing projects in Docks & Harbors both. She said it is a very professionally run department and she feels they can still maintain those duties and expectations.

Mr. Smith said that he has faith and thinks that the manager and D&H staff can work out the differences and he removed his objection.

At 6:47p.m. TECHNICAL DIFFICULTIES & LOSS OF INTERNET CONNECTIVITY CAUSED THE MEETING TO MOVE UP TO CONFERENCE ROOM 224 AND ZOOM CONNECTION COULD ONLY BE RESUMED INTERMITTENTLY.

Deputy Mayor Hale called for an at ease at the request of the Clerk to try to troubleshoot the connectivity. During the troubleshooting period, staff suggested that the meeting move upstairs to the City Hall Conference Room #224 to see if they could re-engage with those on Zoom. Clerk McEwen dialed into the Zoom feed from her phone to notify members of the Assembly and public participating on Zoom that they were trying to reestablish the feed to the live meeting. It was discovered that the internet connections for all of City Hall went down at that point.

At 7:03p.m. the meeting resumed in Room 224. There continued to be intermittent connectivity issues.

Deputy Mayor Hale invited a member of the public who came in late to testify on the ordinances that were up for public hearing at the beginning of the meeting.

Ms. Nanibah Frommherz, a student at Thunder Mountain High School, stated that she plays varsity basketball and cross country varsity and she thanked the Assembly for their time and thanked them for considering helping out the Juneau School District as it means a lot to her.

Ms. Woll thanked Ms. Frommherz for being at this meeting. She said that last Friday at its Special Meeting, the Assembly decided to have this public hearing on these ordinances but that they did not get a lot of public participation. She asked Ms. Frommherz, from her perspective, how we could get the word out better so that folks know about the decisions the Assembly will be making in the next week.

Ms. Frommherz said that she hears a lot about school board meetings from the school newsletter as well as from Instagram. Deputy Mayor Hale thanked Ms. Frommherz for coming to testify.

Deputy Mayor Hale stated that since there was still a quorum of members present in City Hall Room 224 that we would proceed with the remainder of the meeting to finish up this one agenda item and all other agenda items would be taken up at a later meeting.

AMENDMENT #1 by Ms. Woll to direct the City Attorney to draft language in Ordinance 2024-10vCOW1 (Amending Chapter 85.02) to include language that Docks and Harbors would be consulted for any rate changes prior to them coming to the Assembly.

When asked what portion of the ordinance that language would fall under, Ms. Woll said that it would likely fall in the General Powers section and she asked the City Attorney to use his judgement on where it would be best to include that language. City Attorney Palmer asked Ms. Woll if she would approve him making a similar change to Ordinance 2024-04vCOW1 (Amending Chapter 03.15) to mirror that language in both ordinances for clarity. Ms. Woll said that would be acceptable to her and she asked for unanimous consent. *Hearing no objection, that motion passed by unanimous consent of those present in the room.*

AMENDMENT #2 by Ms. Woll to restore the language on page 5 of Ordinance 2024-10vCOW1, lines 14-18 that was removing 85.302.065 as noted above. Objection by Mayor Weldon for purposes of a question.

Mayor Weldon asked the City Attorney to speak to the removal of that language and the consequences if it were restored. Attorney Palmer explained that if that language were left in the ordinance, it conveys that the Assembly is giving the Docks and Harbors Board the authority and direction to commit CBJ to long range port development or CIP projects unless they are explicitly directed not to.

Ms. Woll said the intent of her amendment is that in her mind, this should be a collaborative process and she would be happy to work with the Attorney on crafting other language for this section. **After hearing additional clarification from the City Attorney and other Assemblymembers stating that they supported the removal of that section from the ordinance, Ms. Woll withdrew her Amendment #2.**

Mayor Weldon said that the Assembly will be the primary decision maker for any long range port development and CIP projects related to tourism and that they will consult with the D&H Board.

Deputy Mayor Hale asked for any further discussion on the main motion as amended. Hearing no further discussion, the main motion, as amended by Amendment #1, passed by unanimous consent.

Deputy Mayor Hale noted that due to the continued lack of internet connection, the remaining items on the agenda as noted below would be taken up at a future meeting.

- 7. Resolution 2986 A Resolution Repealing and Reestablishing the Assembly Rules of Procedure.**
- 8. Resolution 3022 A Resolution adopting Guidelines for the Juneau Affordable Housing Fund.**
- 9. Downtown City Office Space - Verbal Update**

H. STAFF REPORTS

I. NEXT MEETING DATE: March 11, 2024, 6:00p.m.

J. SUPPLEMENTAL MATERIALS

K. ADJOURNMENT

Deputy Mayor Hale adjourned the meeting at 7:16p.m.