

MANAGER'S REPORT TO THE ASSEMBLY



AUGUST 8, 2023

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Borough Manager's Report to the Assembly

Meeting of August 7, 2023

Community Health and Safety

Promote a Clean and Safe Community

➤ Emergency Operations Plan Rewrite Progress Report

Progress on the Emergency Operations Plan (EOP) rewrite is well underway under the coordination of Chief Rydeen. Last week, the committee successfully identified potential risks to the community and decided on the document's format. Before the actual rewrite commences, the committee has one final meeting scheduled with Katmai Solutions.

Katmai Solutions, the organization involved in the process, has estimated that the first draft of the updated EOP will be ready for review by the Local Emergency Planning Committee (LEPC) in September. Following the LEPC's review, it is projected to be presented before the Assembly in November.

To support Chief Rydeen's efforts during this process and as the Borough develops its Emergency Management (EM) program, he has applied for a \$20,000 grant. This grant will help offset his wages while dedicating time to Emergency Manager duties. Additionally, the amount the Borough requests in the grant for the following year will depend on the total time Chief Rydeen spends on Emergency Manager work. Since the exact cost for this time is uncertain, it poses a challenge in determining the appropriate amount to request in the grant.

➤ Roosevelt and Franklin Road Distribution Main Replacement Phase I Project is Moving Through the Congressionally Directed Spending Request Process

On July 27th, the Manager's Office received positive news from Senator Murkowski's office regarding the Congressionally Directed Spending request for the Roosevelt and Franklin Road Distribution Main Replacement Phase I project. This project has successfully made it out of the Interior Appropriations subcommittee with an allocation of \$1.5 million, a significant step towards its inclusion in the final spending bills. The importance of the initiative and its potential positive impact on the local community are detailed below.

Background: The Roosevelt and Franklin Road Distribution Main Replacement Phase I project aims to address the pressing issues of aging mains in this area that feed the entire South Tongass Water Utility, for which failures have occurred on multiple occasions in the past ten years. Pipe failure renders it impossible to continue distributing water to the system, which compounds the loss of hundreds of thousands of gallons of treated water during each main failure. High flow exiting the pipe during each failure reduces system pressures at upper elevations of the service area to the point where backflow from private properties may risk a human health event.

Successful Allocation: The successful advancement of the Roosevelt and Franklin Road Distribution Main Replacement Phase I project through the Interior Appropriations subcommittee represents a significant achievement. The allocation of \$1.5 million towards this essential initiative marks a crucial step forward in resolving the water main issues that have plagued the Roosevelt/Franklin Road area.

Community Impact: The proposed project's successful funding allocation holds the promise of improving the overall quality of life for residents in the affected area. By eliminating failing water mains, the initiative seeks to minimize leak frequency and loss of water. Moreover, the project will help enhance the overall efficiency of the water system, benefiting the community in the long run.

Future Outlook: While the specific timeline for considering the spending bills by Congress as a whole remains uncertain, we remain optimistic. The Borough anticipates receiving more information in September regarding the progress and next steps in the funding process. Continuous efforts and communication with relevant authorities will be crucial to ensure the successful inclusion of the Roosevelt and Franklin Road Distribution Main Replacement Phase I project in the final spending bills.

Forest Park Drive Wastewater Main Replacement Funding Request: It is worth noting that the \$3.84M Congressionally Directed Spending request submitted for the Forest Park Drive Wastewater Main Replacement project did not make it through the Appropriations Committee. While this represents a setback for that specific project, the successful advancement of the Roosevelt and Franklin Road Distribution Main Replacement Phase I project demonstrates the Borough's ability to secure funding for essential initiatives.

➤ [Water Main Break and Successful Repair at Teddy Lane](#)

On the evening of July 12, staff received an alert about a potential water main break at the terminus of Teddy Lane, leading to water leakage into a neighboring property. After immediate action, staff inspected the area and confirmed the presence of a water main leak.

On July 13, the water main was exposed, revealing two copper services and a plastic piping service saddled to the 8" ductile iron main, approximately 16" apart on center. The apparent cause of the leak was determined to be galvanic corrosion resulting from the interaction between the copper and ductile iron main. Staff had previously been monitoring signs of excess water generation but had been unable to locate the source of the issue. The situation was further aggravated by hydrant flow testing conducted by the South Tongass Water and Fire Department, which likely exacerbated the existing leak, causing a 2" long and 3/16" wide rupture in the pipe.

On July 13, in response to the ongoing leak filling the excavation area, staff informed customers that water service would be disrupted. To ensure a temporary solution, staff promptly banded the pipe, which helped contain the leak and avoid further water loss. This temporary measure was implemented to allow the procurement of materials required for a complete replacement.

On July 14, staff once again terminated water service to customers in the affected block to carry out the replacement of the failed segment of piping. The repair work was successfully completed, and services were reinstated by late evening on the same day.

On July 17, staff remobilized to complete the backfilling and re-grading of the excavation site. This final step ensured that the area was restored to its original condition, minimizing any disruptions caused during the repair process.

➤ **Mountain Point WWTP Basin #2 Cleaned**

Starting in early July, staff undertook maintenance and repairs in basin #2 at the Mountain Point Wastewater Treatment Plant (MPWWTP). This report highlights the process, challenges, and accomplishments during the maintenance period, as well as plans for further work in the coming weeks.

Staff initiated the process of draining down basin #2 at the MPWWTP. The procedure involved restricting the flow to the opposing basin, basin #1. To manage waste activated sludge effectively, staff pressed as much sludge as possible, considering the constraints of shipping container delivery frequency to transit the waste south. By July 13th, staff successfully maintained the levels just above the aerators to minimize odor emissions, contributing to a healthier living and working environment.

During the maintenance process, staff observed that accumulated sand, grit, and gravel had covered approximately 75% - 85% of the slots between the primary and secondary chambers. Prompt action was taken following the Teddy Lane incident. The vactor truck was deployed to remove the accumulated debris and sludge. Five trash bags filled with hair and rag clumps were placed in the shipping container, earmarked for disposal at Republic Services' Roosevelt Landfill in Washington state.

Taking advantage of the empty basins, staff proceeded to replace the waste sludge line. Upon inspection, it was discovered that the segment lying above the primary chamber had corroded to the point of being unusable. The replacement was essential to ensure the plant's continued smooth operation and to prevent any potential disruptions in the waste disposal process.

Looking ahead, staff has planned to drain down the remaining basin, basin #1, in the coming weeks. This will facilitate thorough cleaning and allow for other necessary repairs. It is anticipated that accumulated debris in basin #1 will be less built up compared to basin #2, given its more recent cleaning.

Vibrant Economy

Maintain and Grow a Diverse Economy

➤ OceansAlaska July Update

Recently, staff provided the Assembly an update regarding the necessity of OceansAlaska to relocate from their current location at the Saxman Seaport due to the Three Bears' harbor project and the potential for the construction of an Alaska Marine Highway System (AHMS) ferry dock and terminal. As there were no objections from the Assembly to this Manager's Report item, staff intended to provide written authorization for OceansAlaska to relocate to an area on Prince of Wales Island. Subsequently while reviewing their loan agreement, staff determined that formal approval of the Assembly is required for OceansAlaska to relocate outside of the Borough.

Since the last Assembly meeting, staff has been in communication with OceansAlaska about their move to Prince of Wales Island. While they have been proactive in ensuring that the move will be done in a safe and secure manner, they do not yet have an agreement in place for the moorage of their marine lab facility. Once staff is provided with a formal agreement for the moorage of their facility, an agenda item will be placed in front of the Assembly authorizing the Borough Manager to allow for the relocation of OceanAlaska's marine lab facility.

While OceansAlaska continues to seek out moorage opportunities within the Borough, they have been unsuccessful in doing so up to this point.

The OceansAlaska July 2023 operational report is attached.

Transportation

Deliver a Seamless Transportation Network for Resident and Non-Resident Air Travelers and Transit Patrons

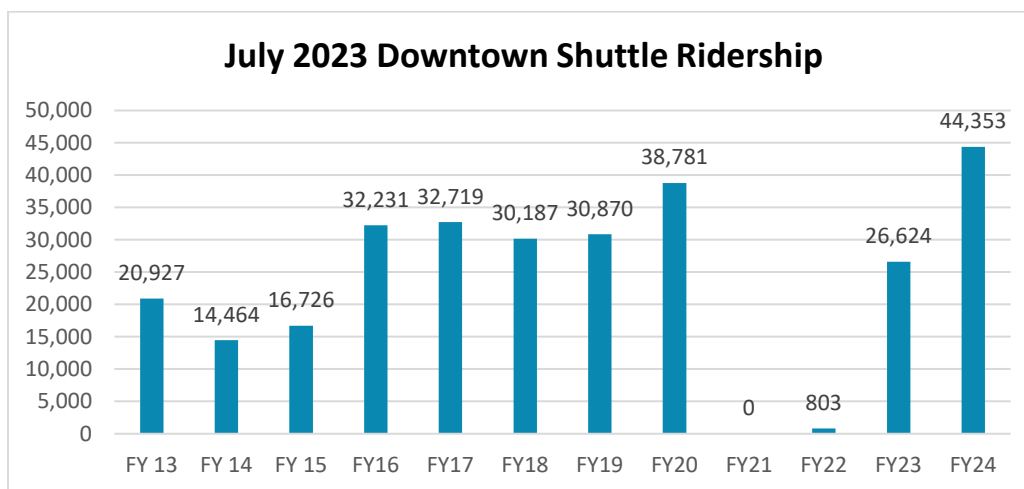
➤ Ketchikan International Airport Celebrates its 50th Anniversary

On Friday, August 4th, we celebrate the momentous 50th anniversary of the Ketchikan International Airport. It was on that day, back in 1973, that the first commercial flight touched down in Ketchikan, marking the airport's beginnings. Since its inception, Ketchikan Gateway Borough has been responsible for operating and managing the airport.

Ketchikan Gateway Borough and the Alaska Department of Transportation & Public Facilities are nearing the completion of the master operating lease. Once finalized, this lease will ensure that the Borough continues to operate and manage the airport for the next 55 years, securing a bright and stable future for this vital transportation hub.

➤ **July has Proven to be the Highest Ridership Month EVER for Transit!**

Transit accomplished an impressive milestone by providing 73,491 rides, surpassing the previous record of 71,274 rides set in August 2015. Meanwhile, the Downtown Shuttle had a remarkable July as well, recording 44,353 rides, which exceeded the previous record of 38,781 rides set in July of 2019.



➤ **Transit Participation in the 2023 Clean Transportation Leadership Roundtable**

Transit Manager, Stephanie Bushong has been invited to speak at the 2023 Clean Transportation Leadership Roundtable, happening Sept. 13 at The Lakefront Anchorage. This one-day event, hosted by [Launch Alaska](#) and the [Center for Transportation and the Environment](#), focuses on opportunities and innovations surrounding low- and zero-emissions transportation, with a special emphasis on battery electric and hydrogen vehicles. Ms. Bushong along with peer agencies around the state will participate in a panel discussion around Battery Electric Vehicle Use Cases in Alaska.

This is an excellent opportunity ahead of the Ketchikan Battery Electric Bus project kick-off for staff to share how Ketchikan got to where it is, the process from project idea to funding and learn from others around the state what is and is not working for Alaskan communities regarding Battery Electric vehicles and infrastructure.

To ensure her participation, all travel expenses related to this event have been requested to be reimbursed through Alaska RTAP. However, in the event that travel costs are not approved, the Transit Manager will actively seek alternative means to be part of this significant roundtable.

For questions about Ketchikan’s Battery Electric Bus Project please visit our website at <https://www.kgbak.us/1021/Battery-Electric-Bus-Project> or email the Transit Department at transit@kgbak.us.

➤ Ward Cove Pilot Transit Service Began Saturday, August 5th

After months of work with Alaska Department of Transportation and Public Facilities on permitting Transit has now started a pilot transit service to The Mill at Ward Cove from 7:00 am- 7:00 pm- 7 days a week through October. At this time, only Silver Line South will serve The Mill at Ward Cove location, and all Silver Line North stops will remain on Tongass Highway.

The primary aim of this pilot transit service is to assist residents of the Malaspina, employees, as well as tourists accessing the Mill at Ward Cove. In an effort to encourage ridership, for the duration of this pilot transit service, all Southbound stops as shown in the map below (on the orange line) will be Free to the passenger, paid for with CPV funds. Operationally, this will ensure that boarding can happen quickly and have the smallest impact on the current Silver South schedule.

Throughout the duration of the pilot transit project Borough Transit staff will closely evaluate ridership, schedule adherence, and gather public input as part of the upcoming Transit Development Plan to determine 2024 service.



➤ **Alaska Department of Transportation and Public Facilities Gravina Access Project Update**

- **Revilla/Gravina New Ferry Berths:**
Work continues on the new ferry berths. Pile driving work is wrapping up on Gravina. Vehicle bridges have been installed on both Revilla and Gravina and piling welding modifications are underway on Revilla as a result of non-conforming weld work done prior on the project. Electrical work on the berths as well as hydraulic ramp lifting equipment installation is scheduled to start soon. The contractor has stated that both new berths will be completed this October. The refurbishment project of the existing berths will be postponed while the department performs design and scope changes to the original project. This delay will require the department to re-bid the project which will push project completion out at least another year.
- **Passenger Waiting Facility:**
The two automatic sliding entrance doors finally arrived and are installed. AKDOT is working on a corrective measure to address a settling issue that affected the seismic joint ramp assemblies in front of the building. The settling caused the ramps to separate from the joint which could cause a potential pedestrian tripping hazard. New seismic joint covers will be installed which will be designed for a more pedestrian friendly application. We anticipate that the new building will open to the public in October which could hopefully coincide with opening the new Revilla ferry berth.
- **Gravina Layup Berth & Freight Facility:**
Electrical and Plumbing work continue on the new dock. Crews will be installing a new rubber tire fender system on the outboard face of the dock. It was found that the original fender system that was installed would not hold up with the large vessels that are expected to use the dock. The new tire system will be substantially stronger and should hold up well for years to come.
- **Pay By Plate AKDOT&PF & Ventec Inc.:**
We have requested that AKDOT&PF start the procurement process with Ventec Inc. for the Pay by Plate and Citation system and are currently waiting to proceed.

➤ **Airport Ferry**

During a routine inspection of the M/V Oral Freeman on Monday, July 24th, a failure in one of the two hydraulic steering rams for the #2 rudder was discovered. As a result, the ferry had to be taken out of service to facilitate the necessary repairs. Dedicated staff worked diligently, and by the next morning, the repairs were successfully completed.

Following the repairs, the vessel underwent a thorough inspection and received approval from both the United States Coast Guard (USCG) and relevant authorities. Consequently, the M/V Oral Freeman was deemed fit for service once again and promptly resumed its operations.

➤ **Airport Statistics June 2023**

AIR CARRIER	THIS MONTH			YEAR TO DATE		
	2023	2022	%	2023	2022	%
INBOUND PASSENGERS	17780	16316	9%	60256	52458	15%
OUTBOUND PASSENGERS	15106	14393	5%	54998	48166	14%
TOTAL	32886	30709		115254	100624	

AIRPORT FERRY	THIS MONTH			YEAR TO DATE		
	2023	2022	%	2023	2022	%
TOTAL PASSENGERS	45856	41421	11%	185459	165622	12%
TOTAL VEHICLES	12279	12062	2%	57893	54284	7%
TOTAL	58135	53483		243352	219906	

With the first half of the year behind us, the airport is showing substantial increases over last year.

➤ **Congressionally Directed Funding Request Moves Forward for Ketchikan Airport Passenger Bridge Project**

Management is pleased to announce that the Ketchikan Airport Passenger Bridge project has successfully passed out of subcommittee, with an allocation of \$1.8 million. The Phase A Development Plan, which addresses many of the existing issues and includes the addition of a second passenger boarding bridge, is set to improve passenger access, comfort, and safety at the airport.

Funding Approval and Next Steps: Senator Murkowski's office informed the Borough that the bill containing funding for the Ketchikan Airport Passenger Bridge has made significant progress and passed out of the subcommittee. While the process will extend into the fall, this approval marks a significant step forward, providing the necessary financial support to advance the project.

Phase A Development Plan Overview: The Phase A Development Plan is the initial stage of the project, designed to address the primary concerns and lay the groundwork for further enhancements. Key to these improvements is the addition of a second passenger boarding bridge. This crucial addition will have a positive impact on passenger experiences, enhancing access, comfort, and safety during boarding and disembarking processes.

The approval of \$1.8 million in funding for the Ketchikan Airport Passenger Bridge project is a significant achievement, thanks to the efforts of Senator Murkowski's office. As the Borough proceeds with the Phase A Development Plan, considerable improvements are anticipated for

passenger access, comfort, and safety. The airport's enhanced facilities will undoubtedly contribute to a better travel experience for all, and staff eagerly await the positive changes that lie ahead.

Quality of Life

Provide Programming and Services that Support a High Quality of Life, including but not limited to Culture, Recreation and Education

➤ Ketchikan Parks and Recreation Sets New Records in FY2023

The Ketchikan Parks and Recreation Department has achieved unprecedented milestones, surpassed all expectations, and set new records in revenue and participant usage during FY2023.

Unprecedented Revenue Milestone: This fiscal year has been an extraordinary journey of growth, dedication, and community spirit. Thanks to the unwavering support of our patrons and the hard work of our exceptional team, we have achieved a remarkable and never before seen revenue milestone of \$1,055,978! This impressive figure not only speaks volumes about our center's success but also highlights the trust and confidence our community has placed in us.

Record-breaking Participant Usage: But that's not all! We are thrilled to share that an astounding total of 188,757 participants have utilized our facility and services during FY2023. This significant increase in user engagement showcases the positive impact that Ketchikan Parks and Rec has on the lives of countless individuals, families, and groups in our community.

Continual Growth and Improvement: To put this incredible achievement into perspective, in FY2022, we recorded a revenue of \$842,452 with 157,174 users. The fact that we have managed to exceed these already impressive numbers by such a substantial margin demonstrates our commitment to continual improvement and providing unparalleled experiences for everyone who walks through our doors.

Gratitude to the Community: None of this would have been possible without the support and enthusiasm of the Ketchikan community. We extend our deepest gratitude to each and every one of you for choosing the Ketchikan Parks and Recreation as your go-to destination for recreation, fitness, and fun. Your presence and patronage have been the driving force behind this phenomenal accomplishment.

Looking Ahead: As we celebrate these extraordinary achievements, we remain committed to the well-being and happiness of our community. We are excited to continue growing and expanding our offerings to better serve you in the future. Together, we will make the coming years even more extraordinary, fostering a thriving community and promoting healthy lifestyles.

➤ FY2024 Parks Projects Underway for Public Works

With the start of FY2024, staff is excited to initiate design work on several essential projects. We are committed to creating and improving recreational spaces that cater to the diverse needs and interests of our community. Through collaboration with design professionals and the support of our patrons, we aim to develop vibrant, inclusive, and accessible recreational facilities that will bring joy and well-being to all. We look forward to the successful completion of these projects and the positive impact they will have on our community's recreational opportunities. The following projects are underway:

1. Rotary Beach Playground and Uplands Improvements: Corvus Design has been tasked with identifying the preferred playground design for the Rotary Beach facility and designing accessibility improvements throughout the area. The focus is on creating a safe, inclusive, and enjoyable playground experience for visitors of all ages and abilities.

2. Skate Park Roof Replacement: In March 2023, Tongass Engineering, LLC identified unsuitable columns installed by Ketchikan Youth Initiatives for the Skate Park Roof. In response, staff has issued a Request for Proposals for a Design-Build contract to address this issue. The aim is to select a qualified contractor for the project, with the award expected during the first meeting of September.

3. Site Specific Parks Design: FY2024 budget allocation includes design funds for improvements at two existing Borough recreation facilities: Lund Street Tot Lot and South Point Higgins Beach. These improvements will revitalize the facilities and offer enhanced recreational experiences for the community. Additional funding was allocated to design a playground in Forest Park and a day use beach park at Mountain Point. However, these projects will only become new Borough parks after the Assembly has adopted them as designated recreation parcels.

Organizational Excellence

Provide High Quality, Responsive, Transparent and Innovative Services in an Efficient and Cost-Effective Manner

➤ White Cliff Building Financial Analysis Update

During the Borough Assembly's meeting on June 5, 2023, a comprehensive report detailing the "History of the sale, lease, and purchase of the White Cliff Building" was presented. During this meeting, it was announced that a thorough financial assessment, outlining the expenses incurred by the Borough in maintaining ownership of the White Cliff Building, would be provided in a forthcoming session.

However, due to staff turnover within the Finance Department, the completion of the financial review has been postponed and is now expected to take place later in the fall.

➤ Denali Commission Grants Awarded for Borough Projects in FY2024

We are pleased to announce that the Denali Commission has awarded grants for both projects submitted by the Borough for FY2024. While the awarded amounts were slightly less than requested, this funding represents a significant step forward for the Borough's initiatives. The grants of \$30,000 for the Parks Master Plan – Trail (requested \$50,000) and \$50,000 for the Loring Dock Stabilization Design (requested \$100,000) will enable the Borough to commence the essential design phases of these projects.

With the Denali Commission's support, the Borough is eager to make substantial progress on both the Parks Master Plan – Trail and Loring Dock Stabilization Design projects. The commencement of the design phase is a significant milestone, and the Borough will continue its efforts to secure additional funding to fully realize these projects.

➤ Mountain Point Subdivision Sale Update

Within the Manager's Report dated June 5, 2023, staff provided an update on year to date land sales. At that time, the Assembly was notified that 18 lots in the Mountain Point Subdivision had sold for \$130,950. These 18 lots were previously part of an agreement which expired on February 8, 2023 between the Borough and Harlan Heaton. Below is a timeline describing the events that took place, that ultimately led to the sale of the 18 parcels:

06/05/2017: **R2719** Adopted – Declaring 18 parcels in the Mountain Point Subdivision as Surplus; authorizing the disposal thereof; and establishing a listing price and an over-the-counter sales process (18 lots were to be sold all together to a single buyer, not individually sold).

09/05/2017: **R2732-A** Adopted – Authorizing the Borough Manager to execute an agreement for the sale of the 18 properties located in the Mountain Point Subdivision for \$180 to Harlan Heaton.

12/04/2017: **R2747** Not Adopted/No Action Taken – Agreement for the purchase and sale of real property and escrow instructions for the sale of the 18 properties located in the Mountain Point Subdivision. Motion adopted to abandon the sales process outlined in **R2719** & **R2732A** and direct staff to prepare an agenda item for discussion of lands and development at the upcoming (2018) policy session.

12/18/2017: *Reconsideration of the Sale of the 18 Properties Located in the Mountain Point Subdivision* – Submitted by Assembly Members Bradford and Pierce

- Motion to reconsider approved; motion to reintroduce **R2747** “to abandon the sales process as outlined in R2719 & R2732A, and to direct staff to prepare an agenda item for discussion of land sales and development at the upcoming policy work session” failed.
 - Motion to reintroduce **R2747** “with the amendments proposed by Mr. Heaton regarding the replat costs paid by Mr. Heaton; removal of the SAD requirements; access right of way through his lot; and encourage staff to participate in the process.” – **MOTION CARRIED**

01/15/2018: **R2747A** Adopted – Agreement for purchase and sale of real property and escrow instructions for the sale of the 18 properties located in the Mountain Point Subdivision.

12/03/2018: During public comment, Mr. Heaton provided a report of the Mountain Point land sale project and history of his pending purchase of the lots. Mr. Heaton asked the Assembly to 1) pass a resolution supporting the completion of the project; 2) Place the project on the February 2019 Legislative Fly-In agenda; 3) Place the project on a wish-list for \$1 million grant funding.

12/17/2018: **R2795** Adopted – Calling on the AMHT to facilitate the sale of AMHT properties in the Mountain Point Subdivision, in support of the development of needed housing opportunities for Alaska residents. (This Resolution was requested by Assembly members Dial and Westergard)

12/09/2019: **R2831** Adopted – Urging the AMHT Land Office and DNR to place for auction lots in the Mountain Point Subdivision in support of the development of additional housing in Ketchikan.

03/09/2020: During Public Comment, Mr. Heaton provided an update on the process of attempting to purchase lots in the subdivision and expressed frustration about the process. Mr. Heaton Suggested a resolution be sent to the Governor, DNR, and AMHT.

09/07/2021: During Public Comment, Mr. Heaton described discussions with the AMHT in pursuing the AMHT Land Office lots, his discussions with DNR, and appraisal values. He reported on a negotiated sale with the AMHTLO in May 2021, his agreement with the Borough to purchase borough and AMTLO lots and provide easements to the borough through his property, and another bidder outbidding him for the 11 lots. He noted the next step was an outcry auction between himself and other bidders on August 7 and requested the Assembly to direct staff to draft an agreement to reflect the mutual agreement for the sale of borough lots and the needed right-of-way to project the Seawatch homeowners.

10/19/2021: Citizen Request to modify an agreement to allow the purchase of 18 Borough owned lots – Submitted by Mr. Heaton. (During public comment Mr. Heaton provided a history of his agreement)

04/25/2022: During Public Comment, Mr. Heaton discussed the agreement that included his option to purchase 18 Borough lots in the Mountain Point subdivision.

08/15/2022: **R2953** Adopted – Requesting DNR transfer into Borough ownership the Green Spaces inside the Mountain Point Subdivision.

09/06/2022: Amendment to Agreement for the purchase and sale of Mountain Point Subdivision Parcels **MOTION FAILED** (Condition requiring Heaton to purchase AMHT parcels removed, and accelerated Heaton conveyance of Heaton public access and utility easement)

11/07/2022: Citizen Request (Heaton) to Amend the Mountain Point Land Sale Agreement. **MOTION CARRIED.** Directing staff to bring back a proposed amendment substantially similar to the amendment considered at the 09.06.2022 Assembly meeting.

11/21/2022: Approval of Amendment to February 2018 Borough Agreement with Harlan Heaton. **MOTION FAILED** (Heaton shall convey a public access and utility easement)

02/08/2023: Expiration of 2018 agreement for purchase and sale of 18 lots in the Mountain Point Subdivision.

05/31/2023: The Planning Department receives correspondence from Patrick and Kathryn Currall dated 05.23.23, stating their “written expression” to purchase to the group of parcels defined in R2719.

05/31/2023: Planning Department receives check dated 5.24.23 from Patrick Currall in the amount of \$130,950 for 18 lots in the Mountain Point Subdivision.

06/06/2023: Quitclaim deed signed by KGB staff.

➤ **FY 2023 Community Grants Cycle Concludes**

Friday, June 30th marked the end of the FY 2023 Community Grants Program. Fourth quarter reports and any outstanding reimbursement requests were due to staff by July 31st. At the time of the Manager’s Report publishing, the all grantees had submitted their fourth quarter reports:

- Alaska Legal Services Corporation
- Boys & Girls Club of Saxman
- Catholic Community Services
- First City Homeless Services
- First City Players
- Grow Ketchikan
- Ketchikan Area Arts & Humanities Council
- Ketchikan Committee for the Homeless
- Ketchikan – Gero Kanayama Exchange Program
- Ketchikan Humane Society
- Ketchikan Pride Alliance
- Ketchikan Reentry Coalition
- Ketchikan Theatre Ballet
- Ketchikan Wellness Coalition
- Ketchikan Youth Court
- Love In Action
- Rendezvous Senior Day Services
- Salvation Army
- Southeast Alaska Independent Living
- Special Olympics Alaska – Ketchikan Community
- UAS Testing Center
- Women In Safe Homes

Grantee applications, quarterly reports, and the Grant Committee’s scoring sheets (starting in FY 2024) can be reviewed at the following link: <https://www.kgbak.us/DocumentCenter/Index/410>

Historical reporting compliance from FY 2020 through FY 2023 can be viewed here: <https://www.kgbak.us/DocumentCenter/View/11328/Community-Grants-Reporting-History---FY20-Present>

FY 2024 grant agreements were distributed to their respective recipients beginning in the mid of July. Staff will continue to provide quarterly updates throughout FY 2024 on each grantee's reporting compliance.

➤ **Animal Protection Services Update**

In July the Animal Protection received reports of animal bites on 5 separate occasions, all of which were responded to within four hours of being received. Additionally, the department received a total of 229 service and patrol requests, of which 3 percent were received after regular business hours. The after-hours requests did not meet the criteria for after-hours emergencies and were followed up on the next day.

To view additional case status data, see the Animal Protection Statistics Report.

➤ **Code Enforcement Update**

In July, Code Enforcement received seventeen (17) calls for service and issued two (2) citations.

To view additional case status data, see the Code Enforcement Statistics Report.

➤ **Human Resources Recruitment Efforts**

Jackson Pool joined the Finance Department as the Accountant and Talya Stek joined the Planning Department as the Associate Planner.

The Borough is currently recruiting for the following positions:

FULL-TIME/FULL-BENEFITS

Lifeguard (\$22.67/hr.)

Director of Planning and Community Development (\$119,745-\$130,936 annually)

Law Enforcement Officer- Airport (\$37.19/hr.)

Firefighter/EMT (S. Tongass) (\$28.25-\$29.98/hr.)

Engineering Technician- Public Works (\$35.17-\$37.88/hr. DOE)

Animal Protection Officer (\$22.67-\$23.36/hr.)

Maintenance Laborer- Airport (\$22.67-\$25.16/hr.)

PART-TIME/SEASONAL/TEMPORARY

Assistant Recreation Leader (Summer Camp) (\$15/hr.)

Bus Washer (\$19/hr.)

Kennel Attendant/Downtown Ambassador (\$19/hr.)

Parks Laborer (\$19/hr.)

Lifeguard / Swim Instructor (\$16/hr.)

Temp Full-time Seasonal Driver (\$25.50) **Summer Incentive Bonus*

Temp Part-time Seasonal Driver (\$25.50) **Summer Incentive Bonus*