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TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: January 22, 2016

RE: **Port Security Staffing**

At the City Council meeting of December 17, 2015, Councilmember Kiffer requested staff prepare a report regarding what other Southeast Alaska ports are doing in terms of providing security. Attached for City Council review is a memorandum from Port & Harbors Director Steve Corporon. Mr. Corporon's report is self-explanatory and requires no elaboration on the part of my office.

The Port & Harbors Director will be attending the City Council meeting of February 4, 2016, in order to address any questions and/or concerns that Councilmembers may have.

AGENDA – 02/04/16 – GGMR6

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MEMORANDUM

To: Karl Amylon, City Manager
From: Steve Corporon, Port & Harbors Director
Date: January 22, 2016
Re: PORT SECURITY STAFFING

At the City Council meeting of December 17, 2015, I was directed to prepare a report on what other Southeast ports are doing relative to security. The following is a summary of my findings to date.

Juneau CBJ Docks: The City and Borough of Juneau owns and operates two public cruise ship docks which are most similar to Ketchikan's Berths I&II in that there is pedestrian and vehicle access (exposure) alongside the lengths of the ships. Ship security is provided by 12 CBJ union employees who are members of the Marine Engineer's Beneficial Association (MEBA). Half of them are Harbor Techs earning \$19/hr and half are Harbor Officers earning \$25/hr. Without getting into the specific sensitive information in their security plan they usually have between 4 and 9 personnel on site depending on the time of day. A Senior Harbor Officer provides supervision and is not included in the above numbers. Juneau also covers four crosswalks downtown. They are funded by the Port but are under the control of the Juneau Convention and Visitors Bureau (JCVB). The JCVB contracts with Goldbelt Security for the crossing guards. Goldbelt charges JCVB \$34/hr per position. There are 9 positions manned on the busiest days, fewer on other days, which is identical to the crossing guard staffing level in Ketchikan.

Juneau Franklin Dock (aka Princess Dock): The Franklin Dock is operated by Princess Cruises. It is a floating access dock with a single access point. It is most similar to Ketchikan's Berth IV; however, Berth IV has more shore side exposure alongside the vessel. Security is provided by Goldbelt Security at a cost of \$30/hr per position. On most days it is manned by 2 persons for the majority of the day and a third person during the busiest times. This is similar to the staffing at Ketchikan's Berth IV.

Juneau AJ Dock: The AJ dock is owned and operated by Cruise Line Agencies of Alaska (CLAA). It is a floating access dock with a single access point. It is most similar to Ketchikan's Berth IV; however, Berth IV has more shore side exposure alongside the vessel. Security is provided by CLAA personnel. The starting salary is \$11/hr plus a bonus for staying until the end of the season. Returning personnel are paid a higher salary based on longevity with some earning between \$18 and \$19/hr. On most days it is manned by 2 persons, similar to the staffing level at Ketchikan's Berth IV.

Skagway: Skagway has three cruise ship docks (Ore, Broadway and Railroad) with a total of four berths. All four berths are owned by the White Pass and Yukon Route Railroad and operated by CLAA. They also all have single point access control which allows security staffing

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of about 2 persons per vessel plus rovers which is similar to the staffing level at Ketchikan's Berth IV. Security is provided by CLAA personnel. The starting salary is \$11/hr plus a bonus for staying until the end of the season. Returning personnel are paid a higher salary based on longevity with some earning between \$18 and \$19/hr.

Ketchikan: In Ketchikan the Port Security personnel and crossing guards are all temporary City employees paid \$14/hr. There are also Port Harbormasters which are also temporary City employees that provide supervision over Port Security and crossing guards. They are also the primary point of contact with cruise ship security officers and are paid \$21/hr. Without getting into the specific sensitive information in our security plan the following general statements are provided regarding staffing:

- Berths I&II: Depending on the time of day and level of activity we usually need between 5 and 7 personnel when ships are at both berths. This is similar to Juneau's two public berths. In addition to providing security, personnel also establish and maintain safety zones when longshoremen are operating forklifts and moving gangways, etc. This is especially critical when gangways are moved in the middle of a vessel's stay due to tides and there are a large number of passengers in the vicinity. Personnel also help maintain safety zones while tour buses are transiting on the dock, especially on Berth II adjacent to the KVB.
- Berths III & IV: Depending on the time of day and level of activity we usually need between 2 and 4 personnel at each of these berths, 2 during the majority of the day and 3 or 4 during times of peak activity.
- Crossing Guards: A full crew consists of 8 plus 1 supervisor/roamer. On low passenger count days we can operate with as few as 4 plus 1 supervisor/roamer. This is identical to Juneau's staffing levels.

Motion passed with Isom, Kiffer, Coose, Sivertsen and Zenge voting yea; Gage and Harris absent.

Moved by Sivertsen, seconded by Kiffer the City Council amend the 2016 General Government Operating and Capital Budget by approving the carryover of \$45,689 of uncompleted capital projects programmed for 2015 to 2016 and the reduction of carryovers totaling \$29,645 for the 2015 capital projects that were previously carried over to 2016, as outlined in the attached schedule.

Port and Harbors Director Corporon answered questions from the Council.

Motion passed with Coose, Sivertsen, Isom, Zenge and Kiffer voting yea; Gage and Harris absent.

Moved by Coose, seconded by Zenge to have staff bring back an RFP to the Council for port security and crossing guards, to include that the contractor has an approved security plan with the Coast Guard.

Port and Harbors Director Corporon answered questions from the Council, pointing out it is the facility owner's responsibility to have a security plan. Manager Amylon brought up that a private contractor would not be as responsive as City staff is to concerns that will come up relative to port security and the pedestrian crossing guards we have in the downtown area.

Councilmember Kiffer said he would like to see a report of what other Southeast ports are doing relative to security.

After discussion, the motion was withdrawn with the consent of the second.

Main motion on Resolution No. 15-2609, as amended, passed with Zenge, Sivertsen, Kiffer, Isom and Coose voting yea; Gage and Harris absent.

**Proposed 2016 Ketchikan Public Utilities Operating and
Capital Improvement Budget – Deferred from December
14, 2015**

Moved by Sivertsen, seconded by Coose the City Council amend the 2016 Ketchikan Public Utilities Operating and Capital Budget by approving the \$5,000 reduction of carryover for the 2015 Ward Cove Substation Expansion Capital Project that was previously carried over to 2016.

Motion passed with Kiffer, Isom, Coose, Sivertsen and Zenge voting yea; Gage and Harris absent.

Telecommunications Division Manager Cushing, Port and Harbors Director Corporon and Manager Amylon answered questions about the cameras on the port.