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MEMORANDUM

To: Port and Harbors Advisory Board
From: Wayne Phillips
Port and Harbor Director
Date: January 6, 2026
Re: **January Director's Report**

Harbors

1. **Yacht Club:** The new lease permit has been signed. The new lease that was drafted is based solely as it relates to the Ketchikan Municipal code and the yacht club. This item is now closed.
2. **Mountain Point and Knudson Boat Launch:** The City Council gave permission to investigate the possibility of purchasing or acquiring the Mountain Point and Knudson Cove boat launches.

The Alaska Mental Health Trust has provided a purchase price for the Mountain Point parking lot. This item was discussed at the December 4th, 2025, City Council meeting/ executive Session. The City Council did not want to pursue the purchase of this parcel but did want to discuss possible MOU with the Alaska Mental Health Trust.

No word has been received by the Department of Natural Resources/ State of Alaska for the Knudson upper parking area at this time.

3. **Harbor Masters:** The Harbor Masters are busy with the winter season. They continue to make rounds of all harbors and are monitoring the vessels. New name tags/plates are being installed as weather permits.
4. **Floating Break Water-Bar Harbor N:** We continue to have meetings with the Army Corps of Engineers. The breakwater replacement is still on schedule to commence next summer. They are investigating the best placement and orientation for the smaller breakwater section.

Port

1. **Berth III Dolphin upgrades:** The Berth III Dolphin upgrades project was opened on the 17th of December @ 10:00 am local time. Currently negotiations are ongoing between the apparent low bidder and the City.
If negotiations are successful this project is scheduled to start the fall of 2026 and complete spring 2027.
2. **Port Pass:** The Port Operations Coordinator is looking into the possibility of a license plate reader or some time of RFI device to help monitor vehicle traffic for the 2026 season.
3. **Berth III tender float lease:** Past discussion of the Berth III tender float use was discussed after complaints were expressed during the April 2025 meeting. Discussion over the May and June PHAB meeting explained the reasoning why the Aleutian Ballad can utilize the Berth III tender float. (Vessels actively engaged in tourism excursions.) However, Aleutian Ballad has no special lease or permit or ordinance that specifically grants them any sort of reserved space. During the December 18th City Council meeting persons spoke against the lease and the City Council requested this issue be taken back to the PHAB for further discussion.
4. **Temporary Port Security Workers:** The Port Operations Coordinator is currently interviewing summer workers and submitting documents for new hires and re-hires for the 2026 cruise ship season.

Maintenance:

1. The P&H Maintenance staff have been winterizing the ports and harbors as necessary. Putting up security fencing around the B-3 promenade area, closing restrooms, turning off water in areas that will freeze and preparing snowblowers, snowplows and pumps for the upcoming colder months. They have been clearing snow, utilizing snow melt on ramps during cold, snowy and freezing weather.

Directors Statement:

The 2025 Cruise Season has concluded. I would like to thank the Port Operations Coordinator, Assistant Port Operations Coordinator and the Temporary Safety and Security Personnel for a safe and successful 2025 Cruise ship season on the Port.

The City of Ketchikan hosted: 1,523,823 total passengers and a total of 609 cruise ship calls.

The P&H Budget was approved. In addition, the P&H requested Capital Improvement projects were approved and we will start compiling information and documents to initiate these projects.