



SPECIAL ASSEMBLY JOINT MTG. 2023-28 WITH DOCKS & HARBORS BOARD AGENDA

December 18, 2023 at 6:00 PM

Assembly Chambers/Zoom Webinar

<https://juneau.zoom.us/j/95424544691> or 1-253-215-8782 Webinar ID: 954 2454 4691
Immediately followed by Committee of the Whole Worksession

A. CALL TO ORDER

B. LAND ACKNOWLEDGEMENT

We would like to acknowledge that the City & 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

D. AGENDA TOPICS

1. **Joint Meeting with the Docks & Harbors Board Introductions**
2. **Roles and responsibilities of the Tourism Manager and the Docks and Harbors Board**
3. **Assembly/Board Communications**
4. **Project Updates from Port Director**
5. **Docks & Harbors Annual Report to Assembly 2023**

E. PUBLIC PARTICIPATION

F. SUPPLEMENTAL MATERIALS

G. ADJOURNMENT

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



City and Borough of Juneau
City & Borough Manager's Office
155 Heritage Way
Juneau, Alaska 99801
Telephone: 586-5240 | Facsimile: 586-5385

TO: Mayor Weldon and Assembly
FROM: Katie Koester, City Manager
DATE: December 18, 2023
RE: Assembly/ Docks and Harbors Board Joint Meeting

The purpose of this memo is to provide an opportunity to clarify the roles and responsibilities of the Tourism Manager and the Docks and Harbors Board.

At the November 28 COW the City Manager broached the topic of aligning roles and responsibilities of the Tourism Manager, who is under the City Manager, and the Docks Enterprise, currently under the Port Director. Clarification of the roles and responsibilities of each would help advance the goals of the Visitor Industry Task Force (VITF). The Docks and Harbors board has a more direct focus on the infrastructure and maintenance of the facilities, which they do very well, while the Tourism Manager is more broadly engaged with managing the impacts of visitors – which are often felt far beyond the docks.

At the [July 14, 2023](#) Committee of the Whole meeting, City Manager Watt presented the Assembly with organizational and structural recommendations on how to advance priorities set by the VITF. His recommendation was to establish the duties of the Tourism office under Title 3 (Administration) and make corresponding changes to Title 85 (Waters and Harbors) to clarify the City Manager (through the Tourism Manager) is responsible for tourism policy, rate setting, scheduling and policy issues affecting the cruise ship industry and issues related to the interface between industry and citizens of Juneau. The Docks and Harbor Board would maintain responsibility for day-to-day operations and maintenance of the municipal cruise ship docks, but would not weigh in on issues related to cruise ships and the visitor industry impacts more broadly. The Assembly and City Manager, through the tourism office, would provide direction and administer funds for large-scale dock infrastructure improvements, and Docks and Harbors would be responsible for construction, in consultation with other CBJ departments.

Manager Watt took revisions to Title 85 to the Docks and Harbors board at the August 31 and September 20, meetings. The Board debated proposed changes, and a draft response, but has not finalized comments. Further direction from the Assembly, and an opportunity for the Board to pose their questions, would help the Board and staff advance this topic so an ordinance can be introduced to the Assembly.

Recommendation: Discuss and provide staff and board direction:

Does the Assembly want Docks and Harbors to be involved in Dock policy as it relates to the visitor industry?



Port of Juneau

155 Heritage Way • Juneau, AK 99801
(907) 586-0292 Phone • (907) 586-0295 Fax

From: Carl Uchytel
Port Director

To: Assembly

Thru: (1) Docks & Harbor Board
(2) City Manager

Date: December 6th, 2023

Re: FY2023 Review - Docks & Harbors Operations

1. In accordance with 85.02.045, *Docks and Harbors Board shall, no later than November 30th each year, provide the assembly with a written review of docks and harbors department operations during the preceding fiscal year. The review shall include fee schedules, revenues by source, operating expenditures, customers served, and any recommended amendments to the Downtown Waterfront Development Plan.* The Docks & Harbors Board reviewed this letter at its November 30th meeting.
2. The FY23 end-of-year financial report shows each enterprise operating with positive cash flow.

End of FY23	Harbor Enterprise	Docks Enterprise
Revenue	\$5,854,525	\$3,239,700
Expenditure	\$3,725,941	\$2,342,500
Debt Service	\$683,500	none
FY23 Net	\$1,445,100	\$897,200
CIP Transfer	\$750,000	none
Fund Balance	\$2,942,400	\$2,569,700

Graphic representation of historic Port Enterprise and Harbor Enterprise budgetary information is provided in enclosure (1). As a reference point, Docks & Harbors manages nearly \$400M in capital assets throughout its infrastructure portfolio.

3. The CY23 cruise ship season was a record year with 1,646,862 passengers arriving to Juneau. This was a 29% increase over the prior year.

Cruise ship passenger counts

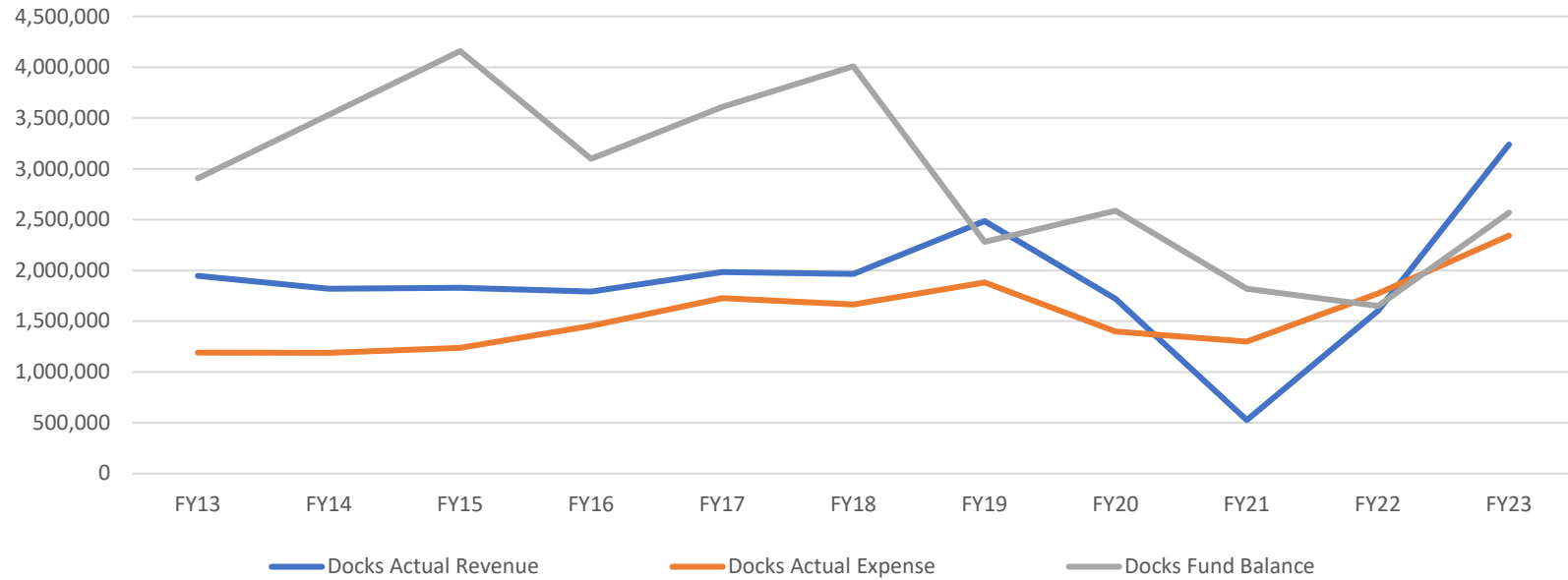
	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Large Cruise Ships	940,447	944,239	965,731	992,092	1,046,587	1,118,897	1,273,741	0	114,114	1,167,194	1,638,902
Small Cruise Ships	5,459	10,216	11,426	8,727	8,658	9,729	10,112	36	7,263	8,549	7,960
Total	945,906	954,455	977,157	1,000,819	1,055,245	1,128,626	1,283,857	36	121,377	1,175,743	1,646,862

4. The fee schedule, as required under 85.02.045 for FY24, is attached as enclosure (2). After Doc held outreach patron meetings and the requisite public hearing, the Assembly approved amendments to twenty-six regulations relating to fees on November 6th, 2023. Each of these fees will be increased 9% effective January 2024, with the exception of small boat harbor moorage which will be phased-in 3%, 3% and 2.8% over consecutive new calendar years.
5. Docks & Harbors has been engaged in several capital improvement projects in FY23.
 - a. Statter Harbor Phase III (For Hire Commercial Float and associated uplands). A contract was awarded to Dawson Construction for \$1.5M to construct restrooms (men/women/family) and covered shelter in the Statter Harbor bus staging area which was completed in June. The men and women bathrooms will be secured for the winter but the family bathroom will remain open year-round.
 - b. Marine Park Deckover. CBJ Engineering completed the design efforts and then transferred the bidding/construction management to Docks & Harbors for execution. In April, this \$2.5M project was successfully completed by Trucano Construction on time and on budget.
 - c. Aurora Phase III. After securing a \$2M matching ADOT Municipal Harbor Grant in 2022, Docks & Harbors awarded a \$4.25M contract to Trucano Construction in April. Construction of “H Float” for sixty-foot vessel slips and transient moorage will be completed by June 2024.
 - d. Aurora Phase IV. The 2022 1% Sales Tax Initiative has provided Docks & Harbors with \$5M available in local matching funds to compete for the current year ADOT Harbor Grant funding. If the grant funding is approved by the Legislature and Governor, Aurora IV could be awarded in fall 2024.
 - e. Docks & Harbors continues to work closely with AELP to advance Assembly goals to electrify the CBJ owned cruise ship docks. As a prerequisite, AELP has received the authority to proceed with purchasing the necessary infrastructure to upgrade the load tap changer transformer to the Franklin Dock Substation. A status update to the Assembly was provided in an August 31st memo.
6. In May 2023, Docks & Harbors submitted a FY23 MARAD (US Maritime Administration) Port Infrastructure Development Program (PIDP) grant for \$11.25M to construct an Aurora Harbor drive down float, similar to the one at the Auke Bay Loading Facility (ABLF). Local match was not required for this grant application; however, the Docks & Harbors Board committed \$500K to supplement our submission. Though the application was strong, we were notified in October that we were unsuccessful.
7. CBJ tideland property, managed by Docks & Harbors, was sold to Hansen-Gress with a closing date of October 31st for \$118,500. This 4,177 sf parcel was leased to the building owner (formerly Juneau Electronics). The sale was required to allow Hansen-Gress to complete an exterior renovation project.
8. In June, CBJ completed negotiations with UAS/UA Lands Director to secure the leased waterfront property from UAS between Harris and Aurora Harbors, commonly referred as Juneau Fisheries Terminal. The new lease rent for the 2.8 acre property is \$100,000 annually. The appraised fair market value for this lease property would be \$230K annually. In consideration for the lower lease rent, CBJ agreed to provide educational benefits including services provided by Docks & Harbors, Parks & Recreation, Transit and Eaglecrest.
9. Although not required under code, Docks & Harbors has completed installation of self-rescue ladders at each of its four harbors. At the request of harbor patrons, Docks & Harbors will be installing a security gate into Harris Harbor and adding security parking lot lights at Douglas Harbor.
10. Docks & Harbors is most appreciative of support from the Assembly, especially support for the 9% rate increase. The Assembly’s commitment will enable Docks & Harbors to continue to prosper with needed infrastructure improvements as well as keeping future rate increases to a modest level.

Encl:

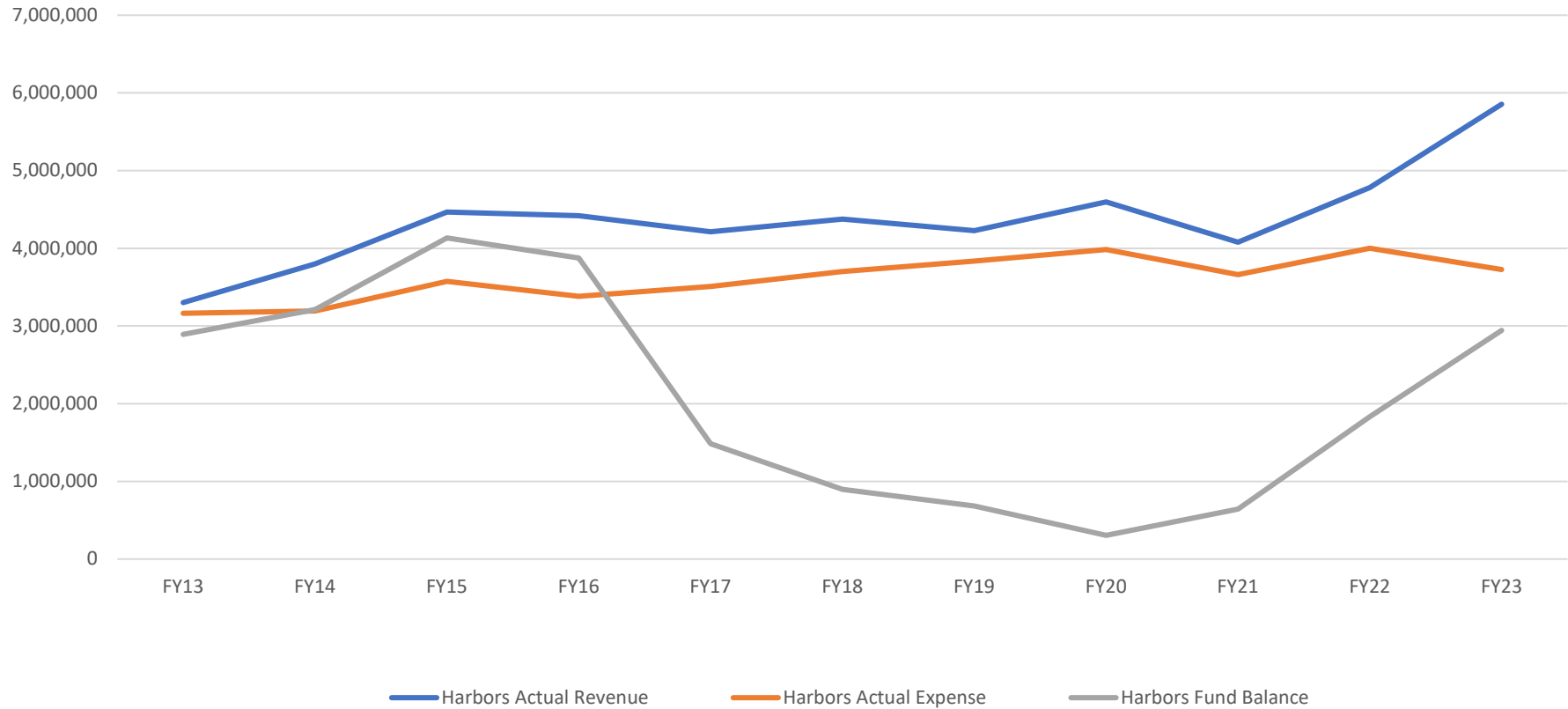
- (1) Budgetary Graphs (Docks Enterprise & Harbors Enterprise)
- (2) FY2023 & FY2024 Fee Schedule

Docks Overview

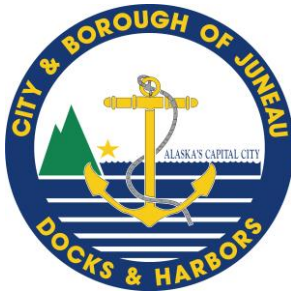


	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Docks Actual Revenue	1,946,900	1,820,000	1,828,400	1,792,800	1,983,100	1,964,484	2,485,900	1,718,800	526,000	1,603,300	3,239,700
Docks Actual Expense	1,189,800	1,188,500	1,238,600	1,454,100	1,727,600	1,663,167	1,881,100	1,399,100	1,297,800	1,772,700	2,342,500
Docks Fund Balance	2,907,240	3,531,061	4,159,525	3,098,254	3,609,037	4,009,076	2,279,623	2,586,600	1,818,000	1,649,800	2,569,700

Harbors Overview



	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Harbors Actual Revenue	3,301,200	3,800,400	4,466,300	4,418,400	4,213,000	4,374,735	4,227,700	4,597,600	4,076,700	4,783,000	5,854,525
Harbors Actual Expense	3,163,500	3,195,000	3,574,700	3,380,634	3,507,112	3,702,155	3,834,900	3,983,100	3,661,100	4,000,600	3,725,941
Harbors Fund Balance	2,893,416	3,210,757	4,133,190	3,874,843	1,485,483	895,149	682,000	305,000	642,500	1,833,800	2,942,400



DOCKS & HARBORS
155 S. Seward St.
Juneau, AK 99801
(907) 586-5255 tel
(907) 586-2507 fax
www.juneau.org/harbors

Section D, Item 5.

FY24 Moorage Rates

DOUGLAS, HARRIS AND AURORA HARBORS		
	Effective thru June 30, 2023	Effective July 1, 2023
Skiff	\$314.70 per calendar year	\$340.19 per calendar year
Daily	61¢ per foot	66¢ per foot
Calendar Month	\$4.60 per foot	\$4.97 per foot
Bi-Annual (July 1 – Dec 31) & (Jan 1 – June 30) Annual (July 1 – June 30)	5% discount on 6-month advance payment 10% discount on 12-month advanced payment	5% discount on 6-month advance payment 10% discount on 12-month advance payment
INTERMEDIATE VESSEL FLOAT AND PORT FIELD OFFICE FLOAT		
Daily (Oct 1 – Apr. 30)	61¢ per foot	66¢ per foot
Monthly (Oct 1 – Apr. 30)	\$4.60 per foot	\$4.97 per foot

STATTER HARBOR		
	Effective thru June 30, 2023	Effective July 1, 2023
Skiff	\$314.70 per calendar year	\$340.19 per calendar year
Daily	61¢ per foot	66¢ per foot
Calendar Month	\$7.66 per foot	\$8.28 per foot
Bi-Annual (July 1 – Dec 31) & (Jan 1 – June 30) Annual (July 1 – June 30)	5% discount on 6-month advance payment 10% discount on 12-month advanced payment	5% discount on 6-month advance payment 10% discount on 12-month advance payment

INTERMEDIATE VESSEL FLOAT (IVF)/STATTER HARBOR BREAKWATER RESERVATIONS		
	Effective thru March 31, 2023	Effective April 1, 2023
Reservations (May 1 – Sept 30)	Fishing Vessels \$1.50	\$1.62 per foot per day
	Other Vessels <65' \$3.00	\$3.24 per foot per day
	Other Vessels ≥ 65' \$5.00	\$5.40 per foot per day
	Other Vessels ≥200' \$3.00	\$3.24 per foot per day

VESSEL DISPOSAL SURCHARGE

	Effective thru June 30, 2023	Effective July 1, 2023
Fee applied to vessels that do not have insurance	\$.26 per foot	\$.28 per foot

Residence Surcharge

Effective July 1, 2023		
Per Month	\$78.24 + \$26.08/person above four persons	

- A 5% City & Borough of Juneau sales tax may apply to all fees
 - Rates subject to be adjusted by CPI annually

Launch Ramp Rates

Section D, Item 5.

Effective July 1, 2023

Recreational – Calendar Year (includes Kayaks) Matching registrations are required to obtain two additional permits. Please see 05 CBJAC 20.060 – Recreational Boat Launch Fees.	\$102.06 \$5 per additional permit
Recreational – Day	\$17.00
Commercial – Calendar Year	\$283.49 per trailer
Commercial – Day	\$34.02
Freight Use – Commercial	Up to 1 hour \$60 Over 1 hour \$30 for each additional hour

Parking Rates

Douglas, Harris, Aurora Harbors	Free w/ permit (permits available at Aurora Harbor office, current vehicle registration required)
Statter Harbor – Summer (May, June, July, August, September)	\$1 per hour/\$5 per calendar day
Statter Harbor – Winter (October through April)	Free w/permit (permits available at Statter Harbor office, current vehicle registration required)
Downtown Taku Lot - Summer	\$2 per hour/3 hour limit

Shorepower

Connection Type	Daily Fee
20 amp (120V, 1 phase)	\$6.29
30 amp (120V, 1 phase)	\$9.44
50 amp (208V, 1 phase)	\$26.23
100 amp (208V, 3 phase)	\$90.21
100 amp (480V, 3 phase)	\$207.70

Connection Type	Summer Liveaboard Monthly	Summer Non-Liveaboard Monthly
20 and 30 amp	\$94.41	\$56.65
50 amp	\$188.82	\$113.29
100 amp/208 volt	\$440.58	\$264.35

Connection Type	Winter Liveaboard Monthly	Winter Non-Liveaboard Monthly
20 amp	\$125.88	\$75.53
30 amp	\$169.64	\$100.70
50 amp	\$314.70	\$188.82
100 amp/208 volt	\$755.28	\$440.58

Services Provided

Power

Potable water (Year round downtown and Statter A&B Floats)
Restrooms (Aurora Harbor, Harris Harbor & Statter Harbor)
Showers (Harris Harbor & Statter Harbor)
Free Sewage pump-out (Aurora, Douglas, Harris, and Statter)
Sewage pump-out cart available at Aurora Harbor & Douglas Harbor
Harris Harbor Grid (Fee: \$1.14 per foot per day)
Please make Grid reservation at Aurora Harbor Office



DOCKS & HARBORS

Section D, Item 5.

155 Heritage Way
Juneau, AK 99801
(907) 586-5255 tel
(907) 586-2507 fax
www.juneau.org/harbors

FY24 Moorage Rates

DOUGLAS, HARRIS AND AURORA HARBORS		
	Effective thru December 31, 2023	Effective January 1, 2024
Skiff	\$340.19 per calendar year	\$370.81 per calendar year
Daily	66¢ per foot	.72¢ per foot
Calendar Month	\$4.97 per foot	\$5.12 per foot
Bi-Annual (July 1 – Dec 31) & (Jan 1 – June 30) Annual (July 1 – June 30)	5% discount on 6-month advance payment 10% discount on 12-month advanced payment	5% discount on 6-month advance payment 10% discount on 12-month advance payment
Intermediate Vessel Float and Port Field Office Float		
Daily (Oct 1 – Apr. 30)	66¢ per foot	.72¢ per foot
Monthly (Oct 1 – Apr. 30)	\$4.97 per foot	\$5.25 per foot

STATTER HARBOR		
	Effective thru December 31, 2023	Effective January 1, 2024
Skiff	\$340.19 per calendar year	\$370.81 per calendar year
Daily	66¢ per foot	.72¢ per foot
Calendar Month	\$8.28 per foot	\$8.53 per foot
Bi-Annual (July 1 – Dec 31) & (Jan 1 – June 30) Annual (July 1 – June 30)	5% discount on 6-month advance payment 10% discount on 12-month advanced payment	5% discount on 6-month advance payment 10% discount on 12-month advance payment

INTERMEDIATE VESSEL FLOAT (IVF)/STATTER HARBOR BREAKWATER RESERVATIONS		
	Effective thru December 31, 2023	Effective January 1, 2024
Reservations (May 1 – Sept 30)	Fishing Vessels \$1.62	\$1.77 per foot per day
	Other Vessels <65' \$3.24	\$3.53 per foot per day
	Other Vessels ≥ 65' \$5.40	\$5.89 per foot per day
	Other Vessels ≥200' \$3.24	\$3.53 per foot per day

Residence Surcharge

Effective January 1, 2024

Per Month	\$85.28 + \$28.43/person above four persons	
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Launch Ramp Rates

Section D, Item 5.

Effective January 1, 2024

Recreational – Calendar Year (includes Kayaks) Matching registrations are required to obtain two additional permits. Please see 05 CBJAC 20.060 – Recreational Boat Launch Fees.	\$111.25 \$5 per additional permit
Recreational – Day	\$18.53
Commercial – Calendar Year	\$309.00 per trailer
Commercial – Day	\$37.08
Freight Use – Commercial	Up to 1 hour \$60 Over 1 hour \$30 for each additional hour

Parking Rates

Douglas, Harris, Aurora Harbors	Free w/ permit (permits available at Aurora Harbor office, current vehicle registration required)
Statter Harbor – Summer (May, June, July, August, September)	\$1 per hour/\$5 per calendar day
Statter Harbor – Winter (October through April)	Free w/permit (permits available at Statter Harbor office, current vehicle registration required)
Downtown Taku Lot - Summer	\$2 per hour/3 hour limit

Shorepower

Connection Type	Daily Fee
20 amp (120V, 1 phase)	\$7.41
30 amp (120V, 1 phase)	\$11.29
50 amp (208V, 1 phase)	\$30.90
100 amp (208V, 3 phase)	\$106.30
100 amp (480V, 3 phase)	\$244.73

Connection Type	Summer Liveaboard Monthly	Summer Non-Liveaboard Monthly
20 and 30 amp	\$112.25	\$66.75
50 amp	\$244.73	\$133.49
100 amp/208 volt	\$519.13	\$311.48
100 amp/480 volt	\$1,223.67	\$726.78

Connection Type	Winter Liveaboard Monthly	Winter Non-Liveaboard Monthly
20 amp	\$148.33	\$89.00
30 amp	\$199.88	\$118.66
50 amp	\$370.81	\$222.48
100 amp/208 volt	\$889.94	\$519.13
100 amp/480 volt	\$2,076.53	\$1,201.42

Services Provided

Power

Potable water (Year round downtown and Statter A&B Floats)
Restrooms (Aurora Harbor, Harris Harbor & Statter Harbor)
Showers (Harris Harbor & Statter Harbor)
Free Sewage pump-out (Aurora, Douglas, Harris, and Statter)
Sewage pump-out cart available at Aurora Harbor & Douglas Harbor
Harris Harbor Grid (Fee: \$1.24 per foot per day)
Please make Grid reservation at Aurora Harbor Office