



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: April 1, 2021

RE: **Estimate of Costs to Open Berth III Restrooms**

By report dated March 24, 2021, my office and Acting Port & Harbors Director Mark Hilson advised the City Council of our intent to open the Berth III restrooms this season. Councilmembers Zenge and Flora have both requested a cost estimate of providing staffing to monitor the restrooms. Attached is an email from Mr. Hilson providing a cost estimate of \$75,000 to open the restrooms seven days a week from April 12 to September 30, 2021, between 8:00 a.m. and 8:00 p.m. Funding for Port staffing and janitorial services to monitor and maintain the restrooms has been included in the 2021 Port budget.

Karl Amylon

From: Karl Amylon
Sent: Tuesday, March 30, 2021 5:28 PM
To: Mark Hilson
Subject: Re: B3 Restroom costs

Mark,

Thanks. Enjoy the sunshine.

Karl

Sent from my iPhone

On Mar 30, 2021, at 5:07 PM, Mark Hilson <MHilson@city.ketchikan.ak.us> wrote:

Hi Karl! Greetings from sunny Hawaii!

This is tricky to estimate without some assumptions. Figuring no large cruise ships and what small ships are scheduled now, the remaining port security costs could be attributed to opening bathrooms. It would cost about \$75k to have port security dedicated to the berths (bathrooms) from 8am to 8pm from April 12 to September 30. Without getting too far into the weeds, that's 2 people per day with an overlap. And that is in addition to port security for the small cruise ships on the the schedule (about a \$10-15k effort).

We have an adopted budget, so hopefully the CC doesnt want to go down this path. But if they do, maybe one approach to consider would be for them to tell us what we have to spend and we will open them as much as we can.

Mahalo!

Mark

Sent from my Verizon, Samsung Galaxy smartphone