



TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: April 27, 2021

RE: **Plan for Placement of Portable Restrooms on the Port for the 2021 Visitor Season**

At its meeting of April 15, 2021, the City Council directed staff to pursue the use of portable restrooms on the Port of Ketchikan for the 2021 visitor season in lieu of opening the Berth III restrooms. Attached for City Council review is a memorandum from Acting Port & Harbors Director Mark Hilson summarizing how Port & Harbors Department staff intend to follow through on direction provided by the City Council beginning May 7, 2021. The City Council should note that the placement of the portable restrooms at the corner of the Berth III pavilion is different from the Berth I/Berth II area as was previously suggested by Mayor Sivertsen. The placement of the portable restrooms at Berth III was based on increased security and the ability to physically secure them to the Port.

Unless the City Council directs otherwise, my office intends to authorize the Acting Port & Harbors Director to proceed as outlined in his memorandum of April 23, 2021.



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MEMORANDUM

TO: Karl Amylon, City Manager

FROM: Mark Hilson P.E., Acting Port and Harbors Director

CC: Lacey Simpson, Assistant City Manager
Hamish Struthers, Port Operations Supervisor

DATE: April 23, 2021

SUBJECT: Port Portable Restrooms for the 2021 Visitor Season

At the regular City Council meeting on April 15, 2021, a motion was passed to direct staff to install two portable restrooms on the Port throughout the 2021 visitor season. The two restrooms, one Americans with Disabilities Act (ADA) accessible and one standard with a sink, will be rented from Tyler Rental. Tyler Rental will also clean the bathrooms twice a week, with additional cleaning as the budget allows. The intention is to place them on the outside corner of the Berth III pavilion under the view of existing cameras, lock them at night and secure them to the port in the hopes of minimizing vandalism. The portable restrooms will be open from 8:30am to 4pm until May 24, 2021 when the seasonal night harbormasters start. The night harbormaster shift will open the portable restrooms approximately 7am to 9pm every day until the end of September. Unless we hear otherwise we intend to start this operation May 7th, 2021.

May through September costs to rent these units with additional cleanings will be at least \$10,000. We will monitor the expenditure and how well the operation is performing and keep you informed of any issues.

Attachments:

Photos of Portable Restrooms and proposed location



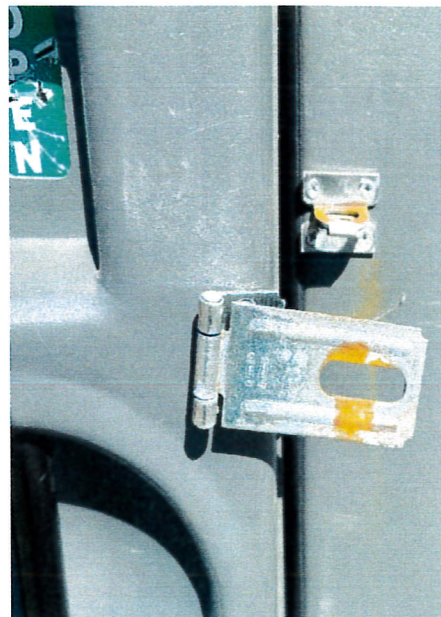
Standard With A Sink



ADA Accessible



Standard Hasp



ADA Hasp



Location of Portable Restrooms

Discussion of Opening Berth III Restrooms for the 2021 Visitor Season and Funding Associated Port Security Staff – Councilmember Gass

Councilmember Gass said at the end of the day we as a Council have to find ways to make serious cuts because Ketchikan is not going to have a 50% Cruise season for 2021. He indicated he understands the funding for this is coming from the Port Fund, but that fund is also going to be short, and he can't see spending that kind of money to have two people monitor a restroom. He said he has heard concerns similar to this from the community, but he did have a couple say they would like to see it open. He stated per Councilmember Zenge we can rent from a local contractor two portable bathrooms for \$4,000 for the remainder of the season and save the City \$71,000.

Councilmember Zenge said for clarification the portable bathrooms alternative was the work of Mayor Sivertsen. She said sometimes it is ok to say no, and felt that \$75k is too much. She stated she liked the portable bathroom alternative.

Councilmember Kiffer said he agreed with comments made by Councilmembers Gass and Zenge. He said particularly in light of the Ketchikan Visitors Bureau restrooms also being open for the community for a large portion of the time. He felt in a more robust time he didn't see a problem having them open, but the City really doesn't have the money at this point.

Councilmember Bradberry said she agreed with the comments made by other Councilmembers tonight. She felt there were plenty of other places in that area that people could use.

Councilmember Gage also agreed with the other Councilmembers, and couldn't see spending that kind of money right now.

Mayor Sivertsen said he looked into other options, and some of the businesses in that area are ok with people using their facility, but there are some who are not. He informed in regards to the portable bathrooms there is a contractor in town who rents those out. He said one of the portable bathrooms would be ADA to meet those requirements, and the other would be a regular sanity-can with a sink. He indicated the monthly rent for both would be \$700, and that comes with one service per week. He said to have them serviced twice a week it would be \$875 per month. He understands this is not an ideal solution, noting the cost for five months would be \$4,375 for the twice a week service. He indicated they would have to be secured, and suggested putting a camera in the area where they are placed as a deterrent for possible vandalism and to see how regularly they are being used. He suggested the placement be down where Berth I and Berth II come together.

Moved by Bradberry, seconded by Kiffer the City Council not approve opening the Berth III restrooms for the remainder of the 2021 visitors season.

Moved by Bradberry to amend the motion with the consent of the seconder to add "outside of normal circumstances".

Main Motion as amended passed with Gass, Zenge, Flora, Kiffer, Gage, Bergeron and Bradberry voting yea.

Moved by Kiffer, seconded by Bradberry to have staff look into obtaining one handicap accessible and one regular with a sink portable bathrooms, a twice weekly service agreement and install a camera in the area for a cost not to exceed \$10,000. Staff to decide their placement on the Port.

Motion passed with Gass, Kiffer, Gage, Zenge and Bradberry voting yea; Flora and Bergeron voting nay.