KETCHIKAN GATEWAY BOROUGH

Regular Assembly Meeting **AGENDA** **NOVEMBER 2, 2026, 5:30 p.m.**

Assembly Chambers, 1900 First Avenue, Suite 144

A complete agenda packet is available in the Borough Clerk's Office and on the Borough website at www.kgbak.us/meetingpackets
Meeting live-stream is available on the KPUtv+ app and the Borough website at www.kgbak.us/livestream

1. **Call to Order - Pledge of Allegiance - Roll Call**

2. **Ceremonial Matters -** *Presentations, Proclamations, Awards, Guest Introductions*

   a. Proclamation - *Veterans Day*

   b. Proclamation - *Totem Heritage Center 50th Anniversary*

3. **Citizen Comments -** *Comments on any topic other than scheduled public hearings. Citizens are requested to limit comments to three-to-five minutes per person. Citizens will sign up on a sheet and comment in the order that they sign up. The mayor will read names from the list and will then invite additional audience members to speak. Respectful standards of decorum and courtesy should be observed, and remarks should be directed to the Assembly as a body.*

4. **Scheduled Informational Reports and/or Presentations -** *Reports on construction progress, financial status, presentations of budgets, audits, and reports or planning documents and related items.*

   a. Board of Education Report

5. **Public Hearings -** *Procedure: Citizens will sign up on a sheet and testify in the order that they sign up. Citizens may present arguments in favor or in opposition; staff report may be provided; after the close of the public portion of the hearing, the assembly will deliberate and render a decision on the matter at hand.*

6. **Acceptance of Claims**

7. **Consent Calendar -** *Matters listed under the consent calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion on these items. Platting or zoning items that are subject to court appeal may not be listed on the consent calendar. If the Mayor or an Assembly Member requests discussion, that item will be removed from the consent calendar and will be considered under Unfinished Business.*

   a. Approval of Assembly Minutes — *October 5, 2026, and October 20, 2026 Regular Meetings, and October 20, 2026 Special Meetings and Organizational Meeting*

b. Annual Appointment of Vice Mayor

c. Resolution 3215 Designating Signatories on Behalf of the Borough in Transactions with Financial Institutions

d. Resolution 3216 Ending the South Tongass Fire Station Disaster Emergency

e. Contract Amendment No. 2 to the S. Tongass Water Phase VI: Ravenwood Booster Station and Storage Tank Design Contract with R&M Engineering – Ketchikan, Inc. in the Amount of $63,750.10

f. Annual Appointments to Assembly Committees

g. Appointment of a Citizen-At-Large Member to the Borough Grant Committee

h. Appointment to the Loring Service Area Board

i. Assembly Review of Marijuana Renewal Applications for License Nos. 11960, Last Frontier Joint Operations LLC; 29770, Higher Dimensions Extracts; and 29769, Higher Dimensions 907

8. **Unfinished Business**

a. Transferred Consent Calendar

9. **New Business**

a. Library Services Agreement with City of Ketchikan for FY 2027

10. **Reports of Committees, Executive, Administrators**

a. Manager's Report

b. Committee Reports

c. Mayor's Report

11. **Assembly Members' Comments**

12. **Executive Session -** *Procedure: Motion is made and voted upon. If adopted, executive session is held. If necessary, action is taken in public session following the executive session. If there is more than one executive session topic, each topic will be handled completely separate from the other.*

13. **Adjournment -** *The meeting must adjourn by 10:00 p.m. unless that deadline is extended to 10:30 p.m. by a motion approved by a majority of the assembly members present. Any extension beyond 10:30 p.m. requires a unanimous vote of all assembly members present. If the meeting is not adjourned or extended prior to 10:00 p.m., or such extended time as has been set, the meeting shall automatically recess at that time and shall be reconvened at 5:30 p.m. the following day.*

Assembly - Regular **2. a.**
Meeting Date: 11/02/2026
Submitted By: Amanda Dale
Department: Clerk

Information

TITLE
Proclamation - *Veterans Day*

RECOMMENDED ACTION
No Assembly action required.

SUMMARY OF ISSUE
Mayor Otos will read a proclamation recognizing November 11th as Veterans Day.

Attachments

Proclamation - Veterans Day

WHEREAS, on November 11, 1918, the Armistice was signed, bringing an end to World War I and establishing this date as a day to honor those who have served in defense of our nation; and

WHEREAS, Veterans Day now stands as a tribute to all men and women who have served honorably in the Armed Forces of the United States, safeguarding our freedom and upholding the values upon which our nation was founded; and

WHEREAS, the military men and women who serve and protect our nation come from all walks of life, united by their devotion to duty and love of country; and

WHEREAS, for their courage and sacrifice, many veterans have placed themselves in harm's way to protect the freedoms we cherish, and their families have shared deeply in the burden of that service; and

WHEREAS, nearly 11 percent of Alaska's adults have served in the military, much higher than the national rate, reflecting our state's strong tradition of service; and

WHEREAS, today we offer our heartfelt and sincere gratitude for the bravery, dedication, and continued contributions of all who have served our country and those who continue to serve our community.

NOW, THEREFORE, I, Austin Otos, on behalf of the citizens of the Ketchikan Gateway Borough, do hereby recognize November 11, 2026, as

Veterans Day

and call upon Borough residents to acknowledge and honor the contributions of our veterans and to thank them personally for their service to our country.

Signed and sealed on behalf of the Ketchikan Gateway Borough this 2nd day of November, 2026.

_____

Austin Otos, Mayor
Ketchikan, Gateway Borough

Assembly - Regular **2. b.**
Meeting Date: 11/02/2026
Submitted By: Amanda Dale
Department: Clerk

Information

TITLE
Proclamation - *Totem Heritage Center 50th Anniversary*

RECOMMENDED ACTION
No Assembly action required.

SUMMARY OF ISSUE
Mayor Otos will read a proclamation in recognition of the Totem Heritage Center's 50th Anniversary.

Attachments

Totem Heritage Center 50th Anniversary

WHEREAS, the Totem Heritage Center was founded in 1976 by the City of Ketchikan to preserve an unparalleled collection of 19th-century Northwest Coast totem poles and related cultural objects; and

WHEREAS, the Center's permanent display features unrestored totem poles from Tlingit villages on Tongass Island and Village Island, as well as the Haida village of Old Kasaan, reflecting the skill, artistry, and storytelling traditions of Northwest Coast carvers; and

WHEREAS, the totem poles preserve connections to clan crests, lineage, historic events, and stories that the Center interprets and shares with visitors from around the world; and

WHEREAS, through its Native Arts Studies Program, the Center provides classes and workshops that perpetuate the living artistic traditions of the Tlingit, Haida, and Tsimshian peoples and provides educational opportunities for students, cultural groups, scholars, and tourists, while maintaining research and cultural collections; and

WHEREAS, since its inception, the Center has fostered the revival of traditional arts and practices, built a network of artists across Alaska, Canada, and the United States, and serves as a local community center; and

WHEREAS, listed on the National Register of Historic Places as "Alaska Totems," the Totem Heritage Center is home to one of the world's largest collections of unrestored 19th-century totem poles and remains a cultural treasure that preserves history, strengthens community and enriches Ketchikan's identity and tourism economy.

NOW THEREFORE, I, Austin Otos, Mayor of the Ketchikan Gateway Borough, do hereby proclaim recognition and celebration of

Totem Heritage Center's 50th Anniversary

and its legacy of cultural stewardship, artistic excellence, and community enrichment. I invite residents, schools, cultural organizations, and visitors to join in celebration at the Totem Heritage Center on the evening of November 6th, 2026.

Signed and sealed on behalf of the Ketchikan Gateway Borough this 2nd day of November.

Austin Otos, Mayor
Ketchikan Gateway Borough

Assembly - Regular **7. a.**

Meeting Date: 11/02/2026

Submitted By: Nicole Anderson

Department: Clerk

Information

TITLE

Approval of Assembly Minutes — *October 5, 2026, and October 20, 2026 Regular Meetings, and October 20, 2026 Special Meetings and Organizational Meeting*

RECOMMENDED ACTION

"I move to approve the minutes of the October 5, 2026, and October 20, 2026 Regular Meetings, and October 20, 2026 Special Meetings and Organizational Meetings."

SUMMARY OF ISSUE

Assembly minutes are attached for review.

Attachments

October 5 Assembly Minutes

October 20 Regular Meeting Assembly Minutes

October 20 Special Meeting to Ratify Emergency Declaration

October 20 Special Meeting Certification and Annual Organizational

KETCHIKAN GATEWAY BOROUGH
Regular Assembly Meeting

October 5, 2026 *Assembly Chambers*

Call to Order – Pledge of Allegiance – Roll Call

The regular meeting of the Ketchikan Gateway Borough Assembly was called to order at 5:30 p.m. on October 5, 2026, by Mayor Otos in Assembly Chambers. The pledge of allegiance was recited, and the roll was called.

PRESENT: ARNTZEN, BOLLING, DIAL, MATTSON, ORTIZ, PALMER, THOMPSON

Staff in attendance included: Manager Duran, Assistant Manager/Interim Finance Director Smith, Attorney Brown, Public Works Director Barry, Planning Director Stek, Public Information Officer Dale, and Clerk Paxton.

Ceremonial Matters - *Presentations, Proclamations, Awards, Guest Introductions*

Proclamation - *Domestic Violence Awareness*

Mayor Otos read a proclamation acknowledging Domestic Violence Awareness Month, bringing awareness to the effects of domestic violence and presented it to Riley Boss, of the Ketchikan Youth Peer Educators youth group of Women in Safe Homes (WISH).

Citizen Comments - *Comments on any topic other than scheduled public hearings. Citizens are requested to limit comments to three-to-five minutes per person. Citizens will sign up on a sheet and comment in the order that they sign up. The mayor will read names from the list and will then invite additional audience members to speak. Respectful standards of decorum and courtesy should be observed, and remarks should be directed to the Assembly as a body.*

Janalee Gage, speaking on her own behalf, read a letter from Amber Williams Baldwin addressing accessibility concerns with the proposed Rotary Beach improvements. Ms. Gage suggested an ADA advisory board be established to provide input on Borough projects.

Larry Jackson, citizen, addressed comments made by Planning Commissioner D-Svenson on September 15 and discussed federal policies regarding racism and bigotry.

Jason Evison, citizen, spoke in support of Borough funding for School District activities and discussed the benefits of participation in sports.

Rocky Elerding, citizen, requested funding for high school activities.

Keenan Sanderson, Ketchikan High School National Ocean Science Bowl (NOSB) coach, highlighted the benefits of the NOSB program, including contributions to graduation rates and development of students' life skills.

UNAPPROVED

Kelly Smith, Ketchikan High School Activities Director, discussed Title IX concerns related to activities funding and requested funding to the school district outside the cap.

Cecilia Tavoliero, past Alaska Native Sisterhood President, reported on the Alaska Native Brotherhood (ANB) and Alaska Native Sisterhood (ANS) convention and stood in support of Ketchikan Indian Community (KIC). She expressed appreciation for pursuing policy changes to address misconduct by appointed officials.

Brianna Gilson, high school student, discussed the importance of student activities and the challenges of increased fundraising.

Paulette Mary Moreno, ANS Grand Executive Committee, introduced leaders of ANB, ANS, and other Native organizations, and asked the Assembly to take action to address the comments made by Commissioner D-Svenson.

Millie Schoonover, ANS Grand President Emeritus, reflected on the history of Alaska Native voting rights and emphasized the importance of voting.

Peter Karras, President ANB Camp 1, Sitka, urged the Assembly to make decisions that honored God and the people living on the land.

Scheduled Informational Reports and/or Presentations - *Reports on construction progress, financial status, presentations of budgets, audits, and reports or planning documents and related items.*

There were no scheduled informational reports or presentations.

Public Hearings - *Procedure: Citizens will sign up on a sheet and testify in the order that they sign up. Citizens may present arguments in favor or in opposition; staff report may be provided; after the close of the public portion of the hearing, the assembly will deliberate and render a decision on the matter at hand.*

Ordinance 2122 Amending KGBC Title 2 to Provide for Removal of Appointed Members of Committees, Boards, and Commissions

Staff Summary - Attorney Brown provided a summary of the substitute ordinance, noting it incorporated the revisions requested by the Assembly and restructured the procedures for clarity. Attorney Brown and Clerk Paxton responded to Assembly questions.

Mayor Otos opened the public hearing.

Richard Jackson, ANB Grand Camp President Emeritus, distributed a written statement to be read on his behalf by Heather Gurko.

Heather Gurko, ANB Grand Executive Committee, read Richard Jackson's written statement citing code and parliamentary provisions Mr. Jackson believed were violated by recent actions of the Planning Commission.

Sandra Churchill, ANS Grand Camp President, expressed solidarity with KIC on behalf of ANS members.
Woodrow Watson, ANB Grand Camp President, thanked the Assembly for its support and expressed solidarity with KIC.

UNAPPROVED

Jamiann Hasselquist, ANS Camp 2, Juneau, thanked the Assembly for condemning Planning Commissioner D-Svenson's remarks and recommended Tema Okun's literature on white supremacy culture.

Emily Edenshaw, KIC Tribal Administrator, supported Ordinance 2122 and described KIC's contributions to the community through programs and services provided regardless of race or cultural background.

Keenan Sanderson, citizen, spoke in support of Ordinance 2122 and emphasized the importance of accountability.

Riley Boss, citizen, stated that the ordinance alone was insufficient to address the harm caused by Commissioner D-Svenson's comments and called for broader community action.

Virginia Oliver, of Wrangell, expressed solidarity with KIC and discussed the generational trauma caused by Native boarding schools.

Stephanie Swink Weddel, President ANS Camp 4, Sitka, expressed solidarity with KIC, addressed Commissioner D-Svenson's remarks, supported Ordinance 2122, and urged consideration of additional measures to prevent similar incidents.

Angutekaraq, of Anchorage, shared disappointment regarding the comments made by Commissioner D-Svenson, supported Ordinance 2122, and urged additional action to address discrimination.

Rachel Moreno, of Sitka, described her work in the visitor industry promoting indigenous cultures and traditions and explained the cultural significance of stomping feet to emphasize and preserve spoken words.

Deytrell Allen, of Anchorage, stood in solidarity with ANB and ANS members and discussed the cultural practice of foot stomping, noting it was an expression of unity, presence, and respect.

Valerie Stanley, citizen, spoke in support of KIC and funding for School District activities.

Lynette Moreno Hinz, President ANS Camp 87, Anchorage, supported Ordinance 2122, described her childhood experience with racism, and advocated for cultural education.

With no additional members of the public wishing to provide testimony, the hearing was closed.

M/S: MATTSON/THOMPSON to adopt Ordinance 2122 amending KGBC 2.10.040 to provide procedures for removal of appointed members of committees, boards, and commissions

M/S: MATTSON/THOMPSON to amend by substituting Ordinance 2122-Substitute, which clarifies the procedures for removal of appointed members of committees, boards, and commissions

Upon roll call the vote on the AMENDMENT was:

YES: THOMPSON, ORTIZ, MATTSON, DIAL, BOLLING, ARNTZEN, PALMER

MOTION DECLARED CARRIED

Upon roll call the vote on the AMENDED MOTION was:

UNAPPROVED

YES: ARNTZEN, DIAL, ORTIZ, THOMPSON, BOLLING, MATTSON, PALMER

MOTION DECLARED CARRIED

The Assembly recessed at 6:47 p.m. and reconvened at 7:00 p.m.

Resolution 3206 Applying for and Accepting Grant Funds for the Rotary Beach North Parking Lot Seawall Replacement Project

Staff summary - Public Works Director Barry summarized the resolution seeking a Land and Water Conservation Fund (LWCF) grant for the Rotary Beach North Parking Lot Seawall Replacement Project, noting it required a 50 percent funding match. He presented the proposed improvements, including seawall stabilization, storm drain replacement, additional parking, ADA-accessible parking spaces, and a sidewalk connecting to the coastal trail. He discussed design elements that addressed public concerns regarding the proposed staircase, accessible ramp, and restroom needs.

A discussion was held regarding accessibility requirements, and Attorney Brown responded to questions.

Mayor Otos opened the public hearing. As there was no one wishing to provide testimony, the public hearing was closed.

Clerk Note: One citizen spoke to the resolution during Citizen Comments.

M/S: THOMPSON/MATTSON to adopt Resolution 3206 authorizing the application for and acceptance of grant funds from the Land and Water Conservation Fund Grant Program for the Rotary Beach Improvements Phase II - North Parking Lot Seawall Replacement Project

Assembly Members Mattson and Thompson spoke in support of the proposed improvements with a ramp instead of staircase.

Upon roll call the vote on the MOTION was:

YES: DIAL, ORTIZ, THOMPSON, BOLLING, MATTSON, PALMER, ARNTZEN

MOTION DECLARED CARRIED

Acceptance of Claims

Presentation of Claims for Checks #63235 through #63278, Electronic Transfers #311229 through #311242, ACH Transfers and Bank Debits #2025307 through #2025319, and KGBSD LEF ACH Transfers and Bank Debits #701112 through #701108 for the Period of 09/16/2026 through 09/30/2026

M/S: MATTSON/ BOLLING to approve the presented claims totaling $6,602,859.11

Upon roll call the vote on the MOTION was:

YES: BOLLING, MATTSON, PALMER, THOMPSON, ORTIZ, ARNTZEN, DIAL

UNAPPROVED

MOTION DECLARED CARRIED

Consent Calendar - *Matters listed under the consent calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion on these items. Platting or zoning items that are subject to court appeal may not be listed on the consent calendar. If the Mayor or an Assembly Member requests discussion, that item will be removed from the consent calendar and will be considered under Unfinished Business.*

a) Approval of Assembly Minutes — *September 21, 2026; September 28, 2026*
b) Introduction of Ordinance 2123 Appropriating $347,000 in U.S. Health Resources and Services Administration Congressionally Directed Spending Grant Funds for the South Tongass Volunteer Fire Department Ambulance and Cardiac Monitor Replacement
c) Resolution 3209, Joint Resolution with City of Ketchikan and City of Saxman, Approving FY 2028 Capital Priorities and Policy Issues for Submission to the State of Alaska
d) Resolution 3212 Urging Governor Dunleavy and the State of Alaska to Pursue a Federal Fishery Resource Disaster Declaration for the 2026-2027 Southeast Alaska Commercial Dungeness Crab Fishery
e) Lease Agreement with City of Ketchikan for Space in White Cliff Building
f) Award of Contract to Magnum Enterprises for Snow Removal Services within the Homestead Service Area
g) Award of a Contract for the 2026 South Point Higgins Beach Parking Expansion Project to Ketchikan Ready Mix & Quarry, Inc. in the Amount of $273,700
h) Amendment #1 to the FY 2027 Ketchikan Visitors Bureau Community Promotion and Marketing Agreement

Assembly Member Palmer requested to remove Item E (Lease Agreement with City of Ketchikan) from the Consent Calendar.

M/S: MATTSON/BOLLING to approve the Consent Calendar as amended (with removal of Agenda Item E)

Upon roll call the vote on the MOTION was:

YES: ORTIZ, DIAL, BOLLING, ARNTZEN, MATTSON, PALMER, THOMPSON

MOTION DECLARED CARRIED

Unfinished Business

Transferred Consent Calendar: Lease Agreement with City of Ketchikan for Space in White Cliff Building

M/S: PALMER/ARNTZEN to authorize the Borough manager to execute a lease with the City of Ketchikan for temporary office space in the White Cliff Building, in substantially the same form as attached

Upon roll call the vote on the MOTION was:

YES: BOLLING, MATTSON, PALMER, THOMPSON, ARNTZEN, DIAL, ORTIZ

MOTION DECLARED CARRIED

New Business

UNAPPROVED

Work Session to Discuss Funding School District Activities Outside the State Funding Cap

M/S: ORTIZ/PALMER to recess into work session[1] to discuss funding School District activities outside the State funding cap

Upon roll call the vote on the MOTION was:

YES: MATTSON, DIAL, BOLLING, ARNTZEN, THOMPSON, PALMER, ORTIZ

MOTION DECLARED CARRIED

The Assembly entered work session at 7:38 p.m.

While in work session, Assistant Manager Smith provided a presentation on the Assembly role in District funding, options for funding outside the State mandated funding cap, associated legal and financial risks, and available sources of Borough funds.

Assistant Manager Smith and Attorney Brown responded to Assembly questions.

The Assembly exited work session and reconvened in regular session at 8:22 p.m.

M/S: ORTIZ/PALMER that, upon a request from the Ketchikan Gateway Brough School Board for supplemental funding of expenses excludable from the funding cap calculation under DEED regulatory guidance, staff is directed to bring forward a one-time supplemental appropriation intended for the 26-27 school year in the amount of $330,000 with the funds coming from the Housing Fund and in accordance with DEED guidance

M/S: DIAL/THOMPSON to amend the motion to provide that staff shall not introduce the ordinance until the Borough receives the following:

1. A School Board-adopted, line-item plan demonstrating how the district will balance its FY27 budget;
2. A complete fiscal analysis and identified lawful funding source for all proposed employee-contract increases;
3. The completed FY26 audit and reconciliation of all district obligations to the Borough;
4. A written DEED determination that the exact funding mechanism will not count toward the cap or adversely affect state or federal funding; and
5. A written commitment from the School Board that supplemental Borough funding will not replace, reduce or redirect existing district funding for student activities or travel.

Upon roll call the vote on the AMENDMENT was:

YES: ARNTZEN, DIAL, THOMPSON
NO: BOLLING, MATTSON, ORTIZ, PALMER

[1] *KGBC 2.10.090 (d) Work sessions are informal discussion sessions held for purposes of exchanging and gathering information, and formal rules of order are relaxed. Work sessions are not required to be recorded, and minutes are not required to be kept. No votes may be taken and no decisions may be made in work session.*

UNAPPROVED

MOTION DECLARED FAILED

Discussion was held regarding the School District's budget uncertainties, the proposed funding source, and the need for a formal funding request from the School Board.

MAIN MOTION WITHDRAWN without objection from the Assembly.

Reports of Committees, Executive, Administrators

Manager's Report

Manager Duran provided highlights from his written report:
- Tayla Stek hired as Planning Director
- South Tongass Fire Chief Rydeen retirement effective December 1
- Airport terminal project ongoing
- Airport Triennial Drill conducted
- Rainbird Trail viewing platform constructed
- Fuel tanks at Point Higgins and the high school being replaced.

Manager Duran responded to Assembly questions.

Mayor's Report

Mayor Otos reported on Southeast Conference participation and panel discussions.

Committee Reports

There were no committee reports.

Assembly Members' Comments

Assembly Member Ortiz appreciated the discussion on School District finances and activities funding.

Assembly Member Thompson thanked ANB/ANS members for their attendance, congratulated Chief Rydeen on his retirement, welcomed the City of Ketchikan to the White Cliff Building, and encouraged citizens to vote.

Assembly Member Dial noted the importance of checks and balances in addressing School District funding concerns, expressed support for students, and thanked election officials.

Assembly Member Arntzen encouraged citizens to vote.

Assembly Member Bolling thanked the Clerk's Office and election officials and expressed concern over inadequate state and federal funding of schools.

Assembly Member Palmer was pleased with the award of the South Point Higgins Beach contract, congratulated Planning Director Stek, thanked election workers, recognized candidates for running for office, and encouraged citizens to vote.

UNAPPROVED

Assembly Member Mattson acknowledged ANB/ANS members who stood in solidarity with KIC, acknowledged the Assembly's united stance against racism, recognized Borough staff's assistance with School District budget challenges, and commended election officials for their efforts to ensure a fair and transparent election.

Executive Session - *Procedure: Motion is made and voted upon. If adopted, executive session is held. If necessary, action is taken in public session following the executive session. If there is more than one executive session topic, each topic will be handled completely separate from the other.*

There were no executive sessions.

Adjournment - *The meeting must adjourn by 10:00 p.m. unless that deadline is extended to 10:30 p.m. by a motion approved by a majority of the assembly members present. Any extension beyond 10:30 p.m. requires a unanimous vote of all assembly members present. If the meeting is not adjourned or extended prior to 10:00 p.m., or such extended time as has been set, the meeting shall automatically recess at that time and shall be reconvened at 5:30 p.m. the following day.*

The meeting was adjourned at 8:59 p.m.

_____
Austin Otos, Mayor

ATTEST:

_____
Kacie Paxton, Borough Clerk

APPROVED: _____

UNAPPROVED

KETCHIKAN GATEWAY BOROUGH
Regular Assembly Meeting

October 20, 2026 *Assembly Chambers*

Call to Order – Pledge of Allegiance – Roll Call

The regular meeting of the Ketchikan Gateway Borough Assembly was called to order at 5:30 p.m. on October 20, 2026, by Mayor Otos in Assembly Chambers. The pledge of allegiance was recited, and the roll was called.

PRESENT: ARNTZEN, BOLLING, DIAL, MATTSON [via teleconference], ORTIZ, PALMER, THOMPSON

Staff in attendance included: Manager Duran, Assistant Manager Smith, Attorney Brown, Public Works Director Barry, Planning Director Stek, Economic Development and Lands Manager Amylon, South Tongass Fire Chief Rydeen, Deputy Clerk Anderson, and Clerk Paxton.

Ceremonial Matters - *Presentations, Proclamations, Awards, Guest Introductions*

Red Ribbon Week Proclamation

Mayor Otos read a proclamation recognizing October 23-31, 2026, as Red Ribbon Week and urged citizens to actively participate in events and awareness activities promoting a drug-free community.

Seth Bowers, Ketchikan Youth For Change, discussed the group's efforts to promote drug-free living through outreach programs at local elementary schools.

Citizen Comments - *Comments on any topic other than scheduled public hearings. Citizens are requested to limit comments to three-to-five minutes per person. Citizens will sign up on a sheet and comment in the order that they sign up. The mayor will read names from the list and will then invite additional audience members to speak. Respectful standards of decorum and courtesy should be observed, and remarks should be directed to the Assembly as a body.*

Deborah Hayden, citizen, expressed support for park improvements in the Mountain Point area and the expansion of community recreational amenities.

Scheduled Informational Reports and/or Presentations - *Reports on construction progress, financial status, presentations of budgets, audits, and reports or planning documents and related items.*

There were no scheduled informational reports or presentations.

Public Hearings - *Procedure: Citizens will sign up on a sheet and testify in the order that they sign up. Citizens may present arguments in favor or in opposition; staff report may be provided; after the close of the public portion of the hearing, the assembly will deliberate and render a decision on the matter at hand.*

Ordinance 2123 Appropriating $347,000 in U.S. Health Resources and Services Administration Congressionally Directed Spending Grant Funds for the South Tongass Volunteer Fire Department Ambulance and Cardiac Monitor Replacement

UNAPPROVED

Staff presentation - Cynna Smith, Assistant Borough Manager, summarized the ordinance which appropriated grant funds to replace an ambulance and purchase a monitor defibrillator for the South Tongass Volunteer Fire Department following the April 2024 fire.

Mayor Otos opened the public hearing. With no one wishing to testify, the hearing was closed.

M/S: ORTIZ/BOLLING to adopt Ordinance 2123, appropriating $347,000 in U.S. Health Resources and Services Administration Congressionally Directed Spending grant funds for the South Tongass Volunteer Fire Department ambulance and cardiac monitor replacement

Upon roll call the vote on the MOTION was:

YES: MATTSON, PALMER, ARNTZEN, DIAL, ORTIZ, THOMPSON, BOLLING

MOTION DECLARED CARRIED

Acceptance of Claims

Presentation of Claims for Checks #63280 through #63343, Electronic Transfers #311243 through #311267, ACH Transfers and Bank Debits #2025325 through #2025332, and KGBSD LEF ACH Transfers and Bank Debits #701113 through #701118 for the Period of 10/01/2026 through 10/14/2026

M/S: BOLLING/PALMER to approve the presented claims totaling $3,057,703.55

Upon roll call the vote on the MOTION was:

YES: PALMER, ARNTZEN, DIAL, ORTIZ, THOMPSON, BOLLING, MATTSON

MOTION DECLARED CARRIED

Consent Calendar - *Matters listed under the consent calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion on these items. Platting or zoning items that are subject to court appeal may not be listed on the consent calendar. If the Mayor or an Assembly Member requests discussion, that item will be removed from the consent calendar and will be considered under Unfinished Business.*

a) Sale Agreement for Lot 1, Betton View Subdivision in the Amount of $500,000
b) Purchase of a 2027 North Star 147-1 Ambulance for the South Tongass Volunteer Fire Department from Braun Northwest, Inc. in the Amount of $299,418
c) Purchase of an X Series Monitor/Defibrillator for the South Tongass Fire Department from Zoll Medical Corporation in the Amount of $45,775.03
d) Assembly Review of Marijuana Renewal Applications for License Nos. 10590, Cannabis Corner LLC; 29341 Cannabis Cove; 15867, Ayme's Garden; 19532, Highliner Crafts LLC, and 14020, Frog Mountain LLC

M/S: ARNTZEN/THOMPSON to approve the Consent Calendar as presented

Upon roll call the vote on the MOTION was:

YES: PALMER, ARNTZEN, DIAL, ORTIZ, THOMPSON, BOLLING, MATTSON

UNAPPROVED

MOTION DECLARED CARRIED

Unfinished Business

There was no unfinished business.

New Business

Removal of Darlene Dollimont-Svenson from the Borough Planning Commission - *sponsored by Mayor Otos and Assembly Member Mattson*

M/S: BOLLING/THOMPSON to remove Darlene Dollimont-Svenson from the Planning Commission for good cause as supported in the attached memorandum from Mayor Otos. The removal is effective immediately. If this decision is appealed, and upon the appeal being upheld following the hearing, the member will be reinstated to the remainder of the originally appointed term of office

Mayor Otos read a statement supporting the removal of Planning Commissioner D-Svenson, citing her conduct, the responsibility of public officials to uphold higher standards, and the importance of maintaining public trust in local government.

Assembly Member Dial discussed professional responsibility and accountability associated with service on an appointed commission, stating that Commissioner D-Svenson's remarks had undermined public trust and compromised her ability to effectively serve. Assembly Member Thompson concurred with Assembly Member Dial.

Upon roll call the vote on the MOTION was:

YES: THOMPSON, ORTIZ, DIAL, ARNTZEN, BOLLING, MATTSON, PALMER

MOTION DECLARED CARRIED

Clerk Paxton clarified that the removal was effective immediately and outlined the appeal process, including the Commissioner's right to appeal within ten days, the timeline for an Assembly hearing, and the process for declaring a vacancy if the removal is upheld.

Work Session to Discuss the Commercial and Recreational Uses of Borough Parcels along the South Tongass Highway Corridor

Assembly Member Dial disclosed his relationship as a volunteer board member of Grow Ketchikan. He noted that a letter of support for the Shellfish Growers Cooperative, signed by the Executive Director of Grow Ketchikan, had been received. He stated he had no financial interest in either entity. Mayor Otos ruled that Member Dial did not have a fiduciary relationship, could participate in the discussion, and vote. There was no objection from the Assembly.

UNAPPROVED

M/S: THOMPSON/PALMER to recess into work session[1] to review and discuss the commercial and recreational uses of Borough parcels along the South Tongass Highway corridor

Upon roll call the vote on the MOTION was:

YES: BOLLING, DIAL, MATTSON, ORTIZ, PALMER, THOMPSON, ARNTZEN

MOTION DECLARED CARRIED

The Assembly entered work session at 5:50 p.m.

While in work session, Public Works Director Barry provided a presentation and solicited input from the Assembly on preferred recreational or commercial usage for the Borough properties at Rotary Beach, Mountain Point, Mile 5.8 Lift Station, and the former OceansAlaska site at Mile 8 South Tongass.

The Assembly exited work session and reconvened in regular session at 7:46 p.m.

Assembly Member Thompson requested four hands direction to have staff bring back actions to declare Mountain Point as a Recreational Area.

AT LEAST FOUR ASSEMBLY MEMBERS SHOWED SUPPORT.

Mayor Otos summarized that the current staff operations to maintain the current signage and parking enforcement practices at the Mile 5.8 Lift Station property, including the existing prohibition on overnight parking, would continue.

M/S: DIAL/PALMER to direct staff to give the Shellfish Growers Cooperative 30 days to provide the requested information or declare the proposal nonresponsive and bring back recreational proposals to the Assembly

M/S: THOMPSON/ARNTZEN to amend by directing staff to determine the Shellfish Growers Cooperative ability to enter into a lease that would be consistent with deed restrictions on the property

Upon roll call the vote on the AMENDMENT was:

YES: ARNTZEN, BOLLING, DIAL, MATTSON, ORTIZ, PALMER, THOMPSON

MOTION DECLARED CARRIED

M/S: ARNTZEN/THOMPSON to direct staff to reopen the Request For Proposals (RFP) during the 30-day window to see if they get any new proposals

Assembly Member Thompson suggested contacting previous RFP respondents, specifically Taquan, to determine their continued interest.

[1] *KGBC 2.10.090 (d) Work sessions are informal discussion sessions held for purposes of exchanging and gathering information, and formal rules of order are relaxed. Work sessions are not required to be recorded, and minutes are not required to be kept. No votes may be taken and no decisions may be made in work session.*

UNAPPROVED

The Assembly recessed at 7:55 p.m. and reconvened at 8:06 p.m.

Assembly Member Arntzen clarified that the 30-day window was intended to allow additional proposals to be considered alongside the Shellfish Growers Cooperative proposal.

Assistant Manager Smith confirmed that the RFP could be reopened and requested that staff be allowed to gather the information requested by Alaska Department of Natural Resources to clarify whether the Shellfish Growers Cooperative could enter into a lease before beginning the lease preparations. She estimated that a potential lease could be returned to the Assembly in approximately 60 days.

Upon roll call the vote on the AMENDMENT was:

YES: DIAL, MATTSON, ORTIZ, PALMER, THOMPSON, ARNTZEN, BOLLING

MOTION DECLARED CARRIED

Upon roll call the vote on the MAIN MOTION AS AMENDED was:

YES: PALMER, THOMPSON, BOLLING, MATTSON, ORTIZ, DIAL, ARNTZEN

MOTION DECLARED CARRIED

M/S: THOMPSON/ARNTZEN to direct staff to continue with POL 5100 and bring back an analysis on what a permit system would look like for the 2028 cruise season

Upon roll call the vote on the MOTION was

YES: MATTSON, PALMER, ARNTZEN, DIAL, BOLLING, ORTIZ, THOMPSON

MOTION DECLARED CARRIED

Reports of Committees, Executive, Administrators

Manager's Report

Manager Duran provided highlights from his written report:

- Rainbird Trail repairs with assistance from Botany Club volunteers.
- Planning Department case updates available on the Borough website.
- Public Works' efforts to reduce costs by shrink-wrapping scoreboards for winter storage.

Mayor's Report

Mayor Otos reported that he, along with City of Ketchikan Mayor Sivertsen, would provide opening remarks at the Alaska Forest Association Conference and that Ketchikan High School government classes were scheduled to tour Borough departments on October 22.

Committee Reports

UNAPPROVED

Assembly Member Dial reported that the Local Emergency Planning Committee (LEPC) met on October 14 and received updates on the active shooter drill, the Airport triennial emergency drill, and recent Federal Emergency Management Agency (FEMA) Incident Command System (ICS) 300 training.

Assembly Member Bolling advised that the Library Advisory Board discussed the impact of Proposition 1 and noted the Board's concern regarding the potential loss of library services.

Assembly Members' Comments

Assembly Member Palmer expressed her support for mariculture and economic development and clarified that her concern during the work session was specific to the applicant's lack of responses.

Assembly Member Bolling appreciated the work of the Ketchikan Botany Club and commended Marc Osborn for his volunteer cleanup efforts at Rotary Beach.

Assembly Member Arntzen thanked Bill Meck for training Borough staff to shrink-wrap, highlighted vacancies on multiple boards, and thanked staff and election workers for their work on the election.

Assembly Member Thompson discussed the difference between public and commercial uses of Borough property, expressed concern over lack of updated School District financial reports, and urged that the library agreement be addressed before December 31.

Executive Session - *Procedure: Motion is made and voted upon. If adopted, executive session is held. If necessary, action is taken in public session following the executive session. If there is more than one executive session topic, each topic will be handled completely separate from the other.*

There were no executive sessions.

Adjournment - *The meeting must adjourn by 10:00 p.m. unless that deadline is extended to 10:30 p.m. by a motion approved by a majority of the assembly members present. Any extension beyond 10:30 p.m. requires a unanimous vote of all assembly members present. If the meeting is not adjourned or extended prior to 10:00 p.m., or such extended time as has been set, the meeting shall automatically recess at that time and shall be reconvened at 5:30 p.m. the following day.*

The meeting was adjourned at 8:24 p.m.

_____
Austin Otos, Mayor

ATTEST:

_____
Kacie Paxton, Borough Clerk

APPROVED: _____

UNAPPROVED

KETCHIKAN GATEWAY BOROUGH
Special Assembly Meeting

October 20, 2026 *Assembly Chambers*

Call to Order – Pledge of Allegiance – Roll Call

The special meeting of the Ketchikan Gateway Borough Assembly was called to order at 4:30 p.m. on October 20, 2026, by Mayor Otos in Assembly Chambers. The pledge of allegiance was recited, and the roll was called.

PRESENT: ARNTZEN, BOLLING, DIAL, MATTSON [via teleconference], ORTIZ, PALMER, THOMPSON
ABSENT: NONE

Staff in attendance included: Manager Duran, Attorney Brown, Deputy Clerk Anderson, and Clerk Paxton.

Citizen Comments

There were no citizen comments.

Special Business

Resolution 3214 Ratifying the Mayoral Disaster Declaration for the Landslide at the Ketchikan Public Utilities Ward Cove Electrical Substation

M/S: ARNTZEN/DIAL to adopt Resolution 3214 ratifying the Mayor's October 16, 2026, Declaration of Disaster Emergency in response to the landslide affecting the KPU Electrical Substation at Ward Cove

M/S: ARNTZEN/DIAL to amend by substituting Resolution 3214-Substitute which reflects the amended mayoral declaration of Disaster Emergency expanding the scope to include damage to additional City of Ketchikan public properties, including the areas surrounding the Harbormaster facility, Port and Harbors maintenance building, and other Port and Harbors facilities.

Assembly Member Arntzen expressed gratitude to staff who worked to restore services during the storm.

Upon roll call the vote on the MOTION was:

YES: DIAL, ORTIZ, THOMPSON, ARNTZEN, MATTSON, PALMER, BOLLING

MOTION DECLARED CARRIED

Mayor and Assembly Members' Comments

Assembly Member Bolling voiced appreciation for the Public Works crews addressing the extreme weather events and ensuring public safety.

Adjournment

The meeting was adjourned at 4:40 p.m.

_____
Austin Otos, Mayor

ATTEST:

_____
Kacie Paxton, Borough Clerk

APPROVED: _____

KETCHIKAN GATEWAY BOROUGH

Special Assembly Meeting and Annual Organizational Meeting

October 20, 2026 *Assembly Chambers, White Cliff Building*

Call to Order—Pledge of Allegiance—Roll Call

The special meeting of the Ketchikan Gateway Borough Assembly was called to order at 5:00 p.m. on Tuesday, October 20, 2026, by Mayor Otos in Assembly Chambers, and the roll was called.

PRESENT: ARNTZEN, BOLLING, DIAL, MATTSON [via teleconference], ORTIZ, PALMER, THOMPSON

Staff in attendance included: Manager Duran, Assistant Manager Smith, Attorney Brown, Deputy Clerk Anderson, and Clerk Paxton.

Citizen Comments

There were no citizen comments.

Special Business

Resolution 3213 Certifying and Declaring the Results of the Regular Municipal Election Held October 6, 2026

M/S: THOMPSON/PALMER to adopt Resolution 3213 certifying and declaring the results of the Regular Municipal Election held October 6, 2026. I further move to acknowledge receipt of the Canvass Board Report of the October 6, 2026 Regular Election; declare that the election was validly held, and direct the Clerk to record in the minutes the total number of votes cast for the candidates, and the votes for and against the proposition

Clerk Paxton commended the 43 election workers, youth vote ambassadors, canvass board members, and Clerk's office personnel for conducting a safe and smooth election.

Assembly Member Thompson thanked the Clerk, staff, election workers, and canvass board workers.

Upon roll call the vote on the MOTION was:

YES: ARNTZEN, DIAL, ORTIZ, THOMPSON, BOLLING, MATTSON, PALMER

MOTION DECLARED CARRIED

The total number of votes cast for the candidates is incorporated herein:

ASSEMBLY - Three (3) – Three-Year Terms

Timothy Montgomery	**1,316**
Kathy Bolling	**1,501**
Sharli Arntzen	**1,324**
Dan Ortiz	**1,489**
Write-Ins	**62**

SCHOOL BOARD - Two (2) – Three-Year Terms

Vicki OBrien	**951**
Marissa Medford	**1,158**
Rob Holston	**567**
Frances Klein	**1,254**
Write-Ins	**46**

The total number of votes cast for and against the proposition is incorporated herein:

PROPOSITION NO. 1

ADOPTION OF AREAWIDE PUBLIC LIBRARY POWERS

"The Ketchikan Gateway Borough's nonareawide library powers (outside the Cities of Ketchikan and Saxman) were adopted through voter approval in 1985.

Resolution 3196-CI proposes to adopt library powers on an areawide basis. If this proposition is approved, the Ketchikan Public Library assets and the responsibility for operations and funding would be transferred from the City of Ketchikan to the Borough.

Shall the Ketchikan Gateway Borough be granted a new areawide power to provide public library services on an areawide basis in the area of the Ketchikan Gateway Borough, as proposed in Resolution 3196-CI?"

Results of precincts within the City of Ketchikan and City of Saxman (Ketchikan 1, Ketchikan 2, Ketchikan 3, and Saxman Precincts):

YES	658
NO	589

Results of precincts outside the City of Ketchikan and City of Saxman (North Tongass 1, North Tongass 2, and South Tongass Precincts):

YES	396
NO	725

Mayor and Assembly Member Comments

Assembly Member Ortiz thanked the Borough Clerk, Clerk's Office staff, and poll workers for a sound and well-run election. Assembly Member Bolling commented on the candidate experience and encouraged citizens to run for office. Assembly Member Arntzen thanked election officials for a free and fair election and the Clerk's staff for maintaining the public trust.

Adjournment

The special meeting was adjourned at 5:05 p.m.

Annual Organization Meeting of the Assembly

The annual organizational meeting of the Ketchikan Gateway Borough Assembly was called to order at 5:06 p.m. on October 20, 2026, by Mayor Otos in Assembly Chambers and the roll was called.

PRESENT: ARNTZEN, BOLLING, DIAL, MATTSON [via teleconference], ORTIZ, PALMER, THOMPSON

Staff in attendance included: Manager Duran, Assistant Manager Smith, Attorney Brown, Deputy Clerk Anderson, and Clerk Paxton.

Citizen Comments

There were no citizen comments.

Special Business

Recognitions of Service and Oaths of Office to Newly Elected Assembly Members

Clerk Paxton issued the oaths of office to newly re-elected Assembly Members Sharli Arntzen, Kathy Bolling, and Dan Ortiz. She provided each with a certificate of election.

Mayor and Assembly Member Comments

Assembly Members congratulated Assembly Members Arntzen, Bolling and Ortiz for their successful elections. Assembly Members Arntzen, Bolling, and Ortiz thanked the voters and fellow candidates.

Adjournment

The meeting adjourned at 5:15 p.m.

_____
Austin Otos, Borough Mayor

ATTEST:

_____
Kacie Paxton, Borough Clerk

APPROVED: _____

Assembly - Regular **7. b.**
Meeting Date: 11/02/2026
Submitted By: Kacie Paxton
Department: Clerk

Information

TITLE
Annual Appointment of Vice Mayor

RECOMMENDED ACTION
"I move to confirm the Mayor's appointment of Jaimie Palmer as Vice Mayor of the Ketchikan Gateway Borough."

SUMMARY OF ISSUE
KGB Code 2.05.090 states: "The borough mayor, subject to assembly approval, shall designate a vice mayor to act as mayor during the mayor's temporary absence or disability. The vice mayor designated shall be a current member of the assembly."

KGB Code 2.10.070(b) states: "Standing committees and a vice mayor will be appointed at the first regular meeting in November."

Attachments

No file(s) attached.

Assembly - Regular **7. c.**

Meeting Date: 11/02/2026

Responsible Staff: Cynna Smith, Assistant Manager

Department: Finance

Approved for Submittal: Ruben Duran, Manager
Cynna Smith, Assistant Manager
Joe Graham, Finance Director

Approved as to form: Glenn Brown, Borough Attorney

Information

TITLE

Resolution 3215 Designating Signatories on Behalf of the Borough in Transactions with Financial Institutions

RECOMMENDED ACTION

I move to adopt Resolution 3215, designating authorized signatories on behalf of the Borough with Wells Fargo Advisors, LLC, First Bank, Wells Fargo Bank, Bank of New York Mellon, Northrim, and other financial institutions, and repealing Resolution 3187.

SUMMARY OF ISSUE

Joe Graham has been hired as Finance Director, effective October 22, 2026, necessitating an update to the Borough's authorized signers list.

Fiscal Impact

Attachments

Resolution 3215

KETCHIKAN GATEWAY BOROUGH

RESOLUTION NO. 3215

A Resolution of the Assembly of the Ketchikan Gateway Borough, Designating Signatories on Behalf of the Borough in Transactions with Wells Fargo Advisors, LLC, First Bank, Northrim Bank, Wells Fargo Bank, Bank of New York Mellon, and other Financial Institutions; Repealing Resolution No. 3187

R E C I T A L S

A. **WHEREAS**, the Ketchikan Gateway Borough intends to conduct transactions involving investments of its funds with Wells Fargo Advisors, LLC, First Bank, Northrim Bank, Wells Fargo Bank, Bank of New York Mellon, and other financial institutions, referred to as "Financial Institutions" in this resolution, and it is necessary to designate the signatory authorities for such transactions; and

B. **WHEREAS**, the Assembly wishes to designate the Manager, Assistant Manager, Finance Director, and Clerk as the signatory authorities for the Borough.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE FACTS, IT IS RESOLVED BY THE ASSEMBLY OF THE KETCHIKAN GATEWAY BOROUGH as follows:

Section 1. The Assembly hereby designates Ruben Duran, Borough Manager, Cynna Smith, Assistant Borough Manager, Joseph P. Graham, Borough Finance Director, and Kacie Paxton, Borough Clerk, as the Borough's signatory authorities and as such they are hereby authorized to sign agreements and authorize cash, security, and any other transactions with the Financial Institutions in the name of the Ketchikan Gateway Borough.

Section 2. The Ketchikan Gateway Borough is authorized and empowered to open banking, asset management, brokerage (including, without limitation, margin, options, and commodities) accounts with Financial Institutions and shall be in compliance with the following Ketchikan Gateway Borough internal controls:

(a) Any of the following persons are hereby authorized to sign Borough checks, drafts, cash, withdrawals from deposit items, advices of debit given or signed in the Borough's corporate name, time certificates of deposit,

margin, options, and commodities or transfer of funds, and other documents drawn on the Borough's funds deposited with Financial Institutions, or with any other bank or savings and loan association doing business with the Ketchikan Gateway Borough.

Ruben Duran, Borough Manager
Cynna Smith, Assistant Manager
Joseph P. Graham, Finance Director
Kacie L Paxton, Borough Clerk

Section 3. Endorsements for deposit may be made either by signature of the persons authorized above, or by rubber stamp, in the Borough's corporate name.

Section 4. Each of the individuals named in Section 1 of this resolution is hereby authorized in the name and on behalf of the Ketchikan Gateway Borough to (i) issue any and all instructions, and Financial Institutions are authorized to accept such instructions, with respect to the accounts including, but not limited to, deposit and withdrawal, the purchase, sale or other disposition of stocks, bonds, and other securities or commodities, deliver and receive monies, stocks, bonds, and other securities or commodities, and (ii) receive and acknowledge the correctness of all statements of the accounts, enter into agreements (whether oral or written) with respect to the accounts, execute any and all documents with respect to the accounts, and otherwise act with respect to the accounts as if the accounts were his or her accounts only.

Section 5. All matters relating to the accounts shall be governed by this resolution, by the terms of any agreements entered into with respect to the accounts, and by such internal and external rules and regulations as may be applicable thereto.

Section 6. Financial Institutions are hereby authorized to honor, receive, certify, or pay all checks, drafts, and other evidences of indebtedness bearing or purporting to bear the signature or the facsimile signature of any individuals named in Section 1 of this resolution, regardless of whether the purported signature is genuine or resembles the signature or facsimile signature of such individuals named in Section 1 of this resolution and regardless of who affixed the actual or purported facsimile signature thereon, or by what means the signature or the facsimile thereon may have been affixed thereto.

Section 7. Financial Institutions are authorized to honor, receive, certify, or pay all checks, drafts, and other evidences of indebtedness even though drawn or endorsed to bearer or to the order of any individual, or any officer, representative

or employee of the Ketchikan Gateway Borough, including, without limitation, any individuals named in Section 1 of this resolution, or for the payment of the individual obligations of such officer, representative, or employee, or for deposit to his or her personal account; and that Financial Institutions shall not be expected or be required or under any obligation to inquire as to the circumstances of the issuance or use of any document or item signed or endorsed in accordance with this resolution, or the application or disposition of such documents or items or the proceeds thereof.

Section 8. The Borough Clerk is hereby authorized to furnish a certified copy of this resolution to Financial Institutions, and Financial Institutions are authorized to deal with the individuals named in Section 1 of this resolution under the authority of this resolution, unless and until it shall be expressly notified in writing to the contrary by the Ketchikan Gateway Borough.

Section 9. All transactions by officers, representatives, employees, or agents of the Ketchikan Gateway Borough, on its behalf and in its name prior to the delivery of a certified copy of this resolution, are, in all respect, hereby ratified, confirmed, and adopted, nunc pro tunc.

Section 10. The Assembly hereby authorizes Kacie Paxton, Borough Clerk, to certify this action and to certify a true copy of this resolution adopted by the Ketchikan Gateway Borough Assembly at its meeting on July 6, 2026 at which a quorum was present and voting and the same has not been repealed or amended and remains in full force and does not conflict with the Code of Ordinances, and that true signatures of the designated signers are submitted to Financial Institutions.

Section 11. Resolution 3187, adopted July 6, 2026, is hereby repealed in its entirety.

Section 12. Effective Date. This resolution shall be effective immediately upon adoption.

ADOPTED this _____ day of _____, 2026.

_____

Austin Otos, Borough Mayor

ATTEST:

_____

Kacie Paxton, Borough Clerk

APPROVED AS TO FORM:

_____

Glenn Brown, Borough Attorney

Assembly - Regular **7. d.**

Meeting Date: 11/02/2026

Responsible Staff: Kacie Paxton, Borough Clerk

Department: Clerk

Approved for Submittal: Joe Graham, Finance Director

Approved as to form: Glenn Brown, Borough Attorney

Information

TITLE

Resolution 3216 Ending the South Tongass Fire Station Disaster Emergency

RECOMMENDED ACTION

"I move to adopt Resolution 3216 ending the South Tongass Fire Station Disaster Emergency"

SUMMARY OF ISSUE

On April 9, 2026, the building housing the South Tongass Volunteer Fire Department (STVFD) suffered a devastating fire which rendered the building, apparatus, fire service equipment, medical equipment and supplies, unusable. A multi-jurisdictional response to the fire was provided by the City of Ketchikan and North Tongass Fire Department. The Borough, City of Saxman, and City of Ketchikan declared state of emergency disasters, committing all necessary resources to respond to the emergency.

During the period of active engagement, many municipalities across the State of Alaska provided assistance to ensure that fire and emergency services were available to the residents of the South Tongass Service Area and the City of Saxman.

The South Tongass Fire Station has been rebuilt and all apparatus, equipment, and supplies, have been replaced and in operational working order. There is no longer a need for the Borough to maintain the declaration of the disaster emergency for the Borough.

Fiscal Impact

Attachments

Resolution 3216

KETCHIKAN GATEWAY BOROUGH

RESOLUTION NO. 3216

A Resolution of the Assembly of the Ketchikan Gateway Borough, Ending the South Tongass Fire Station Disaster Emergency

R E C I T A L S

A. **WHEREAS**, on April 9, 2024, the building housing the South Tongass Volunteer Fire Department (STVFD) suffered a devastating fire which rendered the building, apparatus, fire service equipment, medical equipment and supplies, unusable; and

B. **WHEREAS**, in response to this emergency and in accordance with statute, Ketchikan Gateway Borough Mayor Rodney Dial, along with the Mayors of the City of Ketchikan and the City of Saxman, jointly issued a Declaration of Disaster Emergency on Friday, April 12, 2024; and the Borough Assembly ratified the declaration of disaster emergency through adoption of Resolution 3070 on April 15, 2024; and

C. **WHEREAS**, many municipalities across the State of Alaska provided assistance during the State of Emergency to ensure that fire and emergency services were available to the residents of the South Tongass Service Area and the City of Saxman. That assistance included:

- City of Ketchikan loaned the use of an ambulance and remained on standby with mutual aid;
- City of Wrangell loaned the use of an ambulance;
- State Fire Marshal Training Division loaned the use of a fire engine;
- City of Valdez donated a surplus ambulance;
- Borough Public Works provided storage space for emergency response apparatus;
- North Tongass Fire Department Personnel and Volunteers worked on repeater and radios to maintain communications;
- South Tongass Volunteer Fire Department Volunteers provided clean up and recovery of the fire debris, and held multiple fundraisers; and

D. **WHEREAS**, thanks to the mutual aid agreements in place through the Community of Ketchikan, there was never a lapse in service to the residents of the South Tongass Service Area and City of Saxman; and

E. **WHEREAS**, through emergency procurement and receipt of grant funding, the Borough obtained the following replacement apparatus for the South Tongass Fire Department:

- 2024 KME Pumper Fire Engine
- 2025 E-One HP75 Typhoon Aerial Ladder Truck
- 2025 Braun Northwest Ambulance
- 2027 Braun Northwest Ambulance

F. **WHEREAS**, thanks to the mutual aid agreements in place through the Community of Ketchikan, there was never a lapse in service to the residents of the South Tongass Service Area and City of Saxman; and

G. **WHEREAS**, in September 2025 the work to rebuild the fire station began, with substantial completion in September 2026. The South Tongass Fire crews and apparatus moved into the building with full operational status in October 2026, with a planned Open House and rededication ceremony scheduled for November 7, 2026; and

H. **WHEREAS**, the Assembly finds it no longer necessary for the borough to maintain its declaration of disaster emergency and desires to end the declaration.

NOW, THEREFORE, IN CONSIDERATION OF THE ABOVE FACTS, IT IS RESOLVED BY THE ASSEMBLY OF THE KETCHIKAN GATEWAY BOROUGH as follows:

Section 1. The statewide emergency response agencies, municipal partners, Community of Ketchikan multi-jurisdictional responders including City of Ketchikan and North Tongass Fire Department, members of the South Tongass Volunteer Fire Department, contractors, and volunteers, are to be commended for their excellence in providing the necessary functions in response to the fire station disaster and meeting the needs of the community of Ketchikan.

Section 2. The declaration of disaster emergency for the Loss of South Tongass Fire Station and Apparatus Due to Fire is hereby ended.

Section 3. Effective Date. This resolution shall be effective immediately.

ADOPTED this ___ day of November, 2026.

_____
Austin Otos, Borough Mayor

ATTEST:

_____
Kacie Paxton, Borough Clerk

APPROVED AS TO FORM:

_____
Glenn Brown, Borough Attorney

Assembly - Regular **7. e.**

Meeting Date: 11/02/2026

Responsible Staff: Morgan Barry, Public Works Director

Department: Public Works

Approved for Submittal: Joe Graham, Finance Director **Approved as to form:** Glenn Brown, Borough Attorney

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Information

TITLE

Contract Amendment No. 2 to the S. Tongass Water Phase VI: Ravenwood Booster Station and Storage Tank Design Contract with R&M Engineering – Ketchikan, Inc. in the Amount of $63,750.10

RECOMMENDED ACTION

"I move to approve Contract Amendment No. 2 to the S. Tongass Water Phase VI: Ravenwood Booster Station and Storage Tank Design Contract with R&M Engineering – Ketchikan, Inc. in the amount of $63,750.10, increasing the total contract amount to $152,515.60."

SUMMARY OF ISSUE

For Assembly consideration is Amendment No. 2 to the South Tongass Phase VI - Ravenwood Tank & Booster Station Design Project with R&M Engineering - Ketchikan, Inc. increasing the contract cost from $88,765.50 per Contract Amendment 1 by $63,750.10 to $152,515.60. Contract Amendment #2 contains:

Civil Engineering Bid Coordination:	$ 880.00
Civil/Engineering Design Coordination:	$ 880.00
Control Panel Supply:	$37,678.60
Electrical Integration Services:	$24,311.50

Contract Amendment 2 will result in an increase of 71.8% over already approved design expenses towards this project, exceeding the 15% administrative allowance per KGBC 11.20.120(b)(2), thereby requiring Assembly authorization. Staff feels award is merited as integration services are highly specialized, requiring development of signal limits and sequencing to ensure that water pressure is maintained upon completion of the project; and the control panel is a long lead-time item containing specialized components intended to provide secure communications with the extant SCADA system that monitors and controls the water treatment plant.

Background

The Assembly approved the initial contract for design services towards the South Tongass Phase VI - Ravenwood Booster Station & Tank at the meeting of March 1, 2021. The award waived competitive procurement under KGBC 11.20.150(h) as R&M had designed the South Tongass Water Phases I through V, and provided preliminary site design for a future booster station and tank. Design was delayed for several years as focus was shifted to addressing longstanding leaking pipes in lower Roosevelt Drive and Romine Drive. Design resumed in early 2026, with Contract Amendment 1 approved on July 1, 2026, in the amount of $22,983 for electrical and controls design by R&M's subconsultant, RMC Engineering Services, LLC, increasing the contract total from $65,782.50 to $88,765.50

Contract History
On March 1, 2021, the Assembly awarded a sole-source contract to R&M Engineering – Ketchikan, Inc. in the amount of $65,782.50 for design services associated with the South Tongass Water Phase VI – Ravenwood Booster Station and Storage Tank project on March 1, 2021. This project will address inadequate water pressure in the upper elevations of Ravenwood and provide improved fire flows to the Herring Cove area through construction of a new booster station and water storage tank. This scope was first identified as a future project circa-2006 while designing the Whitman to Roosevelt Drive water system expansion (South Tongass Water Main - Phases I-V).

As design development progressed, staff identified the need for additional electrical engineering and controls design services necessary to fully integrate the proposed booster station into the Borough's existing water system infrastructure and Supervisory Control and Data Acquisition (SCADA) network, while also incorporating resiliency and equipment protection measures consistent with current Borough water utility standards. Contract Amendment 1, an increase in the amount of $22,983 contained electrical design by subconsultants RMC Engineering Services, LLC (currently performing SCADA upgrades elsewhere in the system) for utility service, power distribution, lighting, grounding, surge protection, standby power accommodations, variable frequency drive integration, and controls design necessary to interface the new booster station with the Borough's existing SCADA system. The design will also provide infrastructure necessary to accommodate future backup generation and improve protection of sensitive electrical equipment from power surges that have caused significant damage to Borough water utility facilities in recent years.

Fiscal Impact

Amount Budgeted: $1,600,000
Expenditure Required: $63,750.10
Appropriation Required: N/A
Additional Fiscal Information:

Amendment No. 2 in the amount of $63,750.10 will be funded from ADWF Loan No. DW482031-S, which the Assembly appropriated in the amount of $1,600,000 through Ordinance No. 2119. Alaska Drinking Water Fund Loan No. 482031-S for the South Tongass Water Improvement Phase VI – Ravenwood Booster Station and Storage Tank project.

$65,782.50 Original Agreement
$22,983.00 Amendment No. 1
$63,750.10 Amendment No. 2
$152,515.60 Total

Attachments

Contract Amendment 2 Cost Breakdown
Contract Amendment 2 - RMC Proposal - CA/Integrator

Project:	Mountain Point Booster Station Electrical Design and Contorls Integration				**6/8/2026 Amendment No. 1**			
	Civil Engineer Level 4	Civil Engineer Level 1	Sr. Inspector	Jr. Engineer	Registered Land Surveyor-Review	Electrical Engineering	Equipment	Total Cost Per Task
Hourly Rate	$220	$160	$140	$120	$200	1.15	1.15	
Electrical Design						$ 19,985		$22,982.75
							Total Cost	**$22,982.75**

Project:	Mountain Point Booster Station Electrical Design and Contorls Integration				**10/26/2026 Amendment No. 2**			
	Civil Engineer Level 4	Civil Engineer Level 1	Sr. Inspector	Jr. Engineer	Registered Land Surveyor-Review	Electrical Engineering	Equipment	Total Cost Per Task
Hourly Rate	$220	$160	$140	$120	$200	1.15	1.15	
Coordination Meetings	4							880.00
Electrical Design	4							880.00
Control Panel Supply							$ 32,764	37,678.60
Electrical Integration	8					$ 19,610		24,311.50
							Total Cost	**63,750.10**

Total Contract Amendments	**86,732.85**

Client: R&M Engineering
Trevor Sande

Proposal #: P260602
Prepared By: Vince McElmurry

vince@rmces.com
(907) 723-2996

Project: South Tongass Watermain Phase VI Booster Station – CA&I & Programming

RMC is pleased to provide the following scope of services and fee proposal for electrical and controls design services for the South Tongass Watermain Phase VI Booster Station.

Services

Contract Administration & Inspection Services: RMC will provide electrical and controls contract administration and inspection services during construction. Services will include review of electrical, controls, and instrumentation submittals; response to contractor RFIs and coordination questions; review of proposed substitutions; coordination with R&M Engineering, Ketchikan Gateway Borough, the electrical contractor, the packaged booster system manufacturer, and other project vendors; and periodic field observations of electrical and controls work.

System Integrator Services: RMC will provide system integration services for the booster station control system, including development and programming of the CP-1 Booster Station Control Panel PLC, operator interface, field I/O, alarms, communications, and SCADA functions.

RMC will configure and integrate the flow meter, pressure transmitter, building temperature transmitter, flood switch, packaged booster system general alarm, and other instruments and signals identified in the contract documents.

Equipment

- **Control Panel (CP-1)**
  - Allen-Bradley CompactLogix PLC
  - Digital, analog, and relay I/O
  - Industrial touchscreen HMI / panel PC
  - Industrial Ethernet switch
  - 24 VDC power supply and UPS backup
  - Branch circuit protection and interposing relays
  - Terminal blocks and grounding
  - Enclosure heater and surge protection
  - Internal panel wiring, labeling, and hardware
  - UL 508A listed panel assembly
  - Factory programming and checkout

Assumptions

In developing this proposal, we have identified and relied upon a number of key assumptions that help define the scope, responsibilities, and deliverables associated with this project. These assumptions are outlined below and are intended to ensure a clear understanding between all parties.

- RMC will furnish CP-1 complete, programmed, wired, labeled, and factory tested.
- Installation of CP-1 and all field wiring is by the electrical contractor.
- The packaged booster system will be furnished with its own VFDs and pump control logic.

Fee Schedule

Invoices will be submitted upon reaching appropriate project milestones. Projects requiring full or partial payment upon order entry or release will be subject to the following terms: The invoiced amounts must be settled within thirty (30) days of billing. Late payments will accrue interest at a rate of 18% per annum, compounded monthly.

Fees

RMC Engineering CA&I fees (fixed fee)		$19,610.00
Control panel (fixed price)		$32,764.00
	Total	$52,374.00

Assembly - Regular **7. f.**
Meeting Date: 11/02/2026
Submitted By: Kacie Paxton
Department: Clerk

Information

TITLE

Annual Appointments to Assembly Committees

RECOMMENDED ACTION

"I move to confirm appointments to Assembly committees and nominations for outside agency appointments as selected by Mayor Otos and outlined in the attached list."

SUMMARY OF ISSUE

KGB Code 2.10.140(b) states: "Standing committees and a vice mayor will be appointed at the first regular meeting in November."

Assembly Members indicated their preferences for committees and Mayor Otos made the selections for Borough standing and ad hoc committees, and nominations for outside agency appointments as shown on the attached list.

Attachments

2026 Assembly Committee Assignments

BOROUGH ASSEMBLY STANDING COMMITTEES AND OUTSIDE AGENCY COMMITTEES

(Committee information available on the Assembly page of the Borough website at: http://www.kgbak.us/490/Committees
Enacting Resolutions and Ordinances available at: Ordinances and Resolutions)
Committee Appointments will be made at the November 2, 2026, Assembly Meeting

Enacting Resolution	Name	Purpose	Membership	MAYOR SELECTIONS
2272	Lobbying Executive Committee	Provide information to lobbyist regarding community priorities and lobbying activities; recommend capital project priorities to the three municipalities	Borough Manager, Mayor, and 1 Assembly member City of Ketchikan Manager, Mayor, and 1 Council Member City of Saxman Administrator and Mayor	**MATTSON**
2435	Assembly/School Board Liaison	Meet and discuss mutual concerns and issues between the Assembly and Board.	2 Assembly Members as regular members ; 1 Assembly Member as alternate member 2 School Board Members as regular members ; 1 School Board Member as alternate member	**DIAL** **ORTIZ** **Alternative:** **THOMPSON**
KGB Code 4.10.140	Investment Advisory Committee	Determine general strategies and monitor results.	Manager Assistant Manager Finance Director 2 Assembly Members	**BOLLING** **ARNTZEN**
2431	Joint Borough-City Cooperative Relations Committee	Discuss issues of mutual concern	3 members from the City of Ketchikan Mayor and Council 3 members from the Borough Mayor and Assembly	**ARNTZEN** **MATTSON** **PALMER**
2775	Borough Grant Committee	Review community grant applications and make recommendations to Assembly ***Note: Members cannot serve on any nonprofit boards that seek Assembly grants.*	2 Assembly Members 3 Citizens-at-Large	**ORTIZ** **THOMPSON**

Assembly Members have been asked to join the following groups from outside agencies:

Name	Purpose	Membership	PREFERENCES
Local Emergency Planning Committee	Continue development of an emergency response plan under SARA. (State of Alaska Appointed; Assembly participation approved in Res 2406)	Nomination Only; appointed by State LEPC; 1 Assembly Member	**DIAL**
Library Advisory Board	City of Ketchikan Committee	1 Assembly Member	**BOLLING**
Museum Advisory Board	City of Ketchikan Committee	1 Assembly Member	**MATTSON**
Ketchikan Visitors Bureau	KVB Board of Directors	1 Assembly Member	**PALMER**
UA Southeast, Ketchikan Campus Advisory Board	UA Board	2 Assembly Members	**MATTSON** **PALMER**
Southern Southeast Regional Agriculture Association	SSRAA Board of Directors Nomination	Nomination Only	**ORTIZ**

Assembly - Regular **7. g.**

Meeting Date: 11/02/2026

Responsible Staff: Nicole Anderson, Deputy Borough Clerk

Department: Clerk

Approved for Submittal: Ruben Duran, Manager **Approved as to form:** Glenn Brown, Borough Attorney

Information

TITLE

Appointment of a Citizen-At-Large Member to the Borough Grant Committee

RECOMMENDED ACTION

"I move to confirm Mayor Otos' appointment of Mitchel Turner to a citizen-at-large seat on the Borough Grant Committee for a term of office ending November 1, 2029."

SUMMARY OF ISSUE

Resolution 2775 established the Borough Grant Committee, which is comprised of two Assembly Members and three Borough citizens at-large. The purpose of the Grant Committee is to review community grant applications, provide funding recommendations to the Assembly, and review grant reports to assess the success of grantees in providing the services for which they are funded. Additional information regarding the Borough Community Grants Program is available on the community grants page on the Borough website.

There is currently one at-large seat to be filled. The notice of vacancy for the Grant Committee was posted on the Borough website, shared on social media, and included in the Assembly meeting packets. Correspondence was also sent to the committee member whose term was set to expire in November 2026. The Clerk's Office received one application from Mitchel Turner, which is attached for review. Mr. Turner is a registered Borough voter and meets the requirements to serve on the Grant Committee.

Mayor Otos has recommended Mitchel Turner for appointment to the Borough Grant Committee, subject to approval by the Assembly.

Fiscal Impact

Attachments

Grant Committee Application - Turner

KETCHIKAN GATEWAY BOROUGH
APPLICATION FOR APPOINTMENT
Borough Grant Committee – At-Large Member

NAME MICHEL TURNER

RESIDENCE ADDRESS: [redacted]

MAILING ADDRESS

CELL / HOME PHONE [redacted]

E-MAIL ADDRESS [redacted]

The Purpose and Duties of the Grant Committee are included on Page 2 of this application. Applicants may attach a resume or summarize applicable experience in the space below. Provide a description of unique skills or experience that apply toward your qualifications as a Borough Grant Committee member here:

IM CURRENTLY ON THE KGB PLANNING COMMISSION (CITY APPOINTED) AND THE CREEK ST ADVISORY DESIGN REVIEW BOARD. I AM FAMILIAR WITH OUR COMP PLAN AND STRATEGY FOR DEVELOPMENT. ADDITIONLY, I REGULARY REVIEW LOCAL GOVERMENT BUDGETS AND PUBLIC DOCUMENTS. THIS EXPERIENCE ALLOWS ME TO BRING FAIR, STRATEGIC REVIEWS TO ENSURE BOROUGH GRANTS SERVE THE COMMUNITY.

Acknowledgement:

By signing below, I hereby affirm the following: I am not employed by or sit on an executive board of a Borough community grant applicant; I am a registered voter in the State of Alaska; I have resided in the Ketchikan Gateway Borough for at least one year; if appointed I agree to perform the purpose and duties of the Borough Grant Committee to the best of my ability.

Signature of Applicant

10/27/26
Date

Return To:

Borough Clerk's Office
1900 First Avenue Ste 230
Ketchikan, AK 99901
907-228-6605
boroclerk@kgbak.us

Assembly - Regular **7. h.**

Meeting Date: 11/02/2026

Responsible Staff: Nicole Anderson, Deputy Borough Clerk

Department: Clerk

Approved for Submittal: Ruben Duran, Manager
Cynna Smith, Assistant Manager
Joe Graham, Finance Director

Approved as to form: Glenn Brown, Borough Attorney

Information

TITLE

Appointment to the Loring Service Area Board

RECOMMENDED ACTION

"I move to confirm Mayor Otos' appointment of James Stack to the Loring Service Area Board of Directors with a term of office expiring June 30, 2027."

SUMMARY OF ISSUE

A seat on the Loring Service Area Board of Directors has been vacant since June 30, 2024. The vacancy has been advertised on the Borough website, through social media, and in Assembly meeting packets. Mr. James Stack, application attached, is the only applicant and meets all qualifications to serve on the Loring Service Area Board of Directors.

Mayor Otos has recommended the appointment of James Stack to the vacant seat.

Management and operation of Borough service areas is governed by KGB Code Chapter 14.10, available on the Borough website at the following link: Chapter 14.10 KGBC.

Fiscal Impact

Attachments

Loring SAB Application - James Stack

KETCHIKAN GATEWAY BOROUGH
APPLICATION FOR APPOINTMENT
SERVICE AREA BOARD OF DIRECTORS

APPLICABLE SERVICE AREA: [check service area for which you are applying]

	Forest Park Service Area		Mud Bight Service Area
	Gold Nugget Service Area		North Tongass Fire & EMS Service Area
	Homestead Service Area		South Tongass Service Area
X	Loring Service Area		Waterfall Creek Service Area

NAME James Stack

RESIDENCE ADDRESS [redacted]

MAILING ADDRESS Same

HOME PHONE N/A

CELL PHONE [redacted]

E-MAIL [redacted]

Unique skills or experience that apply toward my qualifications[1] as a board member:

Raised in Loring

I declare that I am willing to serve as a member of the Board of Directors of the designated service area and am available to attend quarterly meetings. Please enter my name for consideration of appointment by the Ketchikan Gateway Borough Assembly. I am a qualified Borough voter and have resided [or own property[2]] within the designated service area for at least thirty (30) days preceding this date or the date of appointment.

[1] If needed, attach additional information describing qualifications.
[2] Mud Bight and Loring Service Areas Only:
~~X~~ Resident and Landowner
X Landowner Only

Signature of Applicant

10/9/26
Date

Assembly - Regular **7. i.**

Meeting Date: 11/02/2026

Responsible Staff: Nicole Anderson, Deputy Borough Clerk

Department: Clerk

Approved for Submittal: Ruben Duran, Manager
Joe Graham, Finance Director

Approved as to form: Glenn Brown, Borough Attorney

Information

TITLE

Assembly Review of Marijuana Renewal Applications for License Nos. 11960, Last Frontier Joint Operations LLC; 29770, Higher Dimensions Extracts; and 29769, Higher Dimensions 907

RECOMMENDED ACTION

"I move that, in accordance with KGBC 2.25.040, the Assembly finds no reason to protest the renewal of Marijuana Product Manufacturing Facility License Nos. 11960, Last Frontier Joint Operations LLC and 29770, Higher Dimensions Extracts and Standard Marijuana Culitivation Facility License No. 29769, Higher Dimensions 907 as submitted to the State of Alaska Alcohol & Marijuana Control Office, but notes for the record that the operation is not permitted under Federal law, and the Borough does not endorse or condone activities prohibited by Federal law, even though such Federal law may be in contravention of the Tenth Amendment to the U.S. Constitution."

SUMMARY OF ISSUE

In October 2026, the Borough Clerk's Office received notice that the following renewal applications had been submitted to the State of Alaska Alcohol and Marijuana Control Office (AMCO).

- Marijuana Product Manufacturing License # 11960, Last Frontier Joint Operations LLC, located at 7180 Revilla Rd.
- Marijuana Product Manufacturing License # 29770, Higher Dimensions Extracts, located at 9737 Mud Bay Rd, Unit 101.
- Standard Marijuana Culitivation Facility License # 29769, Higher Dimensions 907, located at 9737 Mud Bay Rd, Unit 101.

Through the adoption of Ordinance 1779S1, which enacted KGBC 2.25.040, the Assembly identified criteria for the review of the issuance, renewal, and transfer of marijuana establishment licenses within the Borough and outside the City limits.

Pursuant to 3 AAC 306.060, to protest an application, a written statement of reasons for the protest must be provided to AMCO and the applicant within 60 days of the local government notice. The Clerk's Office distributed the license applications and requested departmental reviews from the Borough Planning, Finance, and Code Enforcement departments, and the local Alaska State Trooper Detachment. The following responses were received:

- The Planning Department responded with no objections, noting that each property has previous permits for the use.

- The Finance Department responded with no objections.
- Code Enforcement responded with no objections.
- The local Alaska State Trooper Detachment responded that they do not collect data that would indicate any actual or potential law enforcement problems related to the businesses, and have not solicited comments of any negative effects on, or complaints from, neighboring property owners.

Attached to this agenda item are the license renewal notices and complete applications as received from AMCO. Staff has also included a spreadsheet of all marijuana establishments permitted within the Borough. There are currently 19 establishments permitted borough-wide, including five within the City of Ketchikan.

Fiscal Impact

Attachments

Lic. # 11960 Last Frontier Joint Operations LLC Renewal Notice

Lic. # 11960 Last Frontier Joint Operations LLC Complete Renewal Application

Lic. # 29770 Higher Dimensions Extracts Renewal Notice

Lic. # 29770 Higher Dimensions Extracts Complete Renewal Application

Lic. # 29769 Higher Dimensions 907 Renewal Notice

Lic. # 29769 Higher Dimensions 907 Complete Renewal Application

Marijuana Establishments 2025

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

October 8, 2026

Licensee: Last Frontier Joint Operations LLC.
DBA: Last Frontier Joint Operations LLC.
VIA email: lfjointoperationsllc@gmail.com
Local Government: Ketchikan Gateway Borough
Via Email: kaciep@kgbak.us;
boroclerk@kgbak.us;
deputyclerk@kgbak.us;
nicolea@kgbak.us;
Community Council:
Via Email:

BCC: amco.admin@alaska.gov

Re: Marijuana Product Manufacturing Facility License Combined Renewal Notice

License Number:	#11960
License Type:	Marijuana Product Manufacturing Facility
Licensee:	Last Frontier Joint Operations LLC.
Doing Business As:	Last Frontier Joint Operations LLC.
Physical Address:	7180 Revilla Rd Suite 100 Ketchikan, AK 99901 UNITED STATES
Designated Licensee:	Mike Keiser
Phone Number:	907-255-3016
Email Address:	lfjointoperationsllc@gmail.com

☒ **License Renewal Application** ☐ **Endorsement Renewal Application**

Dear Licensee:

After reviewing your renewal documents, AMCO staff has deemed the application complete for the purposes of 3 AAC 306.035(c).

Your application will now be sent electronically, in its entirety, to your local government, your community council (if your proposed premises is in Anchorage or certain locations in the Mat-Su Borough), and to any

non-profit agencies who have requested notification of applications. The local government has 60 days to protest your application per 3 AAC 306.060.

At the May 15, 2017 Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications. However, the board is required to consider this application independently if you have been issued any notices of violation for this license, if your local government protests this application, or if a public objection to this application is received within 30 days of this notice under 3 AAC 306.065.

If AMCO staff determines that your application requires independent board consideration for any reason, you will be sent an email notification regarding your mandatory board appearance. Upon final approval, your 2026/2027 license will be provided to you during your annual inspection. If our office determines that an inspection is not necessary, the license will be mailed to you at the mailing address on file for your establishment.

Please feel free to contact us through the marijuana.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

Kevin Richard, Director
907-269-0350

License Number: 11960
License Status: Active-Operating
License Type: Marijuana Product Manufacturing Facility
Doing Business As: LAST FRONTIER JOINT OPERATIONS LLC.
Business License Number: 1045126
Designated Licensee: Mike Keiser
Email Address: lfjointoperationsllc@gmail.com
Local Government: Ketchikan Gateway Borough
Local Government 2:
Community Council:
Latitude, Longitude: 55.409971, -131.719318
Physical Address: 7180 Revilla Rd Suite 100
Ketchikan, AK 99901
UNITED STATES

Licensee #1

Type: Entity
Alaska Entity Number: 10045297
Alaska Entity Name: Last Frontier Joint Operations LLC.
Phone Number: 907-225-3016
Email Address: lfjointoperationsllc@gmail.com
Mailing Address: 5911 S Tongass Hwy
Ketchikan, AK 99901
UNITED STATES

Entity Official #1

Type: Individual
Name: Mike Keiser
SSN: [redacted]
Date of Birth: [redacted]
Phone Number: 907-225-3016
Email Address: lfjointoperationsllc@gmail.com
Mailing Address: 5911 S Tongass Hwy
Ketchikan, AK 99901
UNITED STATES

Note: *No affiliates entered for this license.*

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-20: 2026-2027 Renewal Application Certifications

What is this form?

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each licensee (as defined in 3 AAC 306.020(b)(2)) before any license renewal application will be considered complete.

Section 1 – Establishment Information

Enter information for the licensed establishment, as identified on the license application.

Licensee:	Last Frontier Joint Operations llc.	**License Number:**	11960		
License Type:	Product Manufacturer				
Doing Business As:	Last Frontier Joint Operations llc.				
Premises Address:	7180 Revilla Rd. Ste. 101				
City:	Ketchikan	**State:**	AK	**ZIP:**	99901

Section 2 – Individual Information

Enter information for the individual licensee who is completing this form.

Name:	Mike Keiser
Title:	Owner

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements: Initials

I certify that I have **not** been convicted of any criminal charge in the previous two calendar years. MK

I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years. MK

I certify that a notice of violation has **not** been issued for this license between July 1, 2025 to June 30, 2026. MK

Sign your initials to the following statement only if you are unable to certify one or more of the above statements: Initials

I have attached a written explanation for why I cannot certify one or more of the above statements, which includes the type of violation or offense, as required under 3 AAC 306.035(b). ☐

Alaska Marijuana Control Board

Form MJ-20: Renewal Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement: Initials

I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued. MK

I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application. MK

I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state. MK

I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board. MK

I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees. MK

I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board. MK

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by or to AMCO is grounds for rejection or denial of this application or revocation of any license issued. MK

As an applicant for a marijuana establishment license renewal, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Marijuana Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff may result in additional fees or expiration of this license.

Signature of licensee

Mike Keiser

Printed name of licensee

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

October 8, 2026

Licensee: Kimberly Anne Peters
DBA: Higher Dimensions Extracts
VIA email: Kimberlypeters9@gmail.com
Local Government: Ketchikan Gateway Borough
Via Email: kaciep@kgbak.us; boroclerk@kgbak.us
deputyclerk@kgbak.us; nicolea@kgbak.us
Community Council: N/A
Via Email: N/A

BCC: amco.admin@alaska.gov

Re: Marijuana Product Manufacturing Facility License Combined Renewal Notice

License Number:	#29770
License Type:	Marijuana Product Manufacturing Facility
Licensee:	Kimberly Anne Peters
Doing Business As:	Higher Dimensions Extracts
Physical Address:	9737 Mud Bay Rd unit 101 Ketchikan, AK 99901 UNITED STATES
Designated Licensee:	Kimberly Anne Peters
Phone Number:	907-821-0511
Email Address:	Kimberlypeters9@gmail.com

☒ **License Renewal Application** ☐ **Endorsement Renewal Application**

Dear Licensee:

After reviewing your renewal documents, AMCO staff has deemed the application complete for the purposes of 3 AAC 306.035(c).

Your application will now be sent electronically, in its entirety, to your local government, your community council (if your proposed premises is in Anchorage or certain locations in the Mat-Su Borough), and to any

non-profit agencies who have requested notification of applications. The local government has 60 days to protest your application per 3 AAC 306.060.

At the May 15, 2017 Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications. However, the board is required to consider this application independently if you have been issued any notices of violation for this license, if your local government protests this application, or if a public objection to this application is received within 30 days of this notice under 3 AAC 306.065.

If AMCO staff determines that your application requires independent board consideration for any reason, you will be sent an email notification regarding your mandatory board appearance. Upon final approval, your 2026/2027 license will be provided to you during your annual inspection. If our office determines that an inspection is not necessary, the license will be mailed to you at the mailing address on file for your establishment.

Please feel free to contact us through the marijuana.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

Kevin Richard, Director
907-269-0350

License Number: 29770
License Status: Active-Operating
License Type: Marijuana Product Manufacturing Facility
Doing Business As: Higher Dimensions Extracts
Business License Number: 2121973
Designated Licensee: Kimberly Anne Peters
Email Address: Kimberlypeters9@gmail.com
Local Government: Ketchikan Gateway Borough
Local Government 2:
Community Council:
Latitude, Longitude: 55.419722, -131.768430
Physical Address: 9737 Mud Bay Rd unit 101
Ketchikan, AK 99901
UNITED STATES

Licensee #1

Type: Individual
Name: Kimberly Anne Peters
[redacted]
Phone Number: 907-821-0511
Email Address: Kimberlypeters9@gmail.com
Mailing Address: 6482 Roosevelt Dr
Ketchikan, AK 99901
UNITED STATES

Note: *No entity officials entered for this license.*

Note: *No affiliates entered for this license.*

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-20: 2026-2027 Renewal Application Certifications

What is this form?

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each licensee (as defined in 3 AAC 306.020(b)(2)) before any license renewal application will be considered complete.

Section 1 – Establishment Information

Enter information for the licensed establishment, as identified on the license application.

Licensee:	Kimberly Anne Peters	**License Number:**	29770		
License Type:	Marijuana Product Manufacturing Facility				
Doing Business As:	Higher Dimensions Extracts				
Premises Address:	9737 Mud Bay Rd, Unit 101				
City:	Ketchikan	**State:**	Ak	**ZIP:**	99901

Section 2 – Individual Information

Enter information for the individual licensee who is completing this form.

Name:	Kimberly Peters
Title:	Owner

RECEIVED
OCT 07 2026
Dept. of Commerce
AMCO

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements:	Initials
I certify that I have **not** been convicted of any criminal charge in the previous two calendar years.	KP
I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years.	KP
I certify that a notice of violation has **not** been issued for this license between July 1, 2025 to June 30, 2026.	KP

Sign your initials to the following statement only if you are unable to certify one or more of the above statements:	Initials
I have attached a written explanation for why I cannot certify one or more of the above statements, which includes the type of violation or offense, as required under 3 AAC 306.035(b).	

Alaska Marijuana Control Board

Form MJ-20: Renewal Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:	Initials
I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued.	KP
I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application.	KP
I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state.	KP
I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board.	KP
I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.	KP
I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board.	KP
I certify that I understand that providing a false statement on this form, the online application, or any other form provided by or to AMCO is grounds for rejection or denial of this application or revocation of any license issued.	KP

As an applicant for a marijuana establishment license renewal, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Marijuana Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff may result in additional fees or expiration of this license.

Kimberly Peters

Signature of licensee

Printed name of licensee

THE STATE of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

October 8, 2026

Licensee: Kimberly Anne Peters
DBA: Higher Dimensions 907
VIA email: Kimberlypeters9@gmail.com
Local Government: Ketchikan Gateway Borough
Via Email: kaciep@kgbak.us; boroclerk@kgbak.us
deputyclerk@kgbak.us; nicolea@kgbak.us
Community Council: N/A
Via Email: N/A

BCC: amco.admin@alaska.gov

Re: Standard Marijuana Cultivation Facility License Combined Renewal Notice

License Number:	#29769
License Type:	Standard Marijuana Cultivation Facility
Licensee:	Kimberly Anne Peters
Doing Business As:	Higher Dimensions 907
Physical Address:	9737 Mud Bay Rd unit 101 Ketchikan, AK 99901 UNITED STATES
Designated Licensee:	Kimberly Anne Peters
Phone Number:	907-821-0511
Email Address:	Kimberlypeters9@gmail.com

☒ **License Renewal Application** ☐ **Endorsement Renewal Application**

Dear Licensee:

After reviewing your renewal documents, AMCO staff has deemed the application complete for the purposes of 3 AAC 306.035(c).

Your application will now be sent electronically, in its entirety, to your local government, your community council (if your proposed premises is in Anchorage or certain locations in the Mat-Su Borough), and to any

non-profit agencies who have requested notification of applications. The local government has 60 days to protest your application per 3 AAC 306.060.

At the May 15, 2017 Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications. However, the board is required to consider this application independently if you have been issued any notices of violation for this license, if your local government protests this application, or if a public objection to this application is received within 30 days of this notice under 3 AAC 306.065.

If AMCO staff determines that your application requires independent board consideration for any reason, you will be sent an email notification regarding your mandatory board appearance. Upon final approval, your 2026/2027 license will be provided to you during your annual inspection. If our office determines that an inspection is not necessary, the license will be mailed to you at the mailing address on file for your establishment.

Please feel free to contact us through the marijuana.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

AMCO has received a complete renewal application and/or endorsement renewal application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.035(c)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant.

3 AAC 306.060 states that the board will uphold a local government protest and deny an application for a marijuana establishment license unless the board finds that a protest by a local government is arbitrary, capricious, and unreasonable. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license renewal, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

At the May 15, 2017, Marijuana Control Board meeting, the board delegated to AMCO Director the authority to approve renewal applications with no protests, objections, or notices of violation. However, if a timely protest or objection is filed for this application, or if any notices of violation have been issued for this license, the board will consider the application. In those situations, a temporary license will be issued pending board consideration.

If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,

Kevin Richard, Director
907-269-0350

License Number: 29769
License Status: Active-Operating
License Type: Standard Marijuana Cultivation Facility
Doing Business As: Higher Dimensions 907
Business License Number: 2122269
Designated Licensee: Kimberly Anne Peters
Email Address: Kimberlypeters9@gmail.com
Local Government: Ketchikan Gateway Borough
Local Government 2:
Community Council:
Latitude, Longitude: 55.419722, -131.768430
Physical Address: 9737 Mud Bay Rd unit 101
Ketchikan, AK 99901
UNITED STATES

Licensee #1

Type: Individual
Name: Kimberly Anne Peters
[redacted]
Phone Number: 907-821-0511
Email Address: Kimberlypeters9@gmail.com
Mailing Address: 6482 Roosevelt Dr
Ketchikan, AK 99901
UNITED STATES

Note: *No entity officials entered for this license.*

Note: *No affiliates entered for this license.*

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
https://www.commerce.alaska.gov/web/amco
Phone: 907.269.0350

Alaska Marijuana Control Board

Form MJ-20: 2026-2027 Renewal Application Certifications

What is this form?

This renewal application certifications form is required for all marijuana establishment license renewal applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306. A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each licensee (as defined in 3 AAC 306.020(b)(2)) before any license renewal application will be considered complete.

Section 1 – Establishment Information

Enter information for the licensed establishment, as identified on the license application.

Licensee:	Kimberly Anne Peters	**License Number:**	29769		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	Higher Dimensions 907				
Premises Address:	9737 Mud Bay Rd, Unit 101				
City:	Ketchikan	**State:**	Ak	**ZIP:**	99901

Section 2 – Individual Information

RECEIVED
JUL 02 2026
Dept. of Commerce
AMCO

Enter information for the individual licensee who is completing this form.

Name:	Kimberly Peters
Title:	Owner

Section 3 – Violations & Charges

Read each line below, and then sign your initials in the box to the right of any applicable statements: Initials

I certify that I have **not** been convicted of any criminal charge in the previous two calendar years. KP

I certify that I have **not** committed any civil violation of AS 04, AS 17.38, or 3 AAC 306 in the previous two calendar years. KP

I certify that a notice of violation has **not** been issued for this license between July 1, 2025 to June 30, 2026. KP

Sign your initials to the following statement only if you are unable to certify one or more of the above statements: Initials

I have attached a written explanation for why I cannot certify one or more of the above statements, which includes the type of violation or offense, as required under 3 AAC 306.035(b). ☐

Alaska Marijuana Control Board

Form MJ-20: Renewal Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:	Initials
I certify that no person other than a licensee listed on my marijuana establishment license renewal application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which the marijuana establishment license has been issued.	KP
I certify that I meet the residency requirement under AS 43.23 or I have submitted a residency exception affidavit (MJ-20a) along with this application.	KP
I certify that this establishment complies with any applicable health, fire, safety, or tax statute, ordinance, regulation, or other law in the state.	KP
I certify that the license is operated in accordance with the operating plan currently approved by the Marijuana Control Board.	KP
I certify that I am operating in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.	KP
I certify that I have not violated any restrictions pertaining to this particular license type, and that this license has not been operated in violation of a condition or restriction imposed by the Marijuana Control Board.	KP
I certify that I understand that providing a false statement on this form, the online application, or any other form provided by or to AMCO is grounds for rejection or denial of this application or revocation of any license issued.	KP

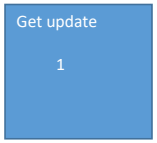
As an applicant for a marijuana establishment license renewal, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that this application, including all accompanying schedules and statements, is true, correct, and complete. I agree to provide all information required by the Marijuana Control Board in support of this application and understand that failure to do so by any deadline given to me by AMCO staff may result in additional fees or expiration of this license.

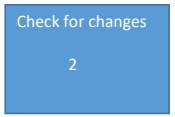
Kimberly Peters

Signature of licensee

Printed name of licensee

License#	License Type	Licensees Name	LicenseStatus	Address	Address Line 2	PhysCity	IssueDate	EffectiveDate	ExpireDate
10095	Standard Marijuana Cultivation Facility	Jason C Kolanko DBA Rainforest Cannabis	Active-Operating	4975 Rex Allen Dr	Third Floor	Ketchikan	11/22/2023	11/22/2023	8/31/2026
10590	Retail Marijuana Store	Cannabis Corner LLC	Active-Operating	9735 Mud Bay Rd		Ketchikan	2/14/2024	2/14/2024	8/31/2026
10657	Standard Marijuana Cultivation Facility	E & M Holdings, LLC	Active-Operating	3000 West Tongass Narrows		Ketchikan	2/13/2024	2/13/2024	8/31/2025
10873	Retail Marijuana Store	E & M Holdings, LLC	Active-Operating	127 Stedman St.		Ketchikan	2/13/2024	2/13/2024	8/31/2026
10883	Retail Marijuana Store	JLG LLC	Active-Operating	726 Water Street		Ketchikan	12/1/2023	12/1/2023	8/31/2026
14020	Marijuana Concentrate Manufacturing Facility	Frog Mountain LLC	Active-Operating	9779 Totem Bight Rd.		Ketchikan	2/15/2024	2/15/2024	8/31/2026
15867	Standard Marijuana Cultivation Facility	Ayme's Garden, LLC	Active-Operating	9785 Totem Bight Rd. Suite 200		Ketchikan	2/15/2024	2/15/2024	8/31/2026
16991	Marijuana Product Manufacturing Facility	E & M Holdings, LLC	Active-Operating	9737 Mud Bay Road, Suite 104		Ketchikan	2/13/2024	2/13/2024	8/31/2026
19532	Limited Marijuana Cultivation Facility	Highliner Crafts LLC	Active-Operating	98 Kian Street		Ketchikan	12/1/2023	12/1/2023	8/31/2026
29093	Standard Marijuana Cultivation Facility	Ketchikan Cannabis, LLC	Active-Operating	9737 Mud Bay Road unit 108/109		Ketchikan	4/12/2024	4/12/2024	8/31/2026
29341	Retail Marijuana Store	BHRZ LLC DBA Cannabis Cove	Active-Operating	7198 N Tongass Highway		Ketchikan	12/1/2023	12/1/2023	8/31/2026
29768	Retail Marijuana Store	Kimberly Anne Peters DBA Higher Dimensio	Active-Operating	9737 Mud Bay Rd Unit 101		Ketchikan	12/7/2023	12/7/2023	8/31/2026
29769	Standard Marijuana Cultivation Facility	Kimberly Anne Peters DBA Higher Dimensio	Active-Operating	9737 Mud Bay Rd unit 101		Ketchikan	4/12/2024	4/12/2024	8/31/2026
29770	Marijuana Product Manufacturing Facility	Kimberly Anne Peters DBA Higher Dimensio	Active-Operating	9737 Mud Bay Rd unit 101		Ketchikan	12/7/2023	12/7/2023	8/31/2026
34926	Standard Marijuana Cultivation Facility	Jesse Milan Hoyt	Active-Operating	4705 N Tongass Hwy	Apt 1	Ketchikan	5/16/2023	9/28/2023	8/31/2025
34926	Standard Marijuana Cultivation Facilty	Jesse Milan Hoyt DBA Northern Lights Culti	Active-Operating	46705 N Tongass Hwy	Apt 1	Ketchikan	5/16/2023	9/28/2023	8/31/2026
39775	Limited Marijuana Cultivation Facility	John Knechtel DBA Tidewater Farms	Active-Operating	3002 W Tongass Narrows		Ketchikan	4/23/2025	6/12/2025	8/31/2026
11957	Standard Marijuana Cultivation Facilty	Last Frontier Joint Operations LLC	Active-Operating	7180 Revilla Rd	Suite 100	Ketchikan	1/12/2022	1/12/2022	8/31/2026
11960	Marijuana Product Manufacturing Facility	Last Frontier Joint Operations LLC	Active-Operating	7180 Revilla Rd	Suite 100	Ketchikan	1/11/2022	1/11/20241	8/31/2026





Assembly - Regular **9. a.**

Meeting Date: 11/02/2026

Responsible Staff: Ruben Duran, Borough Manager

Department: Manager's Office

Approved for Submittal: Ruben Duran, Manager
Cynna Smith, Assistant Manager
Joe Graham, Finance Director

Approved as to form: Glenn Brown, Borough Attorney

Information

TITLE

Library Services Agreement with City of Ketchikan for FY 2027

RECOMMENDED ACTION

"I move to direct staff to re-initiate negotiations with the City of Ketchikan in an effort to reach agreement to amend the existing Library Services Agreement in accordance with the proposed amendment terms provided."

SUMMARY OF ISSUE

In 2018, the City of Ketchikan and Ketchikan Gateway Borough negotiated a Library Services Agreement to provide a mechanism and timetable for determining the amount of annual Borough contributions to operations at the City Library, a facility utilized by Borough residents living inside and outside the City of Ketchikan. The Borough's contribution had, until recently, been funded through a .7 mill nonareawide property tax levy since entering into the 2018 Agreement.

In June, 2024 the Assembly directed staff to negotiate an amendment to the Library Services Agreement to lessen the rate of increase in the Borough contribution. City and Borough staff met and were unable to agree on a recommendation. In November 2025, the Assembly directed that the topic be referred to the Joint Cooperative Relations Committee, which did not make any recommendations. However, City and Borough staff met again regarding the Library Services Agreement on April 20, 2026 and again were unable to agree on a recommendation.

During this time, the Assembly, recognizing that a fund balance had accumulated in the Library Fund, reduced the nonareawide mill levy to .5 mills for FY25. Thereafter, as a function of the reduced mill levy and a multi-year increases in operating expenses at the City library, the fund balance in the Library Fund was nearly depleted, and in March 2026, the City submitted its FY27 funding request for $725,107, an amount equivalent to a nonareawide .77-.78 mill levy, and an amount 8.8% higher than the FY 2026 request. The Assembly directed staff to meet with City staff to negotiate an agreement that would be equivalent to the .5 nonareawide mill levy revenue. City and Borough staff met regarding the Library Services Agreement on April 20, 2026 and were unable to agree on a recommendation.

On May 11, 2026, a motion was made at the Assembly to send notice of termination of the agreement to the City of Ketchikan and to begin negotiation on a new agreement, and the motion was subsequently postponed to continue the discussion at the May 18, 2026, regular Assembly meeting. On

May 18, 2026, the Assembly provided direction to provide notice of termination to the City of Ketchikan, and considered Resolution 3182, the FY27 mill levy resolution, which included the nonareawide library mill levy. Resolution 3182 was adopted with an increased nonareawide library mill levy of .6 mills.

On June 19, 2026, Borough management forwarded notice to the City of Ketchikan of the Borough's intent to terminate the Library Services Agreement effective December 31, 2026, and invited negotiations on an amended agreement. However, on June 25, 2026, in response to an application for citizen's initiative proposing Borough adoption of areawide library powers, the Borough Clerk determined the application to be in good order, and issued the initiative petitions for circulation for signatures. Efforts at negotiation of an amended Library Services Agreement were paused when, on July 22, 2026, the citizen's initiative petition was returned with the requisite number of signatures, certified by the Clerk, and the question prepared to be placed on the October 6, 2026 local election ballot.

The ballot measure proposing Borough adoption of areawide library powers failed by a 1099-895 margin.

With the ballot measure having failed and the December 31, 2026 termination date fast approaching, Borough staff has drafted a proposed amendment to the agreement which proposes annual Borough payments that are the lesser of: (1) payments in accordance with the proportionate population calculation that is central to the existing agreement; or (2) all revenue generated under the existing .6 mill nonarewaide library mill levy. Direction is requested from the Assembly for staff to re-initiate negotiations with the City of Ketchikan in accordance with the draft amendment attached here, or another contribution formula if desired by the Assembly.

Fiscal Impact

Amount Budgeted: $725,107

Expenditure Required: See Below

Appropriation Required: $0

Additional Fiscal Information:

The FY2027 Borough budget includes an appropriation of $725,107 for nonareawide library services, and the first payment of $352,402 was made on July 7.

For FY 2027, the current .6 mill rate generates $564,591 in revenue. Because the City's budget is calendar, and the Borough's budget is fiscal, if the agreement is adopted as proposed, a second payment of $282,295 would be due to the City upon request after Jan 1.

The nonareawide library fund had a beginning fund balance of $152,860 in FY2027. If the agreement as proposed is adopted by both parties, the estimated ending fund balance will be $88,092.

Attachments

Draft Amendment to LSA (fixed millage)

Notice of Termination 6.19.26

FY2019 Library Services Agreement

AMENDMENT TO LIBRARY SERVICES AGREEMENT BETWEEN THE CITY OF KETCHIKAN AND KETCHIKAN GATEWAY BOROUGH

THIS AMENDMENT, made and entered into this _____ day of _____ 2025, by and between the **KETCHIKAN GATEWAY BOROUGH,** a general law municipality and a borough of the second class, 1900 First Avenue, Suite 118, Ketchikan, Alaska 99901, hereinafter referred to as the **"BOROUGH,"** and the **CITY OF KETCHIKAN,** a first class, home rule municipality, whose address is 334 Front Street, Ketchikan, Alaska 99901, hereinafter referred to as **"CITY":**

R E C I T A L S

(1) The **CITY** and **BOROUGH** entered into a Library Services Agreement dated May 18, 2018.

(2) The parties, in recognition of the value and importance of library services being available to all residents of the **CITY** and **BOROUGH**, desire to execute this Amendment to the terms of the existing Agreement.

NOW, THEREFORE, in consideration of the terms, conditions, and covenants included in the Agreement, the parties' Agreement is hereby amended as follows:

<<AMEND>>

AMENDMENT NO. 1

Section 2 of the May 18, 2018 Agreement is amended to read as follows:

Section 2: Calculation of Payment.

The annual **Payment** request, delivered by the **CITY** to the **BOROUGH** no later than March 31st each year, shall be calculated as follows:

(a) the **CITY** will annually provide the **BOROUGH** with the Total Appropriations budgeted in the next fiscal year for operation of the city library; and

(b) the **CITY** will annually provide the **BOROUGH** with estimated populations for the City of Ketchikan, the City of Saxman, and Non-Areawide Borough (those residents living outside of the Cities of Ketchikan and Saxman) based on the State of Alaska, Department of Labor Records; and

(c) the **CITY** will calculate the percentage of the Total Borough Population that is represented by Non-Areawide Borough residents, and

(d) the percentage of Non-Areawide Residents in (c), multiplied by the Total Appropriations in (a) represents the base **Payment** to be requested by the **CITY** from the **BOROUGH, subject to the limitation contained in subsection** 2(e)**; and**~~.~~

(e) the BOROUGH is required to pay to the CITY the lesser of:

1. the amount of the base PAYMENT as calculated in 2(d), above, or

2. the amount equal to the revenue generated by a .6 mill property tax levied on all non-exempt nonareawide properties in the preceding fiscal year.

AMENDMENT NO. 2

Section 3 of the May 18, 2018 Agreement is amended to read as follows:

Section 3: Adjustments to Annual Payment.

The **CITY** and the **BOROUGH** shall annually, after the budget audit process is complete for each entity, reconcile the **Payment** to account for:

(a) any change in the respective population totals as reflected in the final statistics provided in June each year by State of Alaska, Department of Labor Records; and

(b) any difference in the budgeted appropriation vs. actual total expenditures made by the **CITY** for operation of the city library during the fiscal year, and.

(c) any difference in the revenue generated during the fiscal year due to granted mandatory or optional exemptions granted, and sustained appeals to the Board of Equalization.

Any reconciliation payment due to the **CITY** or to the **BOROUGH** based on adjustments to the Payment made herein shall be tendered not more than 24 months of the date of appropriation. Adjustments required due to errors are not subject to a time limit.

AMENDMENT NO. 3

Section 10 of the May 18, 2018 Agreement is amended to read as follows:

Section 10: Notice. Any notice, demand, request, consent, approval, or other communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail at the addresses set forth below. Either party may change its address by notifying the other party of its change of address in writing. Notice shall be deemed to have been duly made and given when delivered, if served personally, or upon the expiration of forty-eight (48) hours after the time of mailing, if mailed as provided in this section.

BOROUGH:
Ketchikan Gateway Borough
Attention: Borough Manager ~~Ruben Duran~~
1900 First Avenue, Suite 118
Ketchikan, Alaska 99901

CITY:
City of Ketchikan Attention:
City Manager~~Karl R. Amylon~~

334 Front Street
Ketchikan, Alaska 99901

<<END OF AMENDMENTS>>

All remaining terms and conditions in the parties' May 18, 2018 Agreement shall remain in full force and effect.

DATED at Ketchikan, Alaska, this _____ day of _____, 2026.

KETCHIKAN GATEWAY BOROUGH

_____
Ruben Duran
Borough Manager

ATTEST:

_____
Kacie Paxton
Borough Clerk

APPROVED AS TO FORM:

_____
Glenn J. Brown
Borough Attorney

CITY OF KETCHIKAN

_____
Abner Hoage
City Manager

ATTEST:

_____
Taylor Lee
City Clerk

BOROUGH ACKNOWLEDGMENT

STATE OF ALASKA)
) **ss.**
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this _____ day of _____, 2026, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **RUBEN DURAN** and **KACIE PAXTON**, to me known to be the **Borough Manager** and **Borough Clerk** of the **KETCHIKAN GATEWAY BOROUGH**, a municipal corporation, the entity which executed the above and foregoing instrument; who on oath stated that they were duly authorized to execute said instrument and to affix the corporate seal thereto on behalf of said entity; who acknowledged to me that they signed and sealed the same freely and voluntarily on behalf of said entity for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.

_____

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

CITY ACKNOWLEDGMENT

STATE OF ALASKA)
) **ss.**
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this _____ day of _____, 2026, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **ABNER HOAGE** and **TAYLOR LEE**, to me known to be the **City Manager** and the **City Clerk** of the **CITY OF KETCHIKAN**, a municipal corporation, the entity which executed the above and foregoing instrument; who on oath stated that they were duly authorized to execute said instrument and to affix the corporate seal thereto on behalf of said entity; who acknowledged to me that they signed and sealed the same freely and voluntarily on behalf of said entity for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.

_____

NOTARY PUBLIC FOR ALASKA
My Commission Expires: _____

KETCHIKAN GATEWAY BOROUGH

1900 First Avenue, Suite 210, Ketchikan, Alaska 99901
• telephone: (907) 228-6625 • fax (907) 228-6684
Office of the Borough Manager

June 19, 2026

Matt McLaren, Acting City Manager
City of Ketchikan
334 Front Street
Ketchikan, Alaska 99901

RE: Notice to City on Library Contract

Dear Mr. McLaren,

I write regarding the Library Services Agreement (LSA) executed by the Borough and the City of Ketchikan on May 24, 2018.

In accordance with the direction received from the Assembly on May 18, 2026, the Borough is hereby providing notice pursuant to the LSA, Section 10, of the Borough's intent to terminate the agreement effective December 31, 2026. This notice is predicated by an apparent intent of the Assembly to seek renegotiation, though no direction has yet been received regarding the changes the Assembly desires. Once that direction is received, I trust that productive discussions can be had by our respective entities in fashioning a new agreement.

On a related matter, the Assembly has recently requested and received a report from staff on acquisition of the library powers, either by transfer of those powers from the City, or by way of an Assembly-initiated ballot measure in the upcoming Fall election. Additionally, a group of citizens have recently submitted an application for issuance of a citizen's petition seeking Borough adoption of areawide library powers. A legal review of that application is currently underway.

We will be back in touch with your staff as soon as further direction is received from the Assembly regarding negotiations and/or potential library powers acquisition.

Please let me know if you have questions or wish to discuss.

Sincerely yours,

Ruben Duran
Borough Manager

Cc: Cynna Smith, Assistant Borough Manager/Acting Finance Director
Glenn Brown, Borough Attorney
Kacie Paxton, Borough Clerk
Kim Stanker, City Clerk
Taylor Lee, Deputy City Clerk
✓ Mayor and Assembly, Ketchikan Gateway Borough

LIBRARY SERVICES AGREEMENT BETWEEN
THE CITY OF KETCHIKAN AND KETCHIKAN GATEWAY BOROUGH

THIS AGREEMENT, made and entered into this 18 day of May 2018, by and between the **KETCHIKAN GATEWAY BOROUGH,** a general law municipality and a borough of the second class, 1900 First Avenue, Suite 118, Ketchikan, Alaska 99901, hereinafter referred to as the **"BOROUGH,"** and the **CITY OF KETCHIKAN,** a first class, home rule, chartered municipality, whose address is 334 Front Street, Ketchikan, Alaska 99901, hereinafter referred to as **"CITY":**

RECITALS

(1) The **CITY** operates a public library pursuant to its powers as a home rule municipality.

(2) The **BOROUGH** adopted the additional non-areawide power to provide library services by Resolution No. 632, which became effective August 12, 1985.

(3) The **BOROUGH** has annually made a payment ("**Payment**") to the **CITY** as consideration for the use of the city library by the residents of the **BOROUGH** who live outside the **CITY** and outside the City of Saxman.

(4) The **Payment** has been based on the estimated proportional use of the city library by the residents of the **BOROUGH** who live outside the **CITY** and outside the City of Saxman as a percentage of the **CITY**'s Total Appropriations for the city library in a given year, less adjustment for unexpended amounts in the prior fiscal years.

(5) The parties, in recognition of the value and importance of library services being available to all residents of the **CITY** and **BOROUGH**, desire to enter This Agreement to

routinize the method and schedule for the **BOROUGH**'s contribution toward non-areawide resident use of the city library year-to-year.

(6) In furtherance of the above, the **CITY,** as a condition of the receipt and use of the **Payment,** has agreed to and will comply with all of the terms, conditions, covenants and agreements regarding the use of the **Payment** herein provided.

NOW, THEREFORE, in consideration of the terms, conditions, and covenants included herein, the parties hereto agree as follows:

Section 1: Use of Funds. The **CITY** hereby agrees that it will receive, use, expend, devote and account for all funds paid to it solely and exclusively for library purposes and will annually perform the Scope of Work described in Exhibit A, attached hereto (hereinafter referred to as the **"Scope of Work").** The **CITY** shall use the **Payment** for library purposes only, and shall hold, disburse, use and account for all such funds pursuant to and subject to all of the terms, covenants, conditions and provisions herein contained.

Section 2: Calculation of Payment.

The annual **Payment** request, delivered by the **CITY** to the **BOROUGH** no later than March 31st each year, shall be calculated as follows:

(a) the **CITY** will annually provide the **BOROUGH** with the Total Appropriations budgeted in the next fiscal year for operation of the city library; and

(b) the **CITY** will annually provide the **BOROUGH** with estimated populations for the City of Ketchikan, the City of Saxman, and Non-Areawide Borough (those residents living outside of the Cities of Ketchikan and Saxman) based on the State of Alaska, Department of Labor Records; and

(c) the **CITY** will calculate the percentage of the Total Borough Population that

is represented by Non-Areawide Borough residents, and

(d) the percentage of Non-Areawide Residents in (c), multiplied by the Total Appropriations in (a) represents the base **Payment** to be requested by the **CITY** from the **BOROUGH**.

Section 3: Adjustments to Annual Payment.

The **CITY** and the **BOROUGH** shall annually, after the budget audit process is complete for each entity, reconcile the **Payment** to account for:

(a) any change in the respective population totals as periodically updated by State of Alaska, Department of Labor Records; and

(b) any difference in the budgeted appropriation vs. actual total expenditures made by the **CITY** for operation of the city library during the fiscal year.

Any reconciliation payment due to the **CITY** or to the **BOROUGH** based on adjustments to the Payment made herein shall be tendered not more than 24 months of the date of appropriation. Adjustments required due to errors are not subject to a time limit.

Section 4: Compliance with Conditions of Payment and all Local, State and Federal Laws, Rules and Regulations.

The **CITY** expressly acknowledges, agrees, represents and warrants that it will use all of the **Payment** solely and exclusively for the purposes specified in Section 1 above, and for no other purposes whatsoever, and in addition thereto the **CITY** expressly agrees that it:

(a) will use the **Payment** solely for library purposes;

(b) will not look to the **BOROUGH** to operate or maintain the **Scope of Work,** or pay more than the **Payment** for its operation or maintenance except as outlined in Section 11 of this Agreement; and

(c) will retain for a period of three (3) years after the **Scope of Work** has been

completed all contracts, invoices, materials, payrolls, personnel records, conditions of employment, and other data relating to matters covered by the **Payment.**

Section 5: **Termination**.

The Parties to this Agreement have the absolute right to cancel this Agreement upon giving 180 days prior written notice to the other party in accordance with Section 10 herein.

Section 6: Reporting and Records.

(a) Upon reasonable notice during normal business hours, and as often as the **BOROUGH** deems necessary, there shall be made available to the **BOROUGH,** at a location acceptable to the **BOROUGH** or other location acceptable to the party requesting the same, any and all books, records and documents necessary to establish that the **Payment** has been expended for library purposes in accordance with the Agreement, provided however, that neither this paragraph nor any other provision of this Agreement shall permit the **BOROUGH,** its agents, officers or employees to obtain any library records which are not otherwise public record.

(b) The **CITY** agrees that the performance and administration of this Agreement and the use of the **Payment,** will be subject to being monitored by the **BOROUGH** to the extent the **BOROUGH** reasonably determines to be necessary, and all records referred to in this section or relating to the **Scope of Work** or use of the **Payment** shall be maintained by the **CITY** for not less than three (3) years after completion of the **Scope of Work.**

Section 7: Hold Harmless and Indemnity. The **CITY** further specifically obligates itself to the **BOROUGH** in the following respect, to wit:

(a) to indemnify and appear and defend the **BOROUGH** against, and save the **BOROUGH** harmless from any and all claims, damages, losses, costs and expenses, including attorney's fees incurred, whether or not suit is filed, and for injuries to property, including loss of

use, injuries to persons, including death, and from any other claims, suits or liability, caused in whole or in part by any act or omission of the **CITY** or any of its officers, agents, employees, representatives, servants, contractors, or subcontractors, or anyone employed by them, or for whose acts the **CITY** may be liable, arising from or related to any acts or omissions relating to the **Scope of Work,** or the use or misuse of the **Payment;**

(b) to pay for all materials furnished and work and labor performed under this Agreement on the **Scope of Work,** and all sales, excise or other taxes, and to satisfy the **BOROUGH** and State thereupon whenever demand is made, and to indemnify the **BOROUGH** against and save it harmless from any and all claims, suits or liens therefor;

(c) to obtain and pay for all permits and licenses, and to comply with all laws, ordinances, and regulations bearing on work and the conduct thereof; and

(d) the **CITY** shall indemnify the **BOROUGH** against, and save it harmless from, any and all loss, damage, costs, expense and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants.

Section 8: Law Applicable. The laws of the State of Alaska shall govern the construction, validity, performance, and enforcement of this Agreement. Venue as to any action, claim or proceeding arising out of, or based upon this Agreement, including, but not limited to, any action for declaratory or injunctive relief shall be the appropriate court sitting in the City of Ketchikan, First Judicial District, State of Alaska.

Section 9: No Maintenance, or Further Funding Responsibility. The **CITY** understands, acknowledges and agrees that the **BOROUGH** shall not be responsible for, and shall not be called upon to provide any maintenance, operation, or further funding of the **Scope of Work,** or actions related thereto, and have not, and will not assume any such responsibility,

all of such to be the sole and exclusive responsibility of the **CITY** except as outlined in Section 11 of this Agreement.

Section 10: Notice. Any notice, demand, request, consent, approval, or other communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail at the addresses set forth below. Either party may change its address by notifying the other party of its change of address in writing. Notice shall be deemed to have been duly made and given when delivered, if served personally, or upon the expiration of forty-eight (48) hours after the time of mailing, if mailed as provided in this section.

BOROUGH:
Ketchikan Gateway Borough
Attention: Ruben Duran
1900 First Avenue, Suite 118
Ketchikan, Alaska 99901

CITY:
City of Ketchikan Attention:
Karl R. Amylon
334 Front Street
Ketchikan, Alaska 99901

Section 11: Relationship of Parties. Nothing herein contained shall be deemed or construed by the parties hereto, nor by any third party, as creating the relationship or principal and agent, or of partnership, or of joint venture between the parties hereto, it being understood and agreed that neither method of computation of payment nor any other provision contained herein, nor any acts of the parties hereto, shall be deemed to create any relationship between the parties hereto other than the relationship of **BOROUGH** and independent contractor.

Section 12: No Exclusive Service; No Property Interest. The **BOROUGH** understands, acknowledges and agrees that all books, supplies, materials and equipment purchased with the **Payment** shall be and shall remain the property of the **CITY.** It is understood that by this Agreement, the **BOROUGH** is obtaining access to a service for its residents who are not residents of the **CITY** and is not purchasing any interest in property real or personal. It is further understood that nothing in this Agreement requires the **CITY** to provide any service to **BOROUGH** residents which is not provided to **CITY** residents unless the **BOROUGH** and **CITY** agree in writing to an amendment of this Agreement.

Section 13: Severability. In the event any provision of this Agreement is adjudicated or held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

DATED at Ketchikan, Alaska, this 24 day of May, 2018.

KETCHIKAN GATEWAY BOROUGH

Ruben Duran
Borough Manager

ATTEST:

Kacie Paxton
Borough Clerk

APPROVED AS TO FORM:

Glenn J. Brown, Esq.
Borough Attorney

CITY OF KETCHIKAN

Karl R. Amylon
City Manager

ATTEST:

Katherine M. Suiter
City Clerk

BOROUGH ACKNOWLEDGMENT

STATE OF ALASKA)
) **ss.**
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 29 day of May, 2018, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **KACIE L. PAXTON** to me known to be the **Borough Clerk** of the **KETCHIKAN GATEWAY BOROUGH**, a general law municipality, the entity which executed the above and foregoing instrument; who on oath stated that she was duly authorized to execute said instrument and affix the corporate seal thereto on behalf of said entity; who acknowledged to me that she signed and sealed the same freely and voluntarily on behalf of said entity for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.

NOTARY PUBLIC FOR ALASKA
My Commission Expires: 10·4·2020

OFFICIAL SEAL
Amy L. Case
NOTARY PUBLIC-STATE OF ALASKA
My Comm. Expires 10·4·2020

STATE OF ALASKA)
) **ss.**
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 24 day of May, 2018, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **RUBEN DURAN** to me known to be the **Borough Manager** of the **KETCHIKAN GATEWAY BOROUGH**, a general law municipality, the entity which executed the above and foregoing instrument; who on oath stated that she was duly authorized to execute said instrument and affix the corporate seal thereto on behalf of said entity; who acknowledged to me that she signed and sealed the same freely and voluntarily on behalf of said entity for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.

NOTARY PUBLIC FOR ALASKA
My Commission Expires: 1/Dec

OFFICIAL SEAL
Jill Evans
NOTARY PUBLIC-STATE OF ALASKA
My Comm. Expires 1/Dec

CITY ACKNOWLEDGMENT

STATE OF ALASKA)
) **ss.**
FIRST JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this 18th day of May, 2018, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn, personally appeared **KARL R. AMYLON** and **KATHERINE M. SUITER,** to me known to be the **CITY MANAGER** and the **CITY CLERK** of the **CITY OF KETCHIKAN**, a municipal corporation, the entity which executed the above and foregoing instrument; who on oath stated that she was duly authorized to execute said instrument and affix the corporate seal thereto on behalf of said entity; who acknowledged to me that she signed and sealed the same freely and voluntarily on behalf of said entity for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year in the certificate first above written.

Diane L. Walker

NOTARY PUBLIC FOR ALASKA
My Commission Expires: 5/9/19

Official Seal
Diane L. Walker
Notary Public - State of Alaska
My Comm. Expires
May 9, 2019

EXHIBIT A
SCOPE OF WORK
LIBRARY SERVICES

The City, through the City of Ketchikan Public Library agrees to, and shall provide the following services each year:

1. Provide adequate material, equipment and staffing to maintain current levels of service and special events programs.

2. Continue to issue library cards without charge to residents of the Ketchikan Gateway Borough.

3. Maintain a balanced collection of books and library materials on a broad range of subjects. Maintain timely and relevant reference and subject books. Maintain fiction and nonfiction collections.

4. Continue, through administrative policy and purchases, to utilize new technology in the provision of library services and to purchase other equipment and supplies as needed.

5. Maintain an up-to-date collection of children's materials appropriate for readers from the preschool level through young adult. Provide readers advisory and children's reference with a professional children's librarian. Offer programs for groups with special needs. Provide special summer reading programs and contests.

6. Maintain an audio/visual collection.

7. Provide for inter-library loans.

8. Maintain a reading room, containing current issues of magazines and newspapers of interest available to all patrons of the library.

9. Provide reference and referral service to all patrons.

10. Offer education and cultural- programs to include reading and incentive programs for children and young people.

11. Maintain an Outreach Division which will provide regular library service to senior citizen agencies, home-bound persons, and service to the State Correctional Center.

12. Provide outreach services to make library materials available to locations other than the library.

13. Maintain a Library Advisory Board with representatives thereon selected from the

Borough Assembly and from Borough residents outside the City of Ketchikan.

14. Maintain regular hours within budgetary restraints.

15. Allow periodic review of library program by Borough Assembly.

Assembly - Regular **10. a.**

Meeting Date: 11/02/2026

Submitted For: Ruben Duran **Submitted By:** Diane Bixby

Department: Manager's Office

Information

TITLE

Manager's Report

RECOMMENDED ACTION

SUMMARY OF ISSUE

Attached is the Borough Manager's report on Borough policy and departmental issues for the period October 14 through October 27, 2026. An index page with a table of contents has been added to the report. For the reader's convenience, each article in the report is hyperlinked to the table of contents. Clicking on the article title in the table of contents will take the reader to that part of the report. Additionally, there is a hyperlink at the bottom of the pages that will take the reader back to the index as needed.

Attachments

Manager's Report for November 3, 2026

AIDEA Dry Dock

AIDEA PW Investments

Herring Cove Area Plan

Related Party Transactions for Mayor and Assembly

Borough Manager's Report to the Assembly & Community

NOVEMBER 3, 2026

Community Health & Safety

Promote a Clean & Safe Community

1 North Point Higgins School Fuel Discharge

1 Maintenance Building Expansion

2 Roosevelt Water Treatment Plant Road Restoration

3 October 15th Weather Event - EOC Activation

3 South Tongass Fire Station Open House

Vibrant Economy

Maintain & Grow a Diverse Economy

4 AIDEA Pursuing $36M in Federal Funding for Ketchikan Shipyard Improvements

Transportation

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

4 Digital Fares Lead Transit Pass Sales in Fiscal Year 2026

6 Special Evening Shuttle for the Totem Heritage Center's 50th Anniversary

6 Eight Transit Employees Earn Samsara Top Driver Recognition

6 Transit Defensive Driving Trainers Recertified in the Smith System

Quality of Life

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

7 Rainbird Trail Inspected After Fall Damage

7 Borough Staff Continues Work on Rainbird Trail

8 South Point Higgins Parking Lot Expansion

8 Composting Area Constructed

8 Parks and Fields Facilities Prepared for Winter

9 The Bus Visits Library Storytime for a 4th Year

10 G.A.C. Pool Stair Reinforcement Project Complete

Organizational Excellence

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

11 Herring Cove Area Plan - Planning Dept Update

11 Kayhi Senior Government Class Visit

12 ADA Website Accessibility Compliance Update

12 Human Resources Office Relocation

12 Employee Wellness: Biometric Screening/Flu Clinics

12 Finance Department - Claims Report

13 Related Party Transactions for Mayor and Assembly

13 Recruitment and Staffing

13 Onboarding Automation Project

Borough Manager's Report to the Assembly & Community

Meeting of November 3, 2026

Community Health and Safety

Promote a Clean and Safe Community

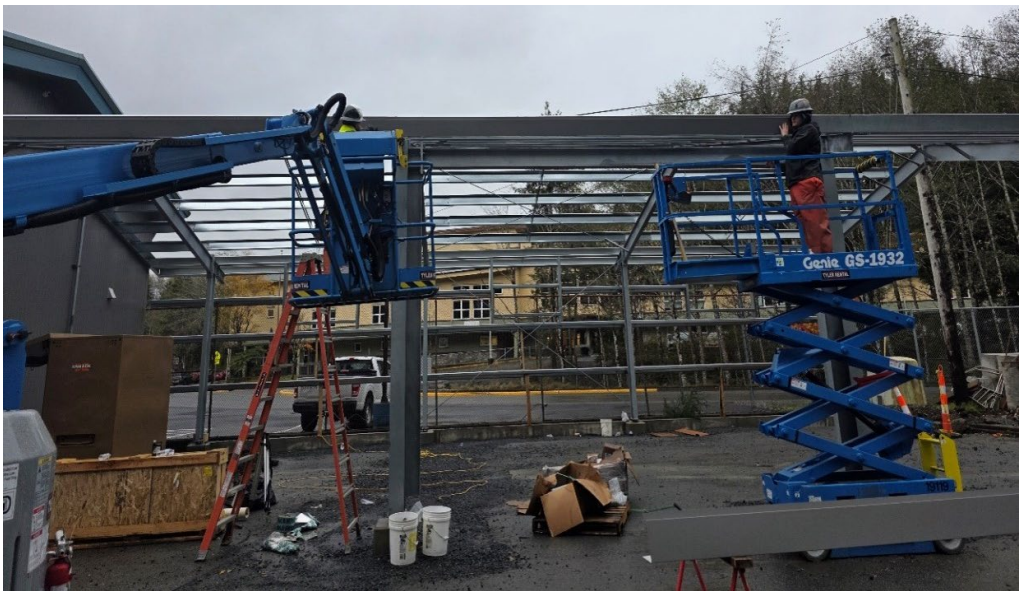
➢ North Point Higgins School Fuel Discharge

On October 15, Ketchikan experienced nearly 3 inches of rain over the 24-hour period. As a result of the heavy rainfall, Maintenance Tech II Jason Neumeister and Daryl Hert discovered diesel fuel present in the North Point Higgins containment pond following the storm. Staff placed more absorbent pads and booms to catch and collect the fuel. NTVFD continues to monitor the site.

After nearly eight months of no significant releases of fuel into the downstream drainage, recent fall rains have caused new seepages of fuel into the containment pond. Following the initial release in late September, fuel accumulation following rain events, however, has been reduced.

➢ Maintenance Building Expansion

On June 1, the Borough Assembly awarded the contract for the Maintenance Building Expansion to Dawson Construction LLC in the amount of $369,715. The agreement was executed on June 17 and mobilization commenced on September 8, six days prior to the scheduled start date. Significant progress of the construction project was observed, such as site preparation, concrete footings, and installation of the prefabricated metal structure of the building. The project will be tentatively done the 3rd week of November.



Dawson staff installing the metal frame structure of the roof.

➢ Roosevelt Water Treatment Plant Road Restoration

In addition to their regular duties, the Public Works Utilities staff spent the week of October 19 resurfacing the access road to the Water Treatment Plant located on Roosevelt Dr. The steep 750' road was in poor condition and overgrown with brush. Operators cleared the road corridor and resurfaced the roadway with 60 yards of D1 and roll-compacted the surface. The road repairs will improve safe access to the water plant, especially in winter months.

Resurfaced access road to Roosevelt Water Treatment Plant

➢ October 15th Weather Event - EOC Activation

Following the October 15, weather event, the City of Ketchikan and Ketchikan Gateway Borough issued a joint disaster declaration in response to damage at the Ketchikan Public Utilities Ward Cove Substation and the Harbormaster site.

The Emergency Operations Center (EOC) was activated to support coordination and response efforts related to the storm damage. City and Borough personnel participated in the response.

The EOC brought together personnel with emergency management training to coordinate information, share updates, and support response planning. This coordination helped facilitate an organized response to the storm damage and recovery efforts from both local and state partners.

➢ South Tongass Fire Station Open House

The South Tongass Volunteer Fire Department will host an open house on Saturday, November 7, from 1:00 to 4:00 p.m. to celebrate the reopening of the fire station. The community is invited to stop by and celebrate this milestone with the department.

Vibrant Economy

Maintain and Grow a Diverse Economy

➢ AIDEA Pursuing $36 Million in Federal Funding for Ketchikan Shipyard Improvements

The Alaska Industrial Development and Export Authority (AIDEA) has notified the Ketchikan Gateway Borough of its intent to pursue two federal grant opportunities totaling **$36 million** through the U.S. Economic Development Administration (EDA) for improvements at the Ketchikan Shipyard. Following approval of an AIDEA Board Resolution, the Authority submitted formal notices dated October 23, 2026, outlining the proposed projects and inviting Borough review and comment.
The proposed funding requests include:

- **Dry Dock #3 – First Unit:** AIDEA intends to request $20 million through EDA's FY2025 Disaster Supplemental funding opportunity toward the construction of the first unit of Dry Dock #3. The project, estimated at $46.4 million, would construct three sections of a modular floating drydock, providing approximately 255 feet of additional drydock capacity. AIDEA would contribute $26.4 million toward the project.
- **Southeast Berth Reconstruction:** AIDEA intends to request $16 million through EDA's Public Works funding opportunity to reconstruct the shipyard's southeast berth. The $20 million project would include removal of existing infrastructure, construction of a new pier face and mooring facilities, utility improvements, and associated dredging. AIDEA would provide the remaining $4 million.

Together, these proposed investments would enhance the Ketchikan Shipyard's infrastructure, expand vessel maintenance and repair capabilities, and support long-term economic development and year-round maritime employment in the region.

Both funding opportunities require a 15-day public comment period, which AIDEA initiated with its notification to the Borough. Comments may be submitted to AIDEA Executive Director Randy Ruaro at rruaro@aidea.org and Kelvin Goode at kgoode@aidea.org. AIDEA will incorporate comments received, along with its responses, into the respective grant applications.

The Borough has received the formal notices and supporting documentation, which are included as attachments to this Manager's Report for the Assembly's information and review.

Transportation

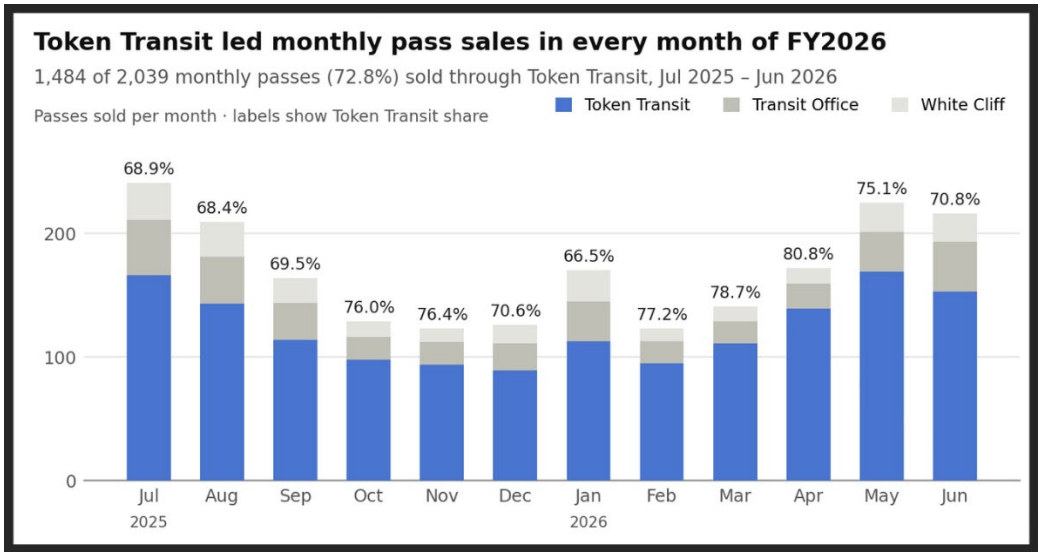
Deliver a Seamless Transportation Network for Resident and Non-Resident Air Travelers and Transit Patrons

➢ Digital Fares Lead Transit Pass Sales in Fiscal Year 2026

The Transit Department sells bus passes through three channels: the Token Transit mobile fare app, the Transit Office counter, and the Finance counter at the White Cliff Building. In Fiscal Year 2026,

the department sold 2,039 monthly passes, an average of 170 per month. Token Transit accounted for 1,484 of those sales, or 72.8 percent, outselling the two in-person counters combined by roughly 2.7 to 1.

The chart below displays monthly pass sales by channel. Token Transit was the leading channel in every month of the fiscal year, ranging from 66.5 percent of sales in January to 80.8 percent in April.



Token Transit also sold 11,311 single-ride and day passes in FY2026, more than five times the year's monthly-pass volume. These sales closely follow the cruise season: the five cruise-season months within the fiscal year averaged 1,555 passes per month, compared with 460 per month from November through March. June 2026 was the year's high point, at 1,871.

Annual passes are the one product where in-person sales still lead, with the Transit Office selling more than half of the 82 annual passes sold during the year. The in-person counters also continue to serve agencies and organizations that purchase passes for their clients and pay by check, which the White Cliff Finance counter can accept and the Transit Office cannot (per policy).

Sales Channel	Monthly Passes	Share	Annual Passes	Share
Token Transit	1,484	72.8%	24	29.3%
Transit Office	331	16.2%	47	57.3%
White Cliff	224	11.0%	11	13.4%
Total	**2,039**	**100%**	**82**	**100%**

Fare revenue from all sources, including cash paid on board, totaled $231,131 in FY2026. Staff will continue tracking pass sales by channel, and future reports will compare digital fare use with on-board cash payments.

➢ Special Evening Shuttle for the Totem Heritage Center's 50th Anniversary

The Transit Department will operate a special evening shuttle on Friday, November 6, from 4:30 to 7:30 p.m., for the Totem Heritage Center's 50th Anniversary open house. Ketchikan Museums is hosting the open house from 5 to 7 p.m., the same evening as downtown First Friday events. Because parking near the Heritage Center is limited, the shuttle will connect the Totem Heritage Center, the Tongass Historical Museum and downtown stops near public parking.

➢ Eight Transit Employees Earn Samsara Top Driver Recognition

Eight Transit Department employees earned Samsara Top Driver recognition for the third quarter of 2026 (July 1 – September 30). Top Drivers completed the quarter with no unsafe driving behaviors recorded and strong safety scores, with recognition grouped by distance driven. The department's overall safety score, which reflects the driving of all Transit employees, held at 99 out of 100 for the second consecutive quarter. The Transit Department thanks these employees for their commitment to safe driving.

Distance Driven	Employee	Miles	Safety Score
5,000+ miles	Chima Lekwauwa	8,535.7	100
	Brandon Thomas	8,124.3	99
	Jemmar Macaspac	7,314.7	99
1,000 – 4,999 miles	Dianna Secrest	1,244.5	99
10 – 999 miles	Tony Cowley	606.9	100
	Ervin Correa	105.5	95
	Vanessa Gossman	24.7	100
	Cliff Holten	12.1	100

➢ Transit Defensive Driving Trainers Recertified in the Smith System

On September 23 and 24, Operations Supervisor Vanessa Gossman and Lead Driver Dianna Secrest completed Smith System defensive driving trainer recertification in Anchorage. The certification is valid for two years.

The Smith System is a nationally recognized defensive driving program built on five keys:

1. Aim High in Steering
2. Get the Big Picture
3. Keep Your Eyes Moving
4. Leave Yourself an Out
5. Make Sure They See You

These principles help drivers anticipate hazards, keep a safe space around their vehicles and communicate clearly with other road users. Keeping certified trainers on staff allows the Transit Department to provide defensive driving instruction in-house, supporting the safety of passengers, employees and the public.

Quality of Life

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

➢ Rainbird Trail Improvements Inspected After Fall Storms

The Rainbird Trail Stairs and Platform was completed on October 14, 2026. On October 16, Morgan Barry and Stefhanie Smith headed onto the trail to check the new stairs and viewing platform after the storm event. Areas were noted for drainage improvements on the trail which will be done with the help of the volunteers. The stairway showed no signs of any damage and the new drainage at the Rainbird Trail stairs landing is channeling water effectively.

Rainbird Trail stairs after the storm

View from platform after brush clearing.

➢ Borough Staff Continues Work on Rainbird Trail

Following a successful volunteer effort with the Ketchikan Botany Club, Borough Public Works Parks staff have continued working on areas of Rainbird Trail in preparation for the expected re-opening in November. As time and weather have allowed, staff have completed the following:

- Reinstallation of stair treads at both 3rd Ave trailheads

- Clearing of trees and brush from in front of the new viewing platform
- Completed the trail restoration at the bottom of the new stairs
- Added new surfacing at the UAS trailhead
- Cleared brush throughout the trail corridor

Staff have several signs on order that will direct trail users away from the slide area. Once the signs are installed and other minor improvements are made, the trail will be opened to the public.

➢ South Point Higgins Parking Lot Expansion

At its meeting on October 5, the Borough Assembly moved to award the South Point Higgins Beach Parking Lot Expansion contract to Ketchikan Ready Mix in the amount of $273,700. On October 21, the agreement was signed for the project and the Notice to Proceed was sent to Ketchikan Ready Mix to begin the mobilization of the project.

➢ Composting Area Constructed

On October 26, Public Works staff constructed a two-bay compost enclosure from interlocking concrete blocks at the Borough's D-1 property. The enclosure will allow staff to begin separating out green waste currently disposed of at the site and composting suitable material. Soil and plants from the Borough's hanging basket program, along with lawn clippings, leaves, and other organics collected during Parks and Fields maintenance, will be composted. The finished compost will be used to amend planter beds and green spaces, reducing the amount of green waste from the Borough's park facilities that goes to disposal.

Newly constructed composting area at D-1 property

➢ Parks and Fields Facilities Prepared for Winter

Through October, Parks and Fields staff have been busy preparing facilities for winter. By the end of October all concession stands and parks and fields restrooms will be closed and winterized. Nets and batting cages have been removed along with other temporary sports field equipment. Hanging baskets have been taken down, cleaned and stored for winter. Parks and Fields staff will also be finishing preparing snow removal equipment in the coming week.

Prior to the backstop nets being taken down at Walker Field, a fall storm damaged the anchoring on one of the sections of backstop netting causing the netting to fall. Staff will repair the net anchor in the spring prior to the start of the baseball season.

Storm damaged backstop netting

➢ The Bus Visits Library Storytime for a Fourth Year

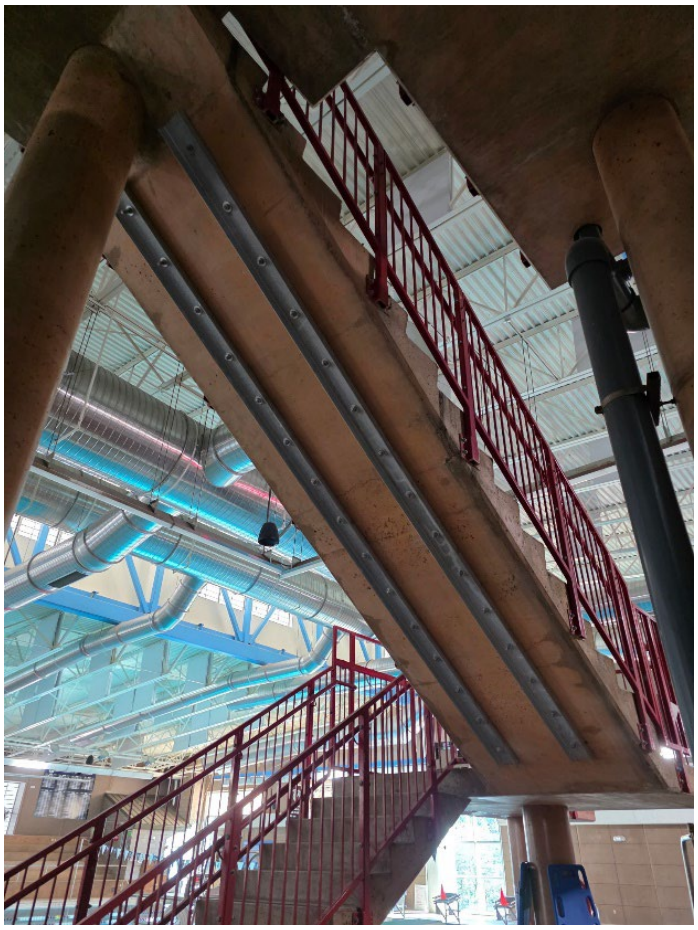
The Bus returned to the Ketchikan Public Library's weekly Storytime program on October 2, its fourth year as a presenter. Storytime serves children from birth to age 8 and their families, and library staff invite local organizations to read a book and share their work.

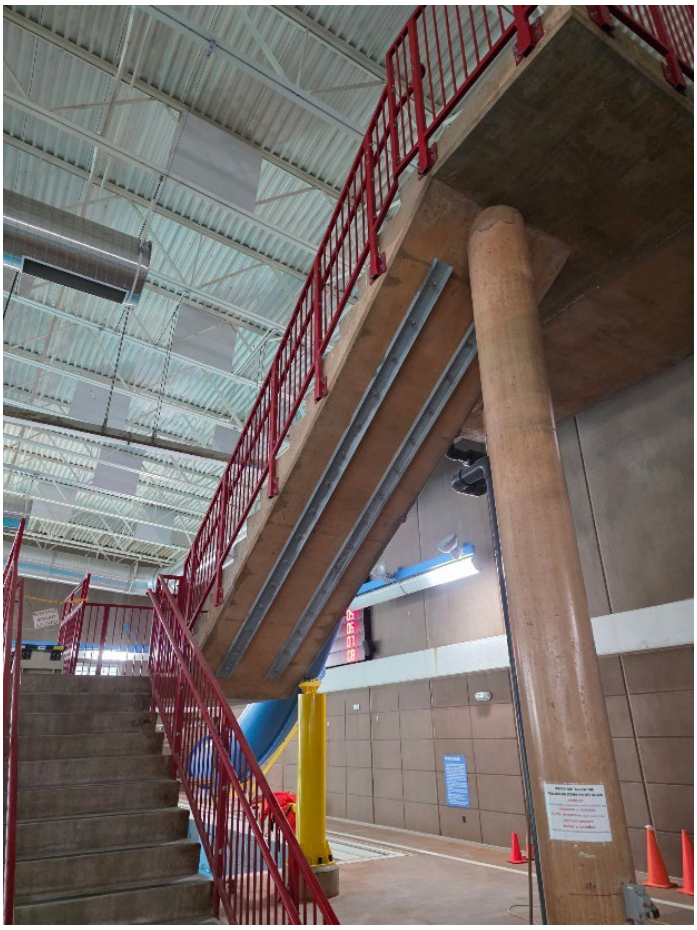
Administrative Assistant Jamie King read *Gus Loves the Bus*, and Lead Driver York Smith then took families for a ride on The Bus from the Library to the Recreation Center and back. Many families said it was their first time riding The Bus and were surprised by how clean, comfortable and fun the ride was.

Events like Storytime introduce new riders to Ketchikan's transit system, and the Transit Department looks forward to welcoming these families aboard again.

➢ Gateway Aquatic Center Pool Stair Reinforcement Project Complete

The Ketchikan Gateway Borough Parks and Recreation Department is pleased to report the successful completion of repairs to the free-standing concrete staircase leading to the slide tower and high dive at the Gateway Aquatic Center.





Following the identification of deteriorating conditions affecting the staircase, the Borough contracted with Dawson Construction on August 14 to perform the necessary repairs. The project was undertaken on a time-and-materials basis to address the structural concerns and restore the staircase to a safe and functional condition.

Dawson Construction completed the repairs on October 19, and the staircase has since been reopened for high dive use. Once staff training has been completed the slides will be reopened. The completion of this project restores access to the slide tower and represents another important step in the Borough's ongoing efforts to maintain its recreational facilities, address infrastructure deficiencies, and provide a safe and enjoyable experience for Aquatic Center patrons.

The Borough appreciates the public's patience while these necessary repairs were underway.

Organizational Excellence

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

➢ Herring Cove Area Plan – Planning Department Update

The Planning and Community Development Department has prepared a memorandum outlining the history of Borough efforts to address land use, tourism, zoning, and infrastructure concerns in the Herring Cove area, along with the challenges associated with implementing potential solutions. Although the Assembly recently authorized staff to begin the Request for Proposals (RFP) process for a Herring Cove Area Plan, staff recommend suspending that process pending additional community outreach to better define achievable objectives and evaluate available options.

Staff intends to engage area property owners and conduct an informal town hall to gauge interest in potential strategies, including development of a future zoning map, land acquisition, and establishment of a service area with road powers to address concerns along Powerhouse Road. Outreach will help determine which strategies have community support, what can be accomplished with existing Borough resources, and whether outside consulting services are warranted. A work session with the Assembly may be scheduled in January to review the findings and discuss the appropriate path forward.

The Planning Director's memorandum is attached for the Assembly's review.

➢ Ketchikan High School Senior Government Class Visit

On October 22, Ketchikan High School's senior government classes visited the White Cliff Building to learn about local and state government. Students sat at the Assembly dais, met with Borough and City mayors and managers, and participated in Planning Department Jeopardy. They also learned about elections, civic rights, transit, public works, and other local government services. Students also stopped at the Legislative Information Office (LIO), where they learned more about state government and met Representative Jeremy Bynum.

It was great to welcome the students and give them a closer look at how local government serves the community.

➢ ADA Website Accessibility Compliance Update

The Clerk's Office continues working to prepare the Borough's public-facing website, documents, and applications for compliance with the U.S. Department of Justice's Title II accessibility requirements. The regulations require state and local governments to meet WCAG 2.1 Level AA accessibility standards, with the Borough's compliance deadline extended to April 2028.

Staff continue evaluating options to improve the accessibility of uploaded documents and ensure compatibility with the Borough's existing website and web-based systems. Additional planning includes accessibility requirements for online content, applications, and video content, including captioning for livestreamed public meetings.

The Clerk's Office will continue evaluating solutions and planning for implementation ahead of the compliance deadline.

➢ Human Resources Office Relocation

The Human Resources Department has relocated from the Manager's Office, Suite 210, to the third floor, Suite 314. The new office space provides an improved working environment that supports productivity and confidentiality. Staff direct phone numbers remain unchanged; however, the main Human Resources phone number is now (907) 228-2350.

The City Attorney and Paralegal are temporarily sharing the office suite. Once City employees return to City Hall, additional workspace will become available to accommodate the planned recruitment of the HR Analyst position.

➢ Employee Wellness: Biometric Screenings and Flu Clinics

Employee biometric screenings were held at White Cliff on September 28th and 29th. Participating Borough employees earned 500 Wellness points while receiving valuable information about key health indicators.

Creekside Health also provided two on-site flu vaccination clinics for Borough employees and building tenants. Employees were eligible to earn Wellness points for receiving the optional vaccination. The additional clinic provided greater flexibility and access to preventive health services.

➢ Finance Department – Claims Report

Due to the presence of external auditors conducting the Borough's annual Fiscal Year 2026 audit, the Finance Department is prioritizing staff time and resources to support the audit process. As a result, the claims report will be deferred and presented to the Assembly at its next regularly scheduled meeting.

➢ Related Party Transactions for Mayor and Assembly

At least quarterly, the Finance Department shall submit a report to the Borough Assembly identifying all related party transactions involving the Mayor or an Assembly member, including the number of transactions and the total dollar value of sales for the reporting period.

Attached is a Related Party Transactions summary, covering the period July 1, 2026, through September 30, 2026.

➢ Recruitment and Staffing

Since July 1, 2026, Human Resources has received and processed 399 employment applications, coordinated and participated in 38 interviews, recruited, and onboarded 12 regular employees, 13 temporary employees, and four volunteers. Recruitment has primarily addressed vacancies resulting from employee turnover rather than workforce expansion. In addition to recruitment, the Department continues to manage personnel actions, administer FMLA and other leave programs, coordinate with labor unions, support employee relations, and collaborate with Borough departments on operational needs, workforce planning, and policy development.

➢ Onboarding Automation Project

Human Resources uses NEOGOV as its electronic recruitment and onboarding platform. As Finance continues its transition to Caselle financial software, staff from Human Resources, Finance, and Information Technology are working with both vendors to automate the transfer of new employee information between the systems, eliminating the need for duplicate data entry.

NEOGOV has completed its portion of the development, and Caselle is working on the functionality needed to receive the employee data. Once implemented, the integration is expected to reduce manual processing, improve data accuracy, and increase efficiency between Human Resources and Finance.

October 23, 2026

Austin Otos
Mayor, Ketchikan Gateway Borough
Ketchikan Gateway Borough
Ketchikan, Alaska

Re: Notice of intent to apply to the U.S. Economic Development Administration, Ketchikan Shipyard Dry Dock #3, First Unit

Dear Mayor:

The Alaska Industrial Development and Export Authority (AIDEA) intends to apply to the U.S. Economic Development Administration (EDA) under its FY2025 Disaster Supplemental Notice of Funding Opportunity for $20,000,000 toward the first unit of Dry Dock #3 at the Ketchikan Shipyard, 3801 Tongass Avenue. The total project cost is $46,400,000, with $26,400,000 from AIDEA. A copy of the proposed application is enclosed. AIDEA invites the Borough's review and comment; please send any comments to AIDEA within 15 days of receiving this letter.

The project builds three sections of a floating drydock in Ketchikan and joins them into one drydock of about 255 feet, giving the shipyard a third docking position. All work takes place within the existing shipyard.

AIDEA will include any comments, with its responses, in its application to EDA. For questions, please contact Kelvin A. Goode, PE, PMP, at kgoode@aidea.org or (907) 771-3037.

Sincerely,

Randy P. Ruaro
Executive Director
Alaska Industrial Development and Export Authority

Construction Budget Narrative

Attachment 3 | Alaska Industrial Development and Export Authority | Ketchikan Shipyard Dry Dock #3, First Unit | EDA FY2025 Disaster Supplemental, Implementation Path (Construction)

Basis of the budget

This budget uses the line items of EDA's Construction Budget Narrative Template, with columns a to c as defined on the SF-424C (Form 02, entered in EDGE), and matches Section C.11 of the Preliminary Engineering Report (Attachment 7). It is a planning-level estimate. Dry Dock #3 planning-level costs are about $80,000,000 to fabricate the six-section dock and about $20,000,000 for shoreside work, including the Phase 1 southeast berth (Bay Welding Services Sizing White Paper, Rev A, 01/14/2025; rough order of magnitude, no escalation). The $80,000,000 is fabrication only, before design, inspection, administration, contingency and escalation. The construction line (line 9) applies that rough-order-of-magnitude (ROM) fabrication cost straight-line to the three sections of the first unit (about $13,333,333 per section), and lines 1, 5, 6 and 13 add AIDEA planning allowances stated as percentages of the construction line. The licensed engineer AIDEA engages under its engineering commitment (Attachment 15a) adopts the Preliminary Engineering Report before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides, with an itemized estimate of quantities and unit prices that replaces these figures. If the engineer's estimate or the construction bids exceed $46,400,000, AIDEA will either return to its Board for approval of additional non-federal funds or, in consultation with EDA, propose a scope change that still delivers a complete and usable first unit.

Known gaps in the planning estimate. The planning estimate does not yet price escalation from the 01/14/2025 pricing date to the fabrication midpoint; first-unit costs such as mobilization and integration of the first ballast control system; any mooring work beyond existing mooring points; Davis-Bacon wage rates for the fabrication work; classification costs beyond the allowance in line 5; any cost of the construction contractor's use of Drydock #2 and the shipyard fabrication areas, on the terms the bid documents set (Form ED-900, G.2); or a contingency set by the engineer. The adopted PER prices each of these.

Columns. Columns a to c follow the SF-424C (Form 02, entered in EDGE): every cost is allowable, so column b is $0 and column c equals column a on every line. The last two columns divide each line pro rata between EDA ($20,000,000 of $46,400,000, about 43.1 percent) and AIDEA ($26,400,000, about 56.9 percent), rounded to the nearest dollar.

Alaska Industrial Development and Export Authority, Ketchikan Shipyard Dry Dock #3, First Unit, EDA FY2025 Disaster Supplemental (EDA-DISASTER-2025)

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
1	Administrative and legal expenses	$400,000	$0	$400,000	$172,414	$227,586

AIDEA staff administration of the award: procurement of the construction and inspection contracts under 2 CFR 200.317 to 200.327, contract administration, EDA progress and financial reporting, payment requests and Davis-Bacon payroll review; preparation of the Corps and ADEC permit applications; and legal work to record EDA's interest in the first unit (a security interest or other statement of EDA's interest, perfected under Alaska law, 13 CFR 314.9) and the related opinion of counsel. Planning allowance of 1 percent of line 9. Application preparation costs are excluded.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
2	Land, structures, rights-of-way, appraisals, etc.	$0	$0	$0	$0	$0

None. The first unit is built and is planned to moor within the Ketchikan Shipyard, owned and operated through AIDEA, and no land or rights are purchased. If AIDEA's engineer finds that a new or upgraded mooring structure is needed for any section from launch to in-service, or for the unit in service, AIDEA adds it to line 9 before EDA's award, with title evidence for its location in the opinion of counsel (Form ED-900C, C.4 and D.1). If a tidelands authorization or other property interest is needed for a mooring location, AIDEA adds its cost to this line before EDA's award and will obtain it and evidence it to EDA before bid advertisement, or at such other time as EDA requires (Form ED-900C, D.2 and D.3). Any resulting increase in the total project cost is addressed as AIDEA's match commitment states (Attachment 15b). The pre-award opinion of counsel on title is funded by AIDEA outside the project budget.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
3	Relocation expenses and payments	$0	$0	$0	$0	$0

None. No person, business or organization is displaced (Form ED-900E).

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
4	Architectural and engineering fees	$0	$0	$0	$0	$0

None in the project budget. AIDEA funds the Preliminary Engineering Report under its engineering commitment of $250,000, and the design through sealed plans and specifications from other non-federal funds, both outside the project budget (Attachment 15a). Those costs are not proposed as matching share.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
5	Other architectural and engineering fees	$800,000	$0	$800,000	$344,828	$455,172

American Bureau of Shipping plan review and survey for classification of the unit under the ABS Rules for Building and Classing Steel Floating Dry Docks, and naval architecture services during fabrication, launch and joining, including inclining and stability documentation. Planning allowance of 2 percent of line 9.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
6	Project inspection fees	$1,200,000	$0	$1,200,000	$517,241	$682,759

Construction management and inspection from contract award (month 14) through fabrication, the three launches, joining, commissioning and closeout (month 48). Planning allowance of 3 percent of line 9.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
7	Site work	$0	$0	$0	$0	$0

None. Launch and joining are part of line 9.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
8	Demolition and removal	$0	$0	$0	$0	$0

None.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
9	Construction	$40,000,000	$0	$40,000,000	$17,241,379	$22,758,621

One sealed-bid construction contract for the three 85-foot sections of the first unit, each with its pontoon and wing-wall structure, six ballast pumps, two diesel generators, control station, fire main, electrical services and stairs; launch of each section using Drydock #2 or another method the engineer confirms; joining afloat with shear plates; an integrated ballast control system; mooring hardware for the planned connection to existing shipyard mooring points (PER Section 12, item 2); and commissioning. Three sections at $13,333,333 each, rounded (white paper ROM, straight-line). Davis-Bacon wage determinations apply to the contract.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
10	Equipment	$0	$0	$0	$0	$0

None. Pumps, generators and controls are installed components of the sections and are included in line 9.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
11	Miscellaneous	$0	$0	$0	$0	$0

None.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
12	SUBTOTAL (sum of lines 1 to 11)	$42,400,000	$0	$42,400,000	$18,275,862	$24,124,138
13	Contingencies	$4,000,000	$0	$4,000,000	$1,724,138	$2,275,862

Construction contingency of 10 percent of line 9, an AIDEA planning allowance for a rough-order-of-magnitude basis. The engineer sets the contingency basis in the adopted Preliminary Engineering Report.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
14	SUBTOTAL (sum of lines 12 and 13)	$46,400,000	$0	$46,400,000	$20,000,000	$26,400,000
15	Project (program) income	$0	$0	$0	$0	$0

None claimed in the budget. Consideration AIDEA receives from the operator for use of the EDA-funded unit will be identified and handled under EDA's program income rules and the award terms.

Line	Cost classification	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs	EDA share	AIDEA share
16	TOTAL PROJECT COSTS (line 14 minus line 15)	$46,400,000	$0	$46,400,000	$20,000,000	$26,400,000
17	Federal (EDA) assistance requested	Not applicable	Not applicable	$20,000,000	$20,000,000	Not applicable

Non-federal share

Source	Amount	Type	Availability	Documentation
Alaska Industrial Development and Export Authority corporate funds	$26,400,000	Cash	At award (planned 07/01/2027)	AIDEA Board of Directors resolution providing AIDEA's non-federal share for its Ketchikan Shipyard applications (Attachment 15c), which the Board adopts before this application is submitted; Executive Director's match letter (Attachment 15b)

AIDEA's corporate funds are non-federal and are separate from State general funds. This commitment is not pledged as match to any other federal award or request. AIDEA's $20,000,000 pledge to the FTA Ferry Service for Rural Communities request and its match for the EDA berth and first-unit applications are alternatives: if FTA funds any component also requested from EDA, AIDEA will reduce or withdraw the EDA request for that component, and its EDA match for that component, before award. The engineering commitment of $250,000 is separate from and in addition to this match and is not counted as match.

Other federal funds

No other federal funds are included in this budget, and none is committed. AIDEA discloses every related request. Amounts are planned, and each status is updated when this application is submitted.

#	Request (Assistance Listing)	Project	Total	Federal	AIDEA	Status
1	EDA Public Works (11.300)	Ketchikan Shipyard Phase 1 southeast berth reconstruction	$20,000,000	EDA $16,000,000	$4,000,000	In preparation
2	EDA FY2025 Disaster Supplemental, Implementation, construction (11.307)	Dry Dock #3 first unit (this application)	$46,400,000	EDA $20,000,000	$26,400,000	This application
3	EDA FY2025 Disaster Supplemental, Implementation, non-construction (11.307)	Ketchikan Shipyard Trades Pipeline	$1,999,089.79	EDA $1,599,271.83	$399,817.96	In preparation
4	EDA FY2025 Disaster Supplemental, Readiness (11.307)	Dry Dock #3 Remaining Sections Financing and Permitting Readiness	$600,000	EDA $440,000	$160,000	In preparation
5	USDOT BUILD, planning	Ketchikan Ferry Berth Replacement and Shipyard Access Planning, with DOT&PF	$3,885,077	BUILD $3,108,062	$777,015	In preparation; to be filed only if USDOT publishes a FY2027 notice
6	USDA Rural Development RISE	Southern Southeast Alaska Maritime Supplier and Entrepreneur Accelerator	$937,500	RISE $750,000	$187,500	In preparation; to be filed only if USDA publishes a notice
7	FTA Ferry Service for Rural Communities	Full Dry Dock #3 and shoreside work	$100,000,000	FTA $80,000,000	$20,000,000	Delivered 09/24/2026; FTA has made no decision as of October 5, 2026

On 09/24/2026, a Dry Dock #3 request to the FTA Ferry Service for Rural Communities Program (total project cost $100,000,000; FTA $80,000,000; AIDEA $20,000,000) was delivered to the U.S. Secretary of Transportation through the office of U.S. Senator Dan Sullivan, naming the Alaska Department of Transportation and Public Facilities (DOT&PF) as applicant and AIDEA as project partner and match

source. Its scope is the full Dry Dock #3 and about $20,000,000 of shoreside work that includes the Phase 1 southeast berth. FTA has made no decision as of October 5, 2026. AIDEA's $20,000,000 is a share of the whole $100,000,000 FTA project, not a payment for the shoreside work.

Coordination contacts. FTA request (Federal Transit Administration, Ferry Service for Rural Communities Program): Office of the Commissioner, Alaska DOT&PF, the applicant named in that request (Attachment 15e). AIDEA, for every request listed above: Kelvin A. Goode, PE, PMP, Infrastructure Development Senior Finance Officer, kgoode@aidea.org, (907) 771-3037.

Requests 1 and 3 to 6 do not include the first unit, and no cost or match dollar appears in more than one AIDEA application. Only the FTA request overlaps this scope. If FTA funds any component also requested from EDA, AIDEA will notify EDA and reduce or withdraw the EDA request for that component before award. If FTA makes an award after EDA's award that funds any component of this project's scope, AIDEA will notify the EDA Program Officer and Grants Officer in writing at once, coordinate with FTA and DOT&PF, and request EDA's written approval of a revised scope, budget, match and schedule before any overlapping cost is charged to either award or any match is redirected (2 CFR 200.308).

Federal requirements reflected in the budget

Davis-Bacon prevailing wages apply to the construction contract (42 U.S.C. 3212), with the Contract Work Hours and Safety Standards Act. Before advertising, AIDEA will ask EDA to confirm the wage determination for the fabrication work at the Ketchikan Shipyard, the place of performance the bid documents name, and will request conformed classifications for any shipbuilding craft the determination does not list; the engineer's estimate prices those rates. The domestic preference provisions of 2 CFR 200.322 apply to procurement. Projects under this funding opportunity are not subject to the Build America, Buy America Act (NOFO Appendix III.13). No indirect costs are requested. No pre-award costs are included; any pre-award costs are outside the project budget and at AIDEA's risk. No subawards are proposed. The construction contract includes the project sign EDA specifies, displayed at the shipyard throughout construction (EDA Construction General Terms and Conditions).

Impact and Engagement Narrative

Ketchikan Shipyard Dry Dock #3, First Unit | EDA FY2025 Disaster Supplemental, Implementation Path (Construction) | Alaska Industrial Development and Export Authority

Section 1. Executive Summary

Project title. Ketchikan Shipyard Dry Dock #3, First Unit.

Applicant. The Alaska Industrial Development and Export Authority (AIDEA), a public corporation of the State of Alaska (AS 44.88). AIDEA's statutory purpose is "to promote, develop, and advance the general prosperity and economic welfare of the people of the state, to relieve problems of unemployment, and to create additional employment" (AS 44.88.070). The Ketchikan Shipyard is owned and operated through AIDEA, and JAG Ketchikan, LLC, part of JAG Marine Group, has operated the Ketchikan Shipyard since 09/19/2025.

Summary. To support Ketchikan's maritime industry and year-round work after the 2024 landslides, AIDEA will build the first unit of Dry Dock #3: three of the six 85-foot sections of a modular floating drydock, about 255 feet over pontoons, fabricated and launched in Ketchikan and joined afloat into a complete drydock designed to operate on its own. The full dock is designed to ABS floating dry dock rules at 510 feet and about 23,000 long tons of lift (Bay Welding Services white paper, Rev A, 01/14/2025). The first unit has a planning-level lift of about 11,500 long tons. It gives the yard a third docking position, is designed to let the yard maintain its Drydock #2 in Alaska, and serves ferries, research ships and cutters up to about 255 feet.

Cost and financing. The total project cost is $46,400,000, a planning-level estimate built from the white paper's rough-order-of-magnitude fabrication cost (Attachment 3). AIDEA requests $20,000,000 from EDA (43.1 percent) and will provide $26,400,000 in AIDEA cash (56.9 percent; Attachments 15b and 15c). AIDEA also provides $250,000 of its own funds, outside the project budget and not counted as match, for a licensed engineer to adopt the Preliminary Engineering Report (PER) before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides.

Disaster and recovery. The Ketchikan Gateway Borough is in FEMA major disaster FEMA-4846-DR (landslides of 08/25/2024, declared 11/13/2024). The 08/25/2024 landslides did not damage the shipyard and did not cause its 2025 contraction; this project strengthens the declared area's economy after the disaster. EDA defines economic recovery resilience to include "effects from industry contractions or economic impacts from natural disasters" (NOFO A.5). The project answers both with durable, year-round industrial capacity.

Goals. (1) Maintain the shipyard's Drydock #2 and mid-size vessels in Alaska instead of out of the State. (2) Add a third docking position so more ferries and federal vessels can be docked in Alaska, with fewer slot conflicts. (3) Begin the staged build-out of Dry Dock #3 with a complete, usable unit. (4) Grow year-round shipyard jobs in Ketchikan. Each goal has a measure in Section 3, reported against pre-disaster and post-disaster baselines.

Region. The Ketchikan Gateway Borough, including the City of Ketchikan and the City of Saxman, and the southern Southeast Alaska labor market that includes Metlakatla (Annette Island Reserve) and Prince of Wales Island communities.

Section 2. Disaster Impact

The economy before the disaster. Ketchikan's year-round economic base was narrow. In the last year before the disaster, the cruise season drove the Borough's labor force from 6,443 in January 2024 to

8,293 in July 2024, a swing of about 29 percent, and its unemployment rate from 4.9 percent in January, above the national 4.1 percent, to 2.9 percent in July, below the national 4.5 percent (not seasonally adjusted; BLS Local Area Unemployment Statistics). The shortfall is winter work. Maritime work is the region's industrial anchor: 14 percent of all Southeast Alaska employment earnings, but private maritime and Coast Guard wages fell from $482.2 million in 2022 to $380.2 million in 2023, a 21 percent drop (Southeast Conference CEDS, p. 7), and stood at $413.9 million in 2024 (Southeast Alaska by the Numbers 2025).

The 2024 landslides. The landslides of 08/25/2024 killed a city worker, destroyed homes and infrastructure and blocked the Third Avenue Bypass, one of the main arteries through town; cleanup and recovery had cost the City of Ketchikan nearly $1.6 million, with more than $1 million in repairs outstanding (KRBD, 11/21/2024). The President declared a major disaster on 11/13/2024 (FEMA-4846-DR), with Public Assistance for the Borough and Hazard Mitigation statewide. FEMA reports ten Public Assistance projects totaling $2,324,480.57, with $1,767,617.35 federal share obligated (OpenFEMA, as of 10/02/2026). The Southeast Conference CEDS now states: "After devastating landslides in recent years, disaster preparation efforts should be a cornerstone of planning procedures going forward" and calls on the region to "protect the economic vitality of areas affected by natural disasters" (p. 33).

The 2025 shipyard contraction and transition. In the months after the declaration, the shipyard went through a change of operator. JAG Ketchikan, LLC, part of JAG Marine Group, has operated the Ketchikan Shipyard since 09/19/2025. The prior operator's workforce declined over a decade; layoffs began in July 2025, and by the 09/19/2025 operator transition the yard's workforce was a small fraction of its former level (AIDEA 2025 Annual Report; Ketchikan Daily News, July 2025). The landslides did not cause this contraction, but it added to their effect on Ketchikan's economy.

Evidence of docking-slot constraints. Two docks limit how many vessels the yard can take at one time. The yard has two floating drydocks and "no undeveloped waterfront" (white paper). It "currently does not have the capability to lift the existing drydocks," so their maintenance "would require the drydocks to be towed out of the State of Alaska" (white paper). Docking slots are contested: in May 2026 "the Lituya took the Columbia's scheduled dry dock time and that set the Columbia work back a couple weeks" (Juneau Independent, 05/06/2026). The yard drydocked the Columbia for maintenance in 03/2024 (Anchorage Daily News, 03/30/2024) and the Coast Guard fast response cutter John McCormick in 09/2023 (Alaska Business, 09/27/2023). Alaska vessels go out of the State for drydocking: NOAA's Ketchikan-homeported Fairweather, short enough for the first unit, drydocked in Seattle in winter 2023 to 2024 (NOAA Office of Marine and Aviation Operations), and the ferry Kennicott, which the yard overhauled in 2022, spent 13 months at Everett Ship Repair, Washington, for a $27 million repower and overhaul, leaving Everett on 12/24/2025 (The Alaska Story, 12/28/2025). The first unit cannot dock the Kennicott or Columbia, but by taking smaller vessels it frees the existing docks for them. Regional capacity is shrinking: Mare Island Dry Dock in California closed on 01/01/2026 (Maritime Executive), and Washington State Ferries reported in 05/2025 that "shipyard capacity in the region is very limited."

Distress in the area served.

Indicator	Area	Value	Source and period
Per capita income	City of Saxman	$25,084 (56.2% of U.S.)	ACS 2020 to 2024, B19301
Per capita income	Annette Island Reserve (Metlakatla)	$33,199 (74.3% of U.S.)	ACS 2020 to 2024, B19301
24-month unemployment	Prince of Wales-Hyder Census Area	8.34% (U.S. 4.25%)	BLS LAUS, 09/2024 to 08/2026, not seasonally adjusted (23 published months)

Indicator	Area	Value	Source and period
Population change	Ketchikan Gateway Borough	-364 residents, -2.6% (U.S. +3.1%)	Census Bureau Vintage 2025 estimates, July 1, 2020 to July 1, 2025
January unemployment, before and after the disaster	Ketchikan Gateway Borough	4.9% (01/2024); 5.5% (01/2025); 5.5% (01/2026); U.S. 4.1%, 4.4%, 4.7%	BLS LAUS, not seasonally adjusted

Distress in the area the yard serves is structural and is concentrated in nearby communities: Saxman, within the Borough, is road-connected to the yard, and Metlakatla and Prince of Wales Island are ferry-connected to Ketchikan. The Borough as a whole does not meet EDA's numeric distress tests (24-month unemployment 4.13 percent against 4.25 percent nationally, 09/2024 to 08/2026; per capita income 109.6 percent of the U.S. on the ACS measure).

Section 3. Project Impact

What the project restores and what it adds. The 2025 contraction cost the yard work and workers, and docking slots are contested (Section 2). The first unit helps restore that work base with year-round fabrication and docking work, and adds two things the yard lacks. First, it is designed to lift Drydock #2 (229 feet long; about 2,145 long tons lightship per the white paper), so the yard can maintain that dock in Alaska instead of towing it out of the State. Second, it adds a third concurrent docking position for vessels up to about 255 feet, easing slot conflicts such as May 2026's, when the Lituya, which fits the unit, took the Columbia's dock time, so that more of these vessels can be docked in Alaska. By published length, these include the ferries LeConte and Aurora (235 feet) and Lituya (181 feet); NOAA's Ketchikan-homeported Fairweather (231 feet) and the Alaska-based Oscar Dyson (209 feet); and Coast Guard cutters based in Alaska, including 154-foot fast response cutters, the 175-foot Anthony Petit and, for routine dockings, the 225-foot buoy tenders Kukui (Sitka), Aspen (Homer) and Fir (Cordova). Each docking will be confirmed against the vessel's docking plan.

What the project builds. The first unit is three 85-foot pontoon sections, each a self-contained drydock module with its own pumps, generators and controls (white paper). AIDEA's engineer (Attachment 15a) sets final dimensions, lift, mooring and schedule in the PER (Attachment 7). The white paper's method builds and launches each section in Ketchikan and joins the sections afloat with shear plates; the engineer confirms how each section is built and launched (using Drydock #2, sub-modules or Land Level Berth #2) for its weight and dimensions. The joined sections are integrated under one ballast control system, commissioned and surveyed for classification as a three-section drydock. While a section occupies Drydock #2, the yard has one drydock in revenue service instead of two; the engineer states that time in the PER, which AIDEA provides to EDA. The white paper places the full dock at the southeast berth, which a separate AIDEA application would rebuild. The engineer sets where each section moors from launch until the unit enters service and where the unit operates in service; the planning basis is existing mooring points elsewhere on the shipyard waterfront, not the southeast berth while it is rebuilt, and any new or upgraded mooring structure the engineer finds necessary is added to this project's budget before EDA's award, with title evidence (Form ED-900C, C.4 and D.1).

Disaster-related needs this project addresses. The project supports the maritime sector, which earns 14 percent of Southeast Alaska employment earnings (CEDS, p. 7): ship repair and maintenance for the ferries, cutters and research ships the region depends on. It addresses the needs the disaster exposed in a narrow, seasonal economy; it does not repair landslide damage or provide direct disaster relief. For long-term economic recovery, it adds year-round industrial work in the designated Borough, where January unemployment runs above the U.S. rate: 0.8 points above before the disaster (01/2024), 1.1 points above in the first winter after it (01/2025) and 0.8 points above in 01/2026 (Section 2). For

resilience to future disasters and shocks, it adds a third docking position (next paragraph). For infrastructure, it enlarges a public shipyard rather than replacing it; EDA helped fund the shipyard's second drydock (2002) and its drydock berth (2006) (AIDEA records).

Resilience to future disasters and shocks. The Alaska Marine Highway System is a lifeline for communities without roads, and the CEDS records that "the Tazlina, Columbia, and Matanuska were out of service due to significant maintenance needs" (p. 14). A third dock in Ketchikan frees the existing docks for larger ferries like these, serves Alaska-based Coast Guard and NOAA vessels that fit it, and reduces dependence on West Coast yards, where capacity is limited and Mare Island Dry Dock closed on 01/01/2026. Nationally, deferred Coast Guard cutter maintenance has grown: $179 million in FY2024, almost nine times the 2019 amount (GAO-25-107222, 06/25/2025); the figure is national and does not estimate work for Ketchikan. The white paper designs the dock so that a section can be disconnected for maintenance while the others remain afloat; the engineer confirms how the unit is drydocked for its own maintenance in Alaska (PER Section 12). Against economic shocks, it adds year-round industrial work where the City draws about a third of its sales tax from tourism (City of Ketchikan 2024 Annual Comprehensive Financial Report).

Exceeding the pre-disaster trajectory. AIDEA's aim is economic: AIDEA will report vessels docked, docking days, and year-round shipyard employment and average wages in each reporting year after completion against both the pre-disaster and the post-disaster baselines (outcome measures below), with the aim of exceeding both. Before the disaster the yard could not maintain its own drydocks, had only two docks, and saw Alaska vessels drydock in Puget Sound. After this project it has three docks, one of them designed to lift Drydock #2 so that it can be maintained in Alaska, and the first unit of a dock that grows to 510 feet and about 23,000 long tons when later sections are financed. The work is year-round, which answers the winter shortfall shown in Section 2. The project also aligns with America's Maritime Action Plan (White House, 02/13/2026), which lists "Add and modernize drydocks" among its shipyard actions (p. 3) and calls for maritime prosperity zones outside traditional shipbuilding and ship repair centers, including Alaska (p. 6).

Why EDA's investment is necessary. Federal shipyard programs that might share the cost do not fit this project: MARAD Title XI guarantees are limited by statute to private shipyards (46 U.S.C. 53733(b)); the Port Infrastructure Development Program excludes "any project within a small shipyard" (46 U.S.C. 54301(a)(4)(B)); and MARAD's Small Shipyard grants totaled $35.18 million across 45 yards in FY2026, under $1 million per yard on average. The Federal Transit Administration (FTA) request for the full dock has no FTA decision as of October 5, 2026, and no other federal funds are committed (Section 5). AIDEA will provide 56.9 percent of the cost in cash (Attachment 15c), nearly three times the 20 percent share implied by EDA's general 80 percent limit. Public ownership keeps the asset in Ketchikan: through the 2025 change of operator, the yard and its drydocks stayed in Ketchikan under AIDEA, and the same will be true of this unit for its useful life. AIDEA asks EDA to share the cost of the smallest increment of the full dock that adds what the yard lacks: a two-section unit, about 170 feet, would likely be too short to lift Drydock #2 (229 feet), and the full six-section dock has no committed funding (Attachment 9, alternatives); the engineer confirms the smallest unit that operates on its own in the PER.

Near-term actions (first year). The licensed engineer adopts the PER before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides, and EDA completes its environmental review before award. AIDEA meets EDA's pre-construction conditions by month 3 and completes sealed plans by month 10. After EDA approves the plans and procurement, AIDEA advertises bids at month 11, and permits and ABS plan approval are in place by month 12, before the construction contract is awarded at month 14.

Longer-term strategy. AIDEA will own the unit for its useful life and keep it at the Ketchikan Shipyard. Sections launch at about months 24, 32 and 40, and the unit enters service by month 47. The operator will run and maintain it under an operating agreement EDA approves, which allocates routine operation and maintenance and major repairs between the operator and AIDEA; AIDEA, as owner, ensures the unit is maintained for its Estimated Useful Life (Form ED-900C, Sections D and E). The dock grows by adding sections 4 to 6 to the same design when they are financed, toward 510 feet and about 23,000 long tons. AIDEA's separate EDA Readiness request covers financing and permitting readiness for those sections, not this unit (Attachment 3). The maritime trades-training memorandum of understanding (MOU) announced in January 2026 (Section 4) connects the yard's year-round work to local workers, and, once JAG signs Attachment 15h, the operator's data commitment (Section 5) gives AIDEA the data to report the outcome measures to EDA as the award requires.

Outcome measures. AIDEA measures what the project changes: docking capacity kept and added in Alaska, the docking work the yard takes, and year-round shipyard employment and wages, each against the pre-disaster and post-disaster baselines, as the award requires. AIDEA claims no jobs or private investment, because the operator has not certified any (Form ED-900, E.5). EDA does not require Implementation projects to generate new jobs or private investment; they can also compete by improving "other measures for economic growth" (NOFO A.2.b).

Measure	Pre-disaster (before 08/25/2024)	Post-disaster (at award)	0 to 5 years after completion	5+ years after completion	Source
Drydocks able to dock vessels at the same time (Goals 2 and 3)	2	2	3 (+50%)	3, with sections 4 to 6 added when financed	White paper; ABS classification
Shipyard drydocks that can be maintained in Alaska (Goal 1)	0 of 2	0 of 2	1 of 2 (Drydock #2)	1 of 2, on Drydock #2's survey schedule	White paper; survey records
Vessels docked and docking days per year (Goals 1 and 2)	Prior operator's records for the 12 months before 08/25/2024, provided by AIDEA	Operator docking records, 09/19/2025 to award	Reported each year against both baselines; aim: above both	Above both baselines in each reporting year	Operator docking records
First vessel docked on the first unit (Goals 2 and 3)	Not applicable	Not applicable	By month 48 after award	Docking reported each year	Operator docking records
Drydock #2 docked on the first unit for its own maintenance (Goal 1)	Not possible in Alaska	Not possible in Alaska	At Drydock #2's first scheduled drydocking after the unit enters service	On Drydock #2's survey schedule	Operator docking records; survey records

Measure	Pre-disaster (before 08/25/2024)	Post-disaster (at award)	0 to 5 years after completion	5+ years after completion	Source
Construction milestones, months after award (Goal 3)	Not applicable	PER adopted by the engineer before EDA's award (Attachment 15a)	During construction: contract award by month 14; sections launched at about months 24, 32 and 40; ABS classification and unit in service by month 47	Not applicable	AIDEA progress reports to EDA; ABS classification records
Year-round shipyard employment and average wage (Goal 4)	Prior operator's records for the 12 months before 08/25/2024, provided by AIDEA	Certified from operator payroll at award	Reported each year against both baselines; aim: above both	Above both baselines in each reporting year	Operator payroll

Section 4. Engagement

Who was engaged and how. AIDEA built this request from engagement on the shipyard's future since November 2025 and from direct advice on the new dock. AIDEA met with local leaders in November 2025 to discuss a new start for the shipyard (AIDEA news release, 11/25/2025). In January 2026, AIDEA and Tlingit & Haida announced a memorandum of understanding under which the Tribe's Generations Southeast Community Learning Center works with AIDEA and JAG on maritime trades training (AIDEA, 01/13/2026; Tlingit & Haida, 01/14/2026). On 04/10/2026, the AIDEA Board of Directors held its regular meeting in Ketchikan (AIDEA, 04/16/2026). Senator Bert K. Stedman and Representative Jeremy T. Bynum wrote in support of the shipyard drydock project on 05/07/2026. In its letter (Attachment 15d), when signed, Southeast Conference, the Economic Development District, finds the project consistent with its CEDS, which sets the regional objectives this project serves. Before submitting, AIDEA sends the proposed application to the Borough and the City for at least 15 days of review and comment (Form ED-900, Section J).

What AIDEA heard. The region's plan asks for maritime capacity, port and harbor improvements, a stronger transportation workforce and protection of disaster-affected economies. The operator's letter (Attachment 15h), when signed, states that the yard's two docks limit the work it can take at once.

How AIDEA used it. AIDEA kept the full dock sized as the white paper sets it, including to lift the shipyard's drydocks, and will build it in stages, starting with a first unit designed to be complete and useful on its own: sized to lift Drydock #2, dock the ferries, research ships and cutters that fit it, and free slots on the existing docks for ferry work. AIDEA kept fabrication, launch and operation of the first unit in Ketchikan. AIDEA will fund the engineering itself, so the construction estimate will rest on a licensed engineer's adopted report, which EDA approves before construction, rather than on a concept estimate alone. Fabrication in Ketchikan creates hull work that the MOU's trainees can compete for; training itself is not part of this budget. The letters of Southeast Conference, DOT&PF, the Borough, the City, JAG Ketchikan, LLC, Senator Stedman and Representative Bynum, when signed, are Attachments 15d to 15j.

Section 5. Commitments

The commitment below is separate from AIDEA's $26,400,000 cash match.

Organization	Source	Type	Value	Associated component project(s)	Implementation	Outputs and outcomes
JAG Ketchikan, LLC (JAG Marine Group)	Private for-profit	Policy (data sharing)	Not monetized	Dry Dock #3 first unit (this application)	Starts at award, once JAG signs Attachment 15h. JAG certifies from payroll year-round shipyard employment and average wages as of the award date, and from docking records the vessels docked and docking days from 09/19/2025 to the award date, then reports vessels docked, docking days, employment and average wages semiannually through construction and annually for nine years after. Responsible: JAG Ketchikan, LLC (data); AIDEA (reports to EDA)	Outputs: a certified baseline at award, semiannual construction-period reports and nine annual reports. Outcome: verified data for the Section 3 outcome measures

Other federal funds. No other federal funds are in this budget, and none is committed. Attachment 3 lists every related request, with planned amounts and status. Only the FTA request overlaps this scope. On 09/24/2026, a Dry Dock #3 request to the FTA Ferry Service for Rural Communities Program (total project cost $100,000,000; FTA $80,000,000; AIDEA $20,000,000) was delivered to the U.S. Secretary of Transportation through the office of U.S. Senator Dan Sullivan, naming the Alaska Department of Transportation and Public Facilities (DOT&PF) as applicant and AIDEA as project partner and match source. Its scope is the full Dry Dock #3 and about $20,000,000 of shoreside work that includes the Phase 1 southeast berth. FTA has made no decision as of October 5, 2026. AIDEA's $20,000,000 is a share of the whole $100,000,000 FTA project, not a payment for the shoreside work. If FTA funds any component also requested from EDA, AIDEA will notify EDA and reduce or withdraw the EDA request for that component before award. In Attachment 15e, when signed, DOT&PF states it will coordinate with AIDEA so that no component is funded by both agencies.

Preliminary Engineering Report

Attachment 7 | Ketchikan Shipyard Dry Dock #3, First Unit | Prepared for adoption by the licensed engineer AIDEA engages | Supports Form ED-900C, Section C

About this report

Status. This Preliminary Engineering Report (PER) is prepared for adoption by the licensed engineer that the Alaska Industrial Development and Export Authority (AIDEA) engages under its engineering commitment (Attachment 15a). It follows the EDA Preliminary Engineering Report requirements (January 2026), items C.1 to C.11. It defines the project, its components, its constraints and a planning-level cost estimate. It is not a sealed design, and AIDEA does not represent that a sealed design exists.

Basis. The design basis is the Bay Welding Services "Ketchikan Dry Dock #3 Sizing White Paper, Rev A," dated 01/14/2025 (the white paper). The cost basis is the white paper's rough-order-of-magnitude (ROM) fabrication cost of $80,000,000 for the six-section dock, applied on a straight-line basis to three of six sections, plus AIDEA planning allowances stated in Section C.11. The ROM was priced 01/14/2025 and no escalation is applied.

What adoption adds. On adoption the engineer replaces the planning estimate with an itemized estimate of quantities and unit prices at a stated pricing date, with escalation to the fabrication midpoint and a contingency basis, and confirms the items in Section 12. The adopted PER is delivered to EDA when EDA requests it, and in any case before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides, and AIDEA accepts an award condition requiring EDA's approval of the adopted PER, the plans and specifications and the construction procurement before construction begins. If the engineer's estimate or the construction bids exceed $46,400,000, AIDEA will either return to its Board for approval of additional non-federal funds or, in consultation with EDA, propose a scope change that still delivers a complete and usable first unit (Attachments 15b and 15c, Section 7).

Item	Entry
Applicant and owner	Alaska Industrial Development and Export Authority (AIDEA), 813 West Northern Lights Boulevard, Anchorage, Alaska 99503
Project	Ketchikan Shipyard Dry Dock #3, First Unit: fabrication, launch, joining, commissioning and classification of three 85-foot sections of a modular floating drydock
Location	Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska 99901; 55°21'20.24"N, 131°41'48.62"W; Census Tract 02130000200; Ketchikan Gateway Borough
Operator and beneficiary	JAG Ketchikan, LLC, part of JAG Marine Group, which has operated the shipyard since 09/19/2025
Total project cost	$46,400,000 (EDA $20,000,000, 43.1 percent; AIDEA cash $26,400,000, 56.9 percent)
Construction period	48 months from EDA award

C.1 Description of project components

Type of project. New construction. The project builds a new floating drydock unit. As planned, it does not renovate or replace an existing facility or build new fixed waterfront structures; any mooring structure the engineer finds necessary is added as Section 12, item 2 states.

The full dock and the first unit. The white paper sizes Dry Dock #3 at six sections of about 85 feet each, designed to the ABS Rules for Building and Classing Steel Floating Dry Docks (edition confirmed by the engineer) and certifiable to MIL-STD-1625D, for an overall length of 510 feet over pontoons (535 feet with a 25-foot apron), a breadth of 180 feet, a working deck beam of 150 feet, an overall depth of 60 feet, 45-foot wing walls and a lifting capacity of about 23,000 long tons. The white paper's construction

method builds and launches each section separately in Ketchikan and joins the sections afloat with shear plates, so that the dock can be built at the Ketchikan Shipyard in stages, and individual sections can later be disconnected for maintenance.

This project is the first unit: sections 1, 2 and 3, joined and commissioned as one drydock designed to operate on its own. Sections 4 to 6 are not part of this project.

Component	Quantity	Description and capacity (white paper basis unless noted)
Pontoon and wing-wall sections	3	About 85 feet long by 180 feet breadth, 60 feet overall depth, 45-foot wing walls; each section about 1,650 long tons of its own steel weight
Ballast pumps	18 (6 per section)	Ballast pumping for each section
Diesel generators	6 (2 per section)	Section power for pumps, controls and services
Control stations	3 (1 per section), integrated into one ballast control system for the unit	Ballast control; the integrated system operates the three sections as one dock
Fire main and electrical services	3 sections	Fire main, power distribution and lighting on each section, connected across the joints
Access	3 sections	External stairs on each section
Section joints	2	Shear-plate connections joining sections 1 to 2 and 2 to 3 afloat
Mooring hardware	1 set	Fittings and mooring lines for each section from launch to in-service and for the joined unit. The planning budget assumes existing shipyard mooring points elsewhere than the southeast berth, with no new piles, dolphins or fixed structures; the engineer confirms or revises this (Section 12, item 2)
Completed first unit	1	About 255 feet over pontoons by 180 feet; planning-level lifting capacity about 11,500 long tons (three-sixths of the full dock's capacity)

Capability of the first unit. At about 255 feet and about 11,500 long tons of planning-level lift, the first unit is sized to dock vessels up to about 255 feet and to lift the shipyard's own Drydock #2 (229 feet long; about 2,145 long tons lightship per the white paper), which today would have to be towed out of Alaska for its own maintenance; the engineer confirms both (Section 12, item 1). Vessels that fit by published length include Alaska Marine Highway System ferries (LeConte and Aurora, 235 feet; Lituya, 181 feet), NOAA ships (Fairweather, 231 feet; Oscar Dyson, 209 feet) and Coast Guard cutters based in Alaska (154-foot fast response cutters, the 175-foot Anthony Petit and, for routine dockings, 225-foot buoy tenders). Each docking will be confirmed against the vessel's docking plan and the certified capacity. For these vessels length, not lift, is the limiting dimension; the first unit's lift follows from building it as three of the full dock's six sections, so that later sections can be added. The first unit does not dock polar icebreakers, which need five to six sections.

Components not funded by EDA. Sections 4 to 6 of Dry Dock #3 are outside this project and are not funded by this request. The PER and design are funded by AIDEA outside the project budget under its engineering commitment (Attachment 15a). Reconstruction of the shipyard's southeast berth is a separate project under a separate application and is not part of this project. The white paper identifies the southeast berth as the operating location for the full six-section dock and states that new shoreside work is required to place the full dock there. Whether the sections and the joined unit can moor at existing mooring points from launch to in-service has not yet been determined. The engineer determines it from a bathymetric survey before the PER is adopted (Section 12, item 2). No section will moor at the southeast berth while that berth is being rebuilt. If a new or upgraded mooring structure is needed, AIDEA adds it to this project's scope and budget as real property, with its cost, before EDA's

award, and will provide title evidence for its location with the opinion of counsel (Form ED-900C, D.1), and EDA's environmental review will cover it. Any resulting increase in the total project cost is addressed as AIDEA's match commitment states (Attachment 15b).

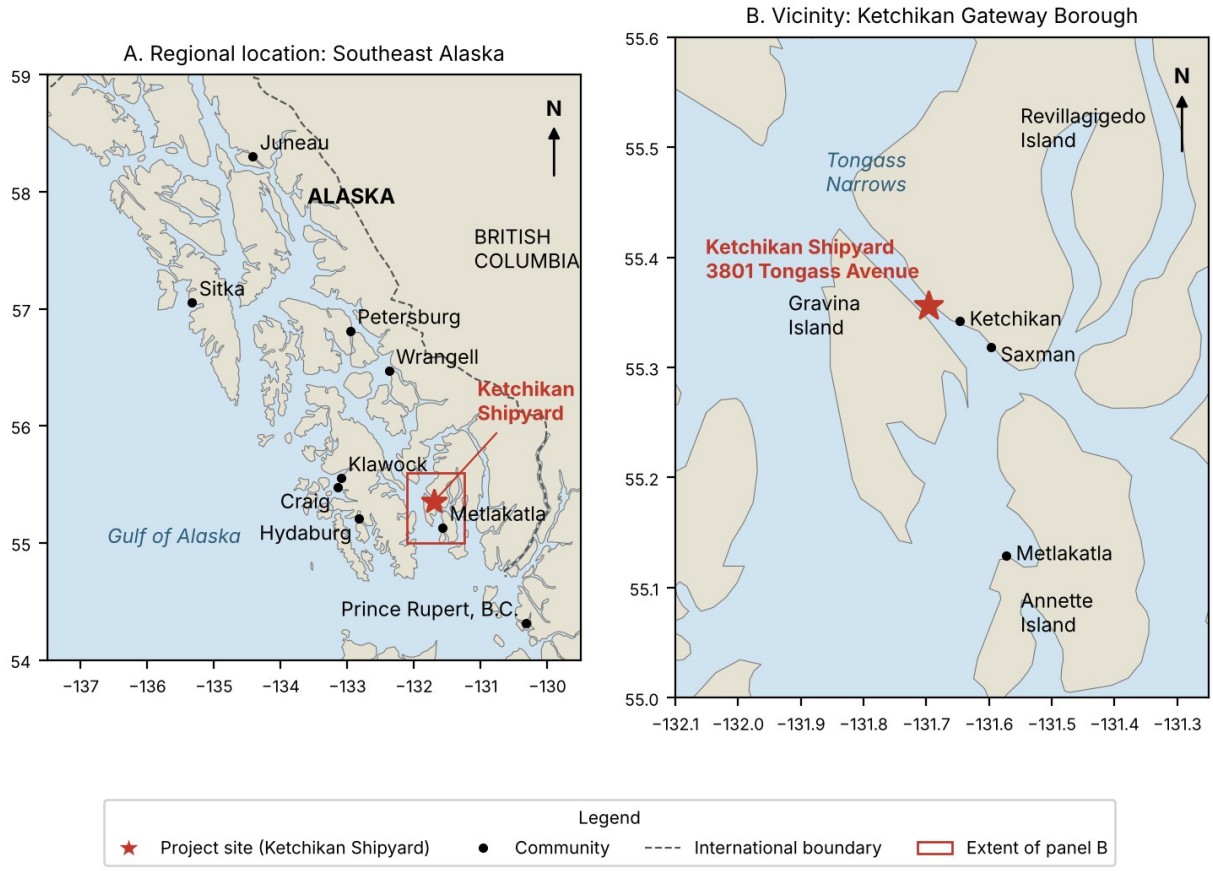
Components with a useful life under 20 years. Ballast pumps, diesel generators, control systems and electrical equipment. The steel pontoon and wing-wall structure, shear-plate joints and fire main piping are the long-life elements. The engineer states the expected useful life of each component on adoption.

C.2 Consistency with Form ED-900

The project components described in this report are consistent with the EDA investment project description in Form ED-900, Sections B.1 and B.2 (Form 05): three sections of Dry Dock #3 fabricated, launched and joined in Ketchikan into one drydock of about 255 feet, designed to operate on its own, commissioned and classified, at a total project cost of $46,400,000. The same scope and figures appear in the Impact and Engagement Narrative, Form ED-900C, the SF-424C and the Construction Budget Narrative.

C.3 Drawings

Figure 1 shows the regional location and vicinity. Figure 2 shows the first unit in plan and section within the full six-section dock. Figure 3 shows the existing shipyard waterfront, the beneficiary's operating site, where the sections are built and launched, and the design operating location of the full dock. The figures are planning drawings, not design drawings; the engineer's drawings at adoption show the final unit dimensions, the mooring locations from launch to in-service and in service, and water depths.



Project site: Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska 99901 (55.3556 N, 131.6968 W), Ketchikan Gateway Borough, Census Tract 02130000200. Shoreline and boundaries: Natural Earth 1:10m public domain data. Community points approximate. Longitude and latitude in decimal degrees.

Figure 1. Project location. The Ketchikan Shipyard, 3801 Tongass Avenue, on Tongass Narrows. Base data: Natural Earth.

Figure 2A. Plan view of Dry Dock #3 and the first unit (planning schematic)

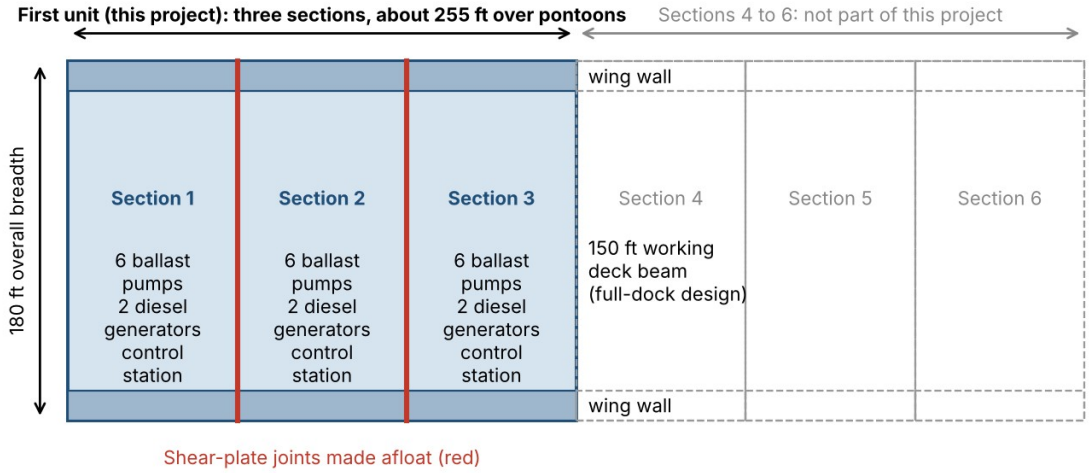
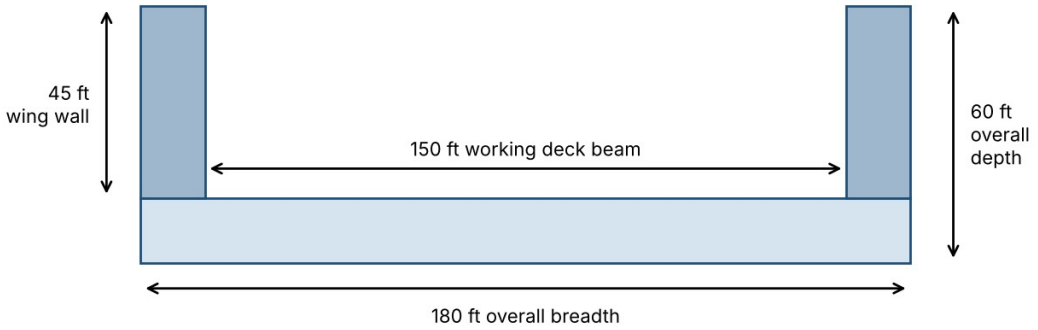


Figure 2B. Typical transverse section (each section)



Planning schematic prepared from the dimensions in the Bay Welding Services Ketchikan Dry Dock #3 Sizing White Paper, Rev A (01/14/2025): six sections of about 85 ft and about 1,650 long tons each; 510 ft over pontoons; 180 ft breadth; 150 ft working deck beam; 60 ft overall depth; 45 ft wing walls. Not a design drawing. Dimensions of the three-section unit are planning-level and will be set by the engineer in the Preliminary Engineering Report.

Figure 2. First unit of Dry Dock #3: sections 1 to 3 (shaded) within the six-section dock, with per-section systems and principal dimensions from the white paper. Planning drawing, not a design drawing.

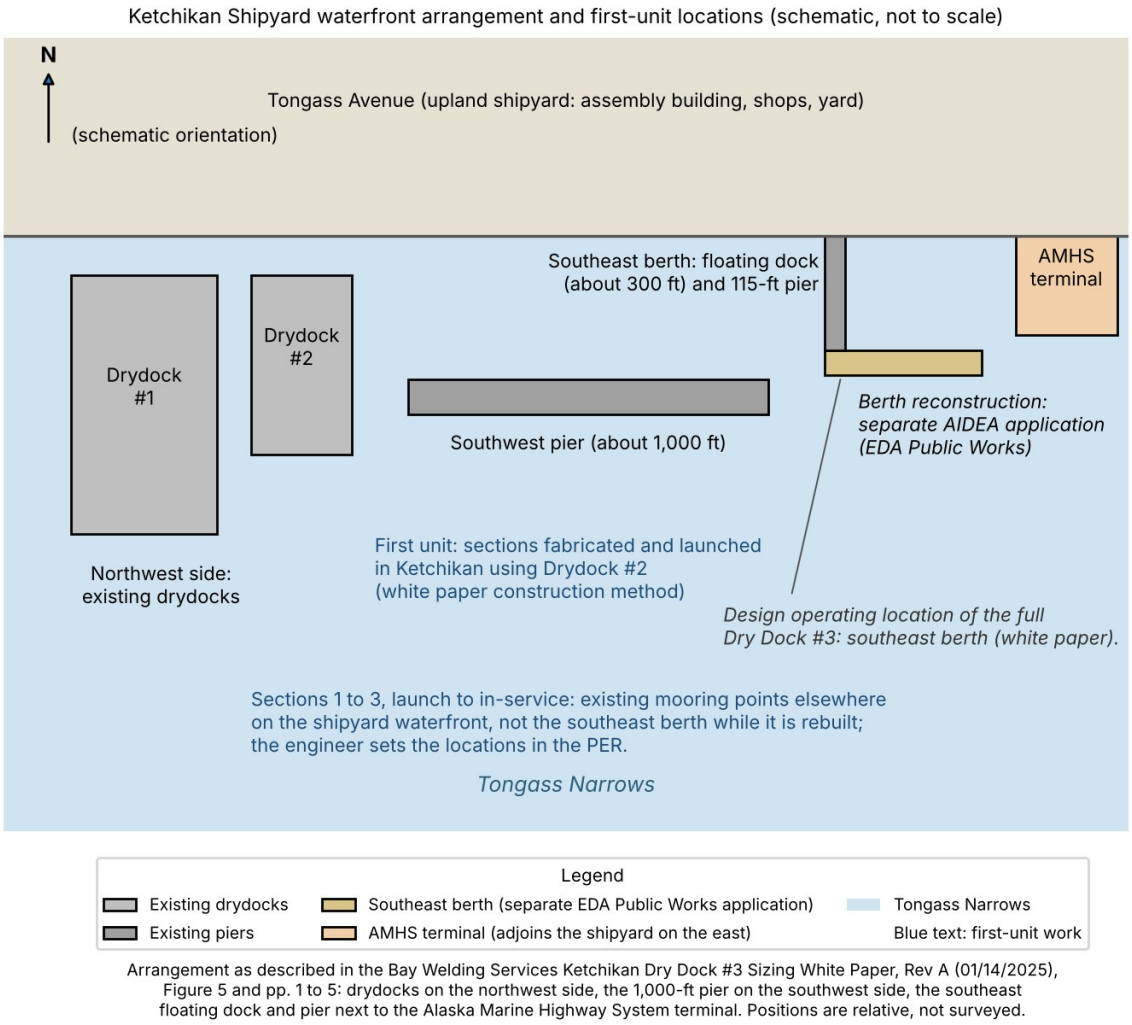


Figure 3. Ketchikan Shipyard waterfront, not to scale: existing Drydocks #1 and #2 on the northwest side, the southwest pier, and the southeast berth beside the Alaska Marine Highway System terminal. JAG Ketchikan, LLC, part of JAG Marine Group, operates the shipyard from this site. The planning basis for mooring sections 1 to 3 from launch to in-service is existing mooring points elsewhere on the shipyard waterfront, not the southeast berth while it is rebuilt.

C.4 Feasibility and constructability

Existing conditions. The Ketchikan Shipyard is a developed marine industrial yard of about 25 acres on Tongass Narrows with two floating drydocks, an approximately 1,000-foot southwest pier, the southeast floating dock and pier, fabrication and assembly buildings, and Land Level Berth #2 with vessel transfer carts. The white paper finds “no undeveloped waterfront areas” at the yard. That is why the white paper’s method builds the new dock in sections using the yard’s existing drydock rather than a new building way.

Features that affect construction, and how the project addresses them.

Feature or circumstance	Effect on construction	Approach
Sections built and launched using Drydock #2	Each section must suit Drydock #2's dimensions and capacity; the operator's facility page lists Drydock #2 at 229 by 88 feet, and each section is 85 by 180 feet. Drydock #2 is out of revenue service while a section occupies it	The engineer confirms the build and launch method for each section's weight (about 1,650 long tons) and dimensions, including any sub-module or Land Level Berth #2 alternative; the engineer states Drydock #2's time out of service (Section 12, item 3), and AIDEA sets the terms of its use in the bid documents (Form ED-900, G.2)
Joining afloat with shear plates	Alignment and connection of floating sections in tidal water	The engineer specifies the joining procedure, tolerances and weather limits; joints are surveyed for classification
Mooring from launch to in-service	Each section, from its launch (about months 24, 32 and 40) through joining and commissioning, and the joined unit until it enters service (month 47), must moor safely within the shipyard waterfront with enough water depth to submerge, and not at the southeast berth while that berth is rebuilt under AIDEA's separate application	The engineer selects the mooring locations and arrangement from the bathymetric survey; the planning budget assumes existing mooring points and no new fixed structures; any new structure is added to this project's scope and budget before EDA's award, with title evidence in the opinion of counsel before award (Section 12, item 2)
Water depth	The white paper notes that detailed site plans with water depths were not available	A bathymetric survey at the selected location is part of the engineer's work before adoption
Shared waterfront with the Alaska Marine Highway System terminal	Construction and mooring must not interfere with ferry operations	The unit is built on the yard's northwest drydock side and moors within the shipyard waterfront; AIDEA coordinates with the Alaska Department of Transportation and Public Facilities
Classification	ABS plan approval and survey through construction	Classification plan review and survey are budgeted (Section C.11, line 5)
Remote site logistics	Steel, pumps and generators arrive by barge or ship	Procurement lead times are built into the schedule (Section C.10)
Weather and season	Launching and joining need suitable weather windows	The schedule allows about eight months per section and four months for joining and integration

Feasibility conclusion. The white paper concludes that the dock can be built in Ketchikan in stages using the yard's own facilities. A three-section unit uses the same method and the same section design as the full dock, so it is an increment of the full dock, not a separate design. The engineer's adoption determines whether three sections form a complete and usable unit that operates on its own, where it moors before any new berth exists, and the itemized estimate (Section 12, items 1, 2 and 4).

C.5 Proposed method of construction

Design-bid-build with sealed competitive bids. AIDEA will award one firm-fixed-price construction contract for fabrication of the three sections, launch, joining, systems integration and commissioning to the lowest responsive and responsible bidder under 2 CFR 200.320(b)(1). No portion is proposed for design-build, construction management at risk or AIDEA's own forces. AIDEA will procure construction management and inspection by a permissible method under 2 CFR 200.317 to 200.327. Any contractor that drafts specifications, requirements, statements of work or invitations for bids will be excluded from

competing for that procurement (2 CFR 200.319(b)). The construction contract will require a bid guarantee of 5 percent and performance and payment bonds of 100 percent of the contract price, unless EDA accepts AIDEA's bonding policy. AIDEA will set in the bid documents how bidders obtain access to the shipyard fabrication areas and Drydock #2, so that any qualified fabricator can compete. The bid documents will name the Ketchikan Shipyard as the place of performance for fabricating, launching and joining the sections. The construction contract will carry the Davis-Bacon wage determinations that EDA requires for EDA-assisted construction (42 U.S.C. 3212) and the domestic preference provisions of 2 CFR 200.322. Projects under this funding opportunity are not subject to the Build America, Buy America Act (NOFO Appendix III.13). The project builds no new building. The unit is designed and classed under the ABS Rules for Building and Classing Steel Floating Dry Docks; any mooring structure added under Section 12, item 2 is designed to the codes the engineer states in the adopted PER; and AIDEA will comply with current local building codes and standards applicable to the project.

C.6 Number of construction contracts anticipated

Two contracts funded by the project: (1) one construction contract for all three sections, launch, joining, integration, commissioning and classification support; and (2) one construction management and inspection contract. Engineering for the PER and design is funded separately by AIDEA under its engineering commitment (Attachment 15a). No separate demolition or site work contract is needed, and no project phasing is proposed: the three sections are delivered under one contract as one complete unit.

C.7 Construction cost estimate

Basis of estimate. This is a planning-level estimate. The construction line rests on the white paper's ROM fabrication cost of $80,000,000 for six sections (priced 01/14/2025), applied straight-line at about $13,333,333 per section. Straight-line pricing does not add first-unit costs such as mobilization and integration of the first ballast control system, and the ROM is not escalated. The other lines are AIDEA planning allowances, each stated as a percentage of the construction line. The engineer's adopted estimate, with quantities, unit prices, a pricing date, escalation and a contingency basis, replaces this table, and AIDEA addresses any increase as its match commitment states (Attachment 15b).

Item	Basis	Total
Fabrication of three of the six sections, with launch, joining afloat, systems integration, mooring hardware and commissioning (SF-424C line 9)	White paper ROM of $80,000,000 for six sections (priced 01/14/2025), applied straight-line: three sections at $13,333,333	$40,000,000

Not yet priced. The engineer's itemized estimate prices these items, which the straight-line figure does not capture separately: escalation from 01/14/2025 to the fabrication midpoint; first-unit costs such as mobilization and integration of the first ballast control system; any mooring work beyond existing mooring points; Davis-Bacon wage rates for the fabrication work; classification costs beyond the allowance in line 5; and any cost of the construction contractor's use of Drydock #2 and the shipyard fabrication areas, on the terms the bid documents set (Form ED-900, G.2).

Contingency basis. A construction contingency of 10 percent of line 9 ($4,000,000) is carried as an AIDEA planning allowance appropriate to a ROM basis. The engineer sets the contingency basis on adoption. AIDEA addresses any increase as its match commitment states (Attachment 15b).

C.8 Real property acquisition

None. The budget includes no acquisition of real property (SF-424C line 2 is $0), and no appraisal is required. The first unit will be project personal property owned by AIDEA. It is built and is planned to moor within the Ketchikan Shipyard, owned and operated through AIDEA. EDA's interest in the unit will be recorded as Form ED-900C, Section D, describes.

C.9 Permits and approvals

Permit or approval	Agency	Trigger	Status and timing (months after award unless stated)
Environmental review under NEPA	EDA	Federal funding	Environmental Narrative submitted with the application; EDA determines documentation and completes its review before award
Section 10 authorization for placing and mooring the unit in navigable waters, as the Corps determines	U.S. Army Corps of Engineers, Alaska District	Floating structure moored in Tongass Narrows	Applied for with the engineer's mooring plan; months 3 to 11, before the first section is moored
APDES permit AK0045675 modification or new coverage for the unit's ballast and floodwater discharges	Alaska Department of Environmental Conservation	New drydock discharges	Months 3 to 11, before the unit is first submerged for service
Section 401 water quality certification, if a Corps permit requires it	Alaska Department of Environmental Conservation	Federal permit	With the Corps application
Endangered Species Act, Essential Fish Habitat and Marine Mammal Protection Act consultation, as EDA or the Corps determines	National Marine Fisheries Service	Federal action in marine waters	Before award in EDA's review; months 3 to 11 if conducted for the Corps authorization
Section 106 consultation	Alaska State Historic Preservation Office, through EDA	Federal undertaking	Before award
Navigation coordination and notices to mariners for launches and moves	U.S. Coast Guard	Section launches and unit moves	Before each launch and move
ABS plan approval and survey for classification under the ABS Rules for Building and Classing Steel Floating Dry Docks	American Bureau of Shipping	Classification	Plan approval months 6 to 12; survey during fabrication; classification months 44 to 47

No railroad right-of-way is involved. No local land-use permit is expected, because fabrication takes place inside an existing shipyard zoned Heavy Industrial and Light Industrial. Corps and ADEC permitting is planned to run in parallel with final design and to be complete before the construction contract is awarded at month 14; the engineer confirms the sequence and lead times on adoption. Any authorization the Corps requires for the unit's mooring is obtained before the first section is moored.

C.10 Project schedule

The schedule agrees with Form ED-900, Section B.3. Months are counted from the EDA award; the first two rows are completed before EDA's award.

Period	Activity	Months
Engineering and scope	PER adopted by the engineer, with the itemized estimate, the mooring locations from launch to in-service and in service, and whether the in-service location depends on the berth project; any new or upgraded mooring structure, and any property interest a mooring location needs, added to the scope and budget with its cost	Before EDA's award (Attachment 15a)
EDA review and title	EDA environmental review and environmental determination, including the Section 106, Endangered Species Act and Essential Fish Habitat consultations EDA conducts; opinion of counsel on title at the mooring locations, including AIDEA's right to build and moor the unit (Form ED-900C, D.1); operating agreement status reported to EDA	Before award
i. Design	Sealed plans and specifications and classification drawings by the engineer	0 to 10
ii. Permits	Corps and ADEC permits, and any NMFS consultation the Corps conducts (3 to 11); ABS plan approval (6 to 12)	0 to 12
iii. Easements and rights-of-way	None expected. Any property interest a mooring location needs is obtained and evidenced to EDA before bid advertisement, or at such other time as EDA requires. Recording of EDA's interest in the unit and opinion of counsel on that filing (Form ED-900C, D.8): months 0 to 3	0 to 11
iv. Bid solicitation and award	EDA review and approval of plans, specifications and construction procurement (months 10 to 11); sealed bid, design-bid-build	10 to 14
v. Construction	Fabrication and launch of Section 1 (launch about month 24), Section 2 (about month 32) and Section 3 (about month 40); joining afloat and integration (40 to 44); commissioning and ABS survey (44 to 47)	14 to 47
Closeout	Final inspection, as-built records, closeout	47 to 48

Total duration is 48 months, within the NOFO's construction period of performance of 12 to 48 months. EDA completes its environmental review, including the Section 106, Endangered Species Act and Essential Fish Habitat consultations it conducts, before it awards a grant (EDA NEPA Implementing Directive 17.02-2, 17.02-2.02.3(a)); months are counted from that award. If EDA delegates any consultation to AIDEA, AIDEA will complete it as EDA directs. No construction begins before EDA's environmental determination and the required permits. The launch dates are planning targets that the engineer and the selected contractor confirm.

C.11 Project budget breakdown

The breakdown matches the SF-424C (Form 02, entered in EDGE) and the Construction Budget Narrative (Attachment 3).

SF-424C line	Amount	Breakdown and basis
1. Administrative and legal	$400,000	AIDEA project administration, procurement, EDA reporting, payment requests and Davis-Bacon payroll review; preparation of the Corps and ADEC permit applications; counsel's work on recording EDA's interest in the unit and the opinion of counsel. Planning allowance, 1 percent of line 9. Excludes application preparation
2. Land, structures, rights-of-way, appraisals	$0	None
3. Relocation	$0	None (Form ED-900E)

SF-424C line	Amount	Breakdown and basis
4. Architectural and engineering fees	$0	PER (AIDEA engineering commitment of $250,000) and design (other AIDEA non-federal funds), both outside the project budget (Attachment 15a)
5. Other architectural and engineering fees	$800,000	ABS classification plan review and survey; naval architecture services during fabrication, including inclining and stability documentation. Planning allowance, 2 percent of line 9
6. Project inspection fees	$1,200,000	Construction management and inspection through fabrication, launch, joining, commissioning and closeout. Planning allowance, 3 percent of line 9
7. Site work	$0	None; launch and joining are in line 9
8. Demolition and removal	$0	None
9. Construction	$40,000,000	Three sections at $13,333,333 each, rounded (white paper ROM, straight-line), including launch, joining, integration, mooring hardware and commissioning
10. Equipment	$0	Pumps, generators and controls are installed components of the sections and are in line 9
11. Miscellaneous	$0	None
12. Subtotal	$42,400,000	Sum of lines 1 to 11
13. Contingencies	$4,000,000	10 percent of line 9
14. Subtotal	$46,400,000	Sum of lines 12 and 13
15. Project (program) income	$0	None claimed
16. Total project costs	$46,400,000	Line 14 minus line 15
17. Federal assistance requested	$20,000,000	EDA, 43.1 percent; AIDEA cash $26,400,000, 56.9 percent

Section 12. Items the engineer confirms on adoption

1. The smallest unit that operates on its own, its final length and certified lifting capacity, and the vessels it can dock, including Drydock #2.
2. Where each section moors from its launch through joining and commissioning, and where the joined unit moors until it enters service, within the shipyard waterfront and not at the southeast berth while that berth is rebuilt; water depth for submergence; where the unit moors and operates in service for its Estimated Useful Life, with the water depth needed to submerge it to dock vessels; and whether any mooring structure beyond existing mooring points is required; for each location, the existing dock or pier space it occupies and for what period. If one is required, AIDEA adds it to this project's scope and budget as real property, with its cost, before EDA's award, and will provide title evidence for its location with the opinion of counsel (Form ED-900C, D.1). Any resulting increase in the total project cost is addressed as AIDEA's match commitment states (Attachment 15b).
3. The build and launch method for each section, using Drydock #2 or an alternative such as sub-modules or Land Level Berth #2, and the time Drydock #2 is out of revenue service.
4. The itemized estimate of quantities and unit prices, pricing date, escalation and contingency basis, including Davis-Bacon wage rates.
5. The ABS classification path and the useful life of each component.

6. Whether a unit of three sections, designed so that sections 4 to 6 can be added later, needs any provision now for later sections.
7. How the three-section unit is drydocked for its own maintenance in Alaska.
8. For the Environmental Narrative and the Applicant Certification Clause: the rating of each diesel generator; the number, location and capacity of the unit's fuel tanks; estimated quantities of steel scrap, blasting media and coating waste from fabrication; a site plan with the mooring locations and water depths; and the design codes for any mooring structure added under item 2.

Section 13. Operation and maintenance

AIDEA will own the first unit as part of the Ketchikan Shipyard. JAG Ketchikan, LLC, part of JAG Marine Group, the shipyard operator, will operate and maintain it under AIDEA's operating agreement, which AIDEA will submit for EDA approval under 13 CFR 314.3 before the unit enters service. Routine operation and maintenance are paid from shipyard operating revenues under the operating agreement, which also allocates responsibility for major repairs; AIDEA, as owner, ensures the unit is maintained for its Estimated Useful Life. No EDA funds pay for operation and maintenance. AIDEA will have an operation and maintenance manual prepared, with inspection intervals consistent with ABS classification, and will insure the unit at least as well as its other insured property (2 CFR 200.310). The engineer states in the adopted PER how the unit is drydocked for its own maintenance in Alaska.

Environmental Narrative

Attachment 9 | Ketchikan Shipyard Dry Dock #3, First Unit | Alaska Industrial Development and Export Authority | Prepared on EDA's Environmental Narrative template (revised March 2025)

AIDEA has prepared this narrative on EDA's template to support EDA's determination of whether the project is categorically excluded or requires an environmental assessment, and asks EDA's Regional Environmental Officer to make that determination. Where an item is not yet on file, the section concerned states what AIDEA will provide.

A. Project Description

Beneficiaries

The Ketchikan Shipyard is a marine industrial facility, owned and operated through the Alaska Industrial Development and Export Authority (AIDEA) since 1997. JAG Ketchikan, LLC, part of JAG Marine Group, has operated the Ketchikan Shipyard since 09/19/2025. The project benefits:

- JAG Ketchikan, LLC (the operator) and its shipyard workforce, through fabrication work and a third docking position.
- The Alaska Marine Highway System and U.S. Coast Guard, NOAA and commercial vessel owners whose vessels up to about 255 feet can be docked in Alaska.
- AIDEA, through which the shipyard is owned and operated, because the unit is designed to lift the shipyard's Drydock #2 so that it can be maintained in Alaska instead of towed out of the State.
- Workers in Ketchikan, Saxman, Metlakatla and Prince of Wales Island communities.

No other business is known to expand or locate in the area because of the project.

Proposed Construction

Location. Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska 99901 (55°21'20.24"N, 131°41'48.62"W), on Tongass Narrows, within the City of Ketchikan and the Ketchikan Gateway Borough. The site map (Attachment 14) and PER Figures 1 to 3 (Attachment 7) show the location, the existing drydocks and the project area.

Components. Three 85-foot sections of Dry Dock #3, each about 180 feet in breadth with 60-foot overall depth and 45-foot wing walls, with six ballast pumps, two diesel generators, a control station, fire main, electrical services and stairs; joined afloat with shear plates into one floating drydock of about 255 feet. Quantities and dimensions are in PER Section C.1 (Attachment 7), which this narrative references.

Construction activities. Steel fabrication in the shipyard's existing shops and on Drydock #2; launch of each section using Drydock #2, or by another method within the existing shipyard that the licensed engineer AIDEA engages under its engineering commitment (Attachment 15a) confirms (PER Section 12, item 3); joining the sections afloat; outfitting, commissioning and ABS classification survey; mooring each section from launch to in-service, and the joined unit, at existing mooring points within the shipyard waterfront at locations the engineer selects, not at the southeast berth while that berth is rebuilt under AIDEA's separate application. As planned, the project involves no land clearing, grading, trenching, dredging, fill or pile driving, and no new fixed waterfront structure. The engineer sets the mooring locations and water depth in the PER, adopted before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides (PER Section 12, item 2). If the adopted PER calls for

dredging, piles or a mooring structure, AIDEA revises this narrative to describe them before EDA's award.

Schedule. Construction from month 14 to month 47 after award: section launches at about months 24, 32 and 40; joining and integration months 40 to 44; commissioning and classification months 44 to 47.

Related applications. AIDEA is preparing separate EDA applications for reconstruction of the shipyard's Phase 1 southeast berth (EDA Public Works) and for financing and permitting readiness for sections 4 to 6 of Dry Dock #3 (EDA FY2025 Disaster Supplemental, Readiness). Neither includes the first unit. A request to the Federal Transit Administration for the full Dry Dock #3 and about $20,000,000 of shoreside work, naming the Alaska Department of Transportation and Public Facilities as applicant, was delivered on 09/24/2026, and FTA has made no decision as of October 5, 2026; if FTA funds any component also requested from EDA, AIDEA will notify EDA and reduce or withdraw the EDA request for that component before award (Attachment 3). The first unit is designed to operate on its own, no section moors at the southeast berth while that berth is rebuilt, and the PER, adopted before EDA's award, as AIDEA's engineering commitment letter (Attachment 15a) provides, states whether the unit's in-service location depends on the berth project. AIDEA provides this information so that EDA can determine whether any related action should be addressed in the same environmental document (EDA NEPA Implementing Directive 17.02-2, 17.02-2.07.1(c)).

Need and Purpose

The purpose is to add drydock capacity at the Ketchikan Shipyard designed to lift the shipyard's Drydock #2 and dock vessels up to about 255 feet. The Bay Welding Services "Ketchikan Dry Dock #3 Sizing White Paper, Rev A" (01/14/2025) finds that the shipyard has "no undeveloped waterfront," and "currently does not have the capability to lift the existing drydocks," so their maintenance "would require the drydocks to be towed out of the State of Alaska." The need is economic: a third dock designed to lift Drydock #2 lets the yard maintain it in Alaska, dock ferries, research ships and cutters up to about 255 feet in Alaska, and strengthen year-round industrial employment in the Ketchikan Gateway Borough, the area designated under FEMA-4846-DR.

Alternatives to the Proposed Project

- **No action.** The yard keeps two drydocks and cannot lift its own drydocks, and long dockings of Alaska vessels continue to go to yards outside Alaska. Does not meet the purpose and need. Carried forward as the baseline.
- **Build all six sections now.** The full Dry Dock #3 (510 feet; about 23,000 long tons) carries an $80,000,000 rough-order-of-magnitude fabrication cost (white paper) with no funding committed. Not selected for this project; the first unit uses the same design so later sections can be added.
- **A two-section unit.** About 170 feet over pontoons, likely too short to lift Drydock #2 (229 feet) and shorter than all but the 154-foot fast response cutters among the vessels listed in PER Section C.1, so it would not add the capability the purpose requires. Not selected.
- **A separate dock sized only for these vessels.** It would not be part of the full Dry Dock #3, so it would not begin the capacity the white paper sizes for larger federal vessels, and the yard would still lack that capacity. Not selected.
- **Build elsewhere and tow to Ketchikan.** Would send the fabrication work out of the designated area, contrary to the purpose, and add tow risk. The white paper's method builds the sections in Ketchikan. Not selected.

- **Preferred alternative: three-section first unit built in Ketchikan.** The smallest increment of the full Dry Dock #3 that adds a capability the yard lacks (lifting Drydock #2 and docking vessels up to about 255 feet), built within the existing shipyard, with in-water work limited, as planned, to launching, joining afloat and mooring.

No wetlands or floodplain fill is involved (Sections C.3 and C.4); the unit is a floating, water-dependent facility.

B. Historic and Archeological Resources

Site history. In 1978 the State of Alaska bought a 24.02-acre parcel, "including uplands and submerged lands," from New England Fish Company for a "permanent maintenance facility for state ferries" (2010 Use and Occupancy Agreement recital). The Alaska Department of Transportation and Public Facilities built the shipyard in the 1980s, and it was transferred to AIDEA on 07/15/1997. The site has been in marine industrial use since.

Prior federal review. The Federal Transit Administration (FTA) published an Environmental Assessment for the "Ketchikan Shipyard Improvements Project, Ketchikan Alaska" in June 2009 and issued a Finding of No Significant Impact on 07/16/2009, and concurred in a Documented Categorical Exclusion for the Drydock #2 grounding grid on 07/02/2008. AIDEA will provide copies to EDA.

Listed properties. AIDEA's review of published National Register of Historic Places listings for the Ketchikan Gateway Borough identified none on or adjacent to the shipyard. A qualified professional will confirm this against the National Register database and the Alaska Heritage Resources Survey when EDA directs consultation.

Proposed Area of Potential Effect. The shipyard fabrication shops and yard, Drydock #2, and the water area where the sections are launched, joined and moored. EDA will define the final APE in consultation with the State Historic Preservation Office.

Effects and preliminary determination. The project builds a new floating structure inside an operating shipyard. As planned, it disturbs no ground and no seabed, alters no existing building or structure, and changes no historic setting; Drydock #2, built in the 2000s, is used as it is used today. AIDEA's preliminary determination, subject to EDA's finding and SHPO consultation, is no historical properties/cultural resources adversely affected. No SHPO comments have been requested or received.

Tribal consultation. AIDEA requests that EDA consult the federally recognized Tribes with ties to the area: Ketchikan Indian Community; Organized Village of Saxman; Metlakatla Indian Community, Annette Island Reserve; and Central Council of the Tlingit & Haida Indian Tribes of Alaska. AIDEA will support EDA with project information and meeting logistics.

C. Affected Environment

C.1 Affected Area

The shipyard occupies about 25 acres on the Tongass Avenue waterfront of Revillagigedo Island, about 2 miles from downtown Ketchikan, facing Tongass Narrows and Gravina Island. The upland is fully developed with drydock berths, fabrication and assembly buildings, paved yard and utilities; the shoreline consists of existing piers, floats and drydock moorings, with no undeveloped waterfront. Neighboring uses are the Alaska Marine Highway System Ketchikan terminal, which adjoins the shipyard on the east (3501 Tongass Avenue), the City of Ketchikan Charcoal Point Wastewater Treatment Plant (3921 Tongass Avenue), and commercial and institutional uses along Tongass Avenue. No native vegetation will be removed. Tongass Narrows supports Pacific salmon, groundfish, marine invertebrates,

marine mammals and seabirds. The site is not within or next to a designated park, wildlife refuge, game preserve, wilderness area, wild and scenic river or other protected land.

1. *Effects.* Construction effects are confined to the existing shipyard: fabrication noise and emissions, and short, temporary vessel and tug activity during each launch, joining and mooring operation. Long-term effects are the presence of a third floating drydock at the shipyard waterfront and continued ship repair activity regulated under the shipyard's discharge permit. Indirect effects are economic: year-round fabrication and repair work in Ketchikan.

C.2 Coastal Zones

The shipyard is on the marine shoreline of Tongass Narrows. Alaska no longer has a federally approved coastal management program; the Alaska Coastal Management Program expired on 06/30/2011, and NOAA published notice that "as of July 1, 2011, the CZMA Federal consistency provision no longer applies in Alaska" (76 FR 39857, 07/07/2011). No consistency determination is required. The shoreline at the shipyard is developed industrial waterfront with no beaches, dunes or estuaries.

C.3 Wetlands

No wetlands are within the work area, which is developed upland and existing drydock and mooring areas. The project places no dredged or fill material. The unit is a floating structure in navigable waters as defined in 33 CFR part 329; AIDEA will obtain any authorization the U.S. Army Corps of Engineers requires under Section 10 of the Rivers and Harbors Act for placing and mooring it. Effect determination: no jurisdictional wetlands affected.

C.4 Floodplains

The Ketchikan Gateway Borough participates in the National Flood Insurance Program (Community ID 020003). FEMA's coastal flood study of Tongass Narrows maps Zone VE and Zone AE along the shoreline, and the effective Flood Insurance Rate Map for the City of Ketchikan took effect 04/11/2024 (88 FR 80735). AIDEA assumes the shipyard waterfront lies within the mapped coastal flood hazard area and will provide EDA a FIRMette for the shipyard with panel number, effective date and zones.

1. *Effects.* None on the floodplain. The unit floats and rises with the tide and storm surge; it adds no fill and no structure that obstructs flood flows.
2. *Alternatives.* A floating drydock is water-dependent; there is no practicable alternative outside the floodplain.
3. *NFIP participation.* Yes, through the Ketchikan Gateway Borough.
4. *Critical action.* No. The project is not an emergency response facility, hospital, wastewater plant or hazardous materials facility.

C.5 Endangered Species

NOAA Fisheries has jurisdiction over the listed marine species in Tongass Narrows. Two recent NOAA Fisheries biological opinions for in-water construction in Tongass Narrows set the baseline: for the NOAA Ketchikan port facility (02/02/2022, AKRO-2021-02754), NMFS found the threatened Mexico distinct population segment of humpback whale "is the only ESA-listed species that we expect to occur" in the action area; for the Tongass Narrows Project near the airport (08/30/2023, AKRO-2023-00339), NMFS also analyzed the endangered fin whale. Both found no critical habitat in the Tongass Narrows action area. NOAA Fisheries also lists the endangered western distinct population segment of Steller sea lion, four sea turtle species and 15 listed West Coast salmon, steelhead and green sturgeon populations that

may occur in Alaskan waters; the sunflower sea star is proposed for listing. AIDEA will obtain a U.S. Fish and Wildlife Service species list for the action area.

Potential effects. Those opinions addressed pile driving. As planned, this project drives no piles and disturbs no seabed. Its in-water activities are the launching, towing, joining and mooring of floating sections with tugs and work vessels, comparable to existing shipyard drydock operations. AIDEA's preliminary determination, for EDA's consultation, is that the project may affect but is not likely to adversely affect listed species, with the vessel measures in Section D. No biological assessment has been prepared; AIDEA will prepare one if EDA or the Corps requires it.

C.6 Land Use and Zoning

The shipyard parcels (Plat 2014-3) are zoned Heavy Industrial (Lot 1, 3801 Tongass Avenue) and Light Industrial (Lots 2 and 3) in Ketchikan Gateway Borough assessor records. The project continues the existing shipyard use and is consistent with that zoning; no rezoning or local land-use permit is expected. Adjacent uses are the ferry terminal, the Charcoal Point wastewater plant and commercial waterfront. The project is entirely within the City of Ketchikan. There is no prime or unique farmland on or near the site.

C.7 Solid Waste Management

Fabrication generates steel offcuts and scrap, welding consumables, blasting media and coating waste, and packaging. Steel scrap will be recycled. Coating and blasting wastes will be handled under the shipyard's existing waste management practices and disposed of at facilities permitted to receive them. The City of Ketchikan handles municipal solid waste, demolition debris and recyclables and operates the Deer Mountain Landfill (1103 Nordstrom Drive). Operation of the unit generates ship repair waste comparable to the existing drydocks. Quantities of steel scrap, blasting media and coating waste are not estimated in this narrative; AIDEA will provide estimates to EDA before EDA completes its environmental review. The expected remaining useful life of the receiving disposal facilities has not been determined for this narrative; AIDEA will confirm it with the City of Ketchikan and provide it to EDA on request.

C.8 Hazardous or Toxic Substances

The shipyard has been an active ship repair and fabrication yard since the 1980s and handles fuels, lubricants, coatings, abrasives and other regulated materials. Prior federal investment included paint and blasting facilities, hazardous material storage, and an oily water separator and wastewater treatment facility. The project will use fuels, lubricants and coatings during fabrication, and the unit's diesel generators will carry fuel, all managed under the contractor's spill prevention and hazardous materials plans and the shipyard's permits. On 09/24/2026 a search of the Alaska Department of Environmental Conservation (ADEC) Contaminated Sites database around the shipyard found no contaminated site or leaking underground storage tank record on the shipyard parcels. No Phase I Environmental Site Assessment has been performed; the project disturbs no soil or sediment. The Applicant Certification Clause is Attachment 9A.

C.9 Water Resources

The receiving water is Tongass Narrows, a tidal marine channel. The project uses no groundwater, and no EPA-designated sole source aquifer is known at Ketchikan. The new unit adds ballast and submergence discharges of the same kind; AIDEA and the operator will obtain ADEC's permit modification or coverage for them before the unit is first submerged for service. Upland work is on existing developed surfaces, so runoff patterns do not change. Because the project disturbs no soil or sediment (Section C.8), AIDEA does not expect it to need construction stormwater permit coverage;

C.10 Water Supply and Distribution System

Potable water is supplied by Ketchikan Public Utilities (Public Water System 2120232) from the Ketchikan Lakes surface supply, treated by chlorination, ultraviolet disinfection and chloramination; its 2025 Annual Water Quality Report states that "Ketchikan is now in compliance with all Federal drinking water standards." The project uses water for fabrication, testing and fire main service at levels comparable to existing shipyard operations, through existing shipyard connections. AIDEA will provide EDA the supply capacity of the Ketchikan Public Utilities system before EDA completes its environmental review.

C.11 Wastewater Collection and Treatment Facilities

Domestic wastewater is treated at the City of Ketchikan Charcoal Point Wastewater Treatment Plant, which discharges to Tongass Narrows under NPDES permit AK0021440 (reissued effective 11/01/2025, expiring 10/31/2030). EPA's April 2025 fact sheet reports design average wet-weather flow of 4.0 million gallons per day and annual average monthly flows of 1.79 to 1.97 million gallons per day in 2019 to 2023. The project adds no significant domestic wastewater, since workers use existing shipyard facilities. Industrial process water is regulated under the shipyard's APDES permit (C.9). AIDEA will provide EDA the plant's peak daily flow before EDA completes its environmental review.

C.12 Transportation

The shipyard is served by Tongass Avenue. Construction traffic (workers, and steel and equipment deliveries by truck and barge) uses existing shipyard gates and staging areas. The project adds no new public traffic pattern beyond ordinary shipyard employment and delivery traffic; no street capacity is expected to be exceeded and no change in level of service is anticipated. Waterside moves of sections are coordinated with ferry arrivals and Coast Guard notices to mariners.

C.13 Air Quality

The Ketchikan Gateway Borough is not a nonattainment or maintenance area for any criteria pollutant; EPA's Green Book lists only Anchorage, Fairbanks North Star Borough and Juneau as nonattainment or maintenance areas in Alaska. General conformity does not apply. Construction produces welding fumes, coating emissions and diesel exhaust from equipment and tugs, managed under the shipyard's existing practices. The unit's six diesel generators run when the dock is operating; their emissions and greenhouse gases are expected to be similar to those of the existing drydocks' generators; the engineer states generator ratings in the PER. No local condition that would hinder dispersion is known.

C.14 Noise

The work is inside an operating shipyard, where ambient noise already includes industrial ship repair, vessel traffic, the ferry terminal and aircraft using Ketchikan International Airport across Tongass Narrows. Fabrication noise is comparable to existing shipyard work, and there is no pile driving. The nearest noise-sensitive receptor identified is PeaceHealth Ketchikan Medical Center, 3100 Tongass Avenue, about 0.4 mile from the shipyard. Operation of the unit is not expected to raise ambient noise above existing shipyard levels.

C.15 Permits

Permit or review	Agency	Status
NEPA review	EDA	This narrative submitted; EDA determines documentation and completes its review before award
Section 10 authorization for placing and mooring the unit, as the Corps determines	U.S. Army Corps of Engineers, Alaska District	To be applied for with the engineer's mooring plan, months 3 to 11 after award
APDES permit AK0045675 modification or coverage for the unit's discharges	ADEC	Months 3 to 11 after award, before first submergence for service
Section 401 certification, if a Corps permit requires it	ADEC	With the Corps application
ESA, Essential Fish Habitat and Marine Mammal Protection Act consultation	NMFS, through EDA or the Corps	Before award in EDA's review, or months 3 to 11 after award if conducted for the Corps authorization
Section 106 consultation	Alaska SHPO, through EDA	Before award, as EDA directs
Navigation coordination	U.S. Coast Guard	Before each launch and move

No permits have been applied for yet. Copies of permits and agency correspondence will be provided to EDA as they are issued.

C.16 Public Notification and Controversy

On 04/10/2026, the AIDEA Board of Directors held its regular meeting in Ketchikan (AIDEA, 04/16/2026), and in November 2025 AIDEA met with local leaders in Ketchikan about the shipyard's new start (AIDEA news release, 11/25/2025). Senator Bert K. Stedman and Representative Jeremy T. Bynum wrote in support of the shipyard drydock project on 05/07/2026. AIDEA delivers the proposed application to the Ketchikan Gateway Borough and the City of Ketchikan with the notices in Attachments 16a and 16b, gives each at least 15 days from receipt to review and comment, and submits this application only after both periods have closed, attaching each comment received with AIDEA's response or stating that no comments were received (Form ED-900, Section J). AIDEA is not aware of any public controversy or objection concerning the environmental effects of the project.

D. Mitigation

AIDEA will make these measures, and any others EDA's environmental determination or the permits require, conditions of the construction contract and the operating agreement:

- Spill prevention and response plan; spill kits on work vessels and at fabrication areas; secondary containment for fuels and coatings; fueling away from the water's edge where feasible; immediate reporting of any release to ADEC and the Coast Guard.
- Blasting and coating inside existing shops or under containment, consistent with the shipyard's APDES permit; collection and permitted disposal of blasting media and coating waste.
- Launch, tow and mooring operations with vessels keeping at least 100 yards from listed marine mammals and slowing to under 5 knots within 300 yards of a whale, consistent with the 2022 NMFS opinion for Tongass Narrows.
- ADEC permit coverage for the unit's ballast and submergence discharges before it is first submerged for service.

- Coordination of section launches and moves with ferry operations and Coast Guard notices to mariners.
- An unanticipated discovery plan for cultural resources, though no ground or seabed disturbance is planned.
- Equipment idling limits and dust control.

E. List of Attachments

- Site map and project drawings: Attachment 14 and PER Figures 1 to 3 (Attachment 7).
- Applicant Certification Clause: Attachment 9A, a separate file for signature by AIDEA's Executive Director.
- FTA Environmental Assessment (June 2009) and Finding of No Significant Impact (07/16/2009): AIDEA will provide copies to EDA.
- FTA Documented Categorical Exclusion, Drydock #2 grounding grid (07/02/2008): AIDEA will provide a copy to EDA.

Copy of FEMA Disaster Declaration: FEMA-4846-DR (Alaska Landslides)

Attachment 13 to AIDEA's application, Ketchikan Shipyard Dry Dock #3, First Unit

Item	Entry
Disaster number	FEMA-4846-DR
Incident	Landslides, 08/25/2024
Declaration date	11/13/2024
Designated area	Ketchikan Gateway Borough (Public Assistance); all areas of the State of Alaska (Hazard Mitigation Grant Program)
Public Assistance	Ten projects totaling $2,324,480.57, with $1,767,617.35 federal share obligated (OpenFEMA, as of 10/02/2026)
Project location	Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska, within the Ketchikan Gateway Borough
Source of the text below	FEMA, "4846-DR-AK Initial Notice," https://www.fema.gov/disaster-federal-register-notice/4846-dr-ak-initial-notice (notice date 11/13/2024; page last updated 11/20/2024); retrieved 10/02/2026

Text of the notice

Billing Code 9111-23-P

DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

Internal Agency Docket No. FEMA-4846-DR; Docket ID FEMA-2024-0001

Alaska; Major Disaster and Related Determinations

AGENCY: Federal Emergency Management Agency, DHS.

ACTION: Notice.

SUMMARY: This is a notice of the Presidential declaration of a major disaster for the State of Alaska (FEMA-4846-DR), dated November 13, 2024, and related determinations.

DATE: The declaration was issued November 13, 2024.

SUPPLEMENTARY INFORMATION: Notice is hereby given that, in a letter dated November 13, 2024, the President issued a major disaster declaration under the authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 et seq. (the "Stafford Act"), as follows:

> I have determined that the damage in certain areas of the State of Alaska resulting from landslides on August 25, 2024, is of sufficient severity and magnitude to warrant a major disaster declaration under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. 5121 et seq. (the "Stafford Act"). Therefore, I declare that such a major disaster exists in the State of Alaska.
>
> In order to provide Federal assistance, you are hereby authorized to allocate from funds available for these purposes such amounts as you find necessary for Federal disaster assistance and administrative expenses.
>
> You are authorized to provide Public Assistance in the designated areas and Hazard Mitigation throughout the State. Consistent with the requirement that Federal assistance be

supplemental, any Federal funds provided under the Stafford Act for Hazard Mitigation will be limited to 75 percent of the total eligible costs. Federal funds provided under the Stafford Act for Public Assistance also will be limited to 75 percent of the total eligible costs, with the exception of projects that meet the eligibility criteria for a higher Federal cost-sharing percentage in FEMA's Public Assistance Mitigation Cost Share Incentives Policy.

Further, you are authorized to make changes to this declaration for the approved assistance to the extent allowable under the Stafford Act.

The Federal Emergency Management Agency (FEMA) hereby gives notice that pursuant to the authority vested in the Administrator, under Executive Order 12148, as amended, Lance E. Davis, of FEMA is appointed to act as the Federal Coordinating Officer for this major disaster.

The following areas of the State of Alaska have been designated as adversely affected by this major disaster:

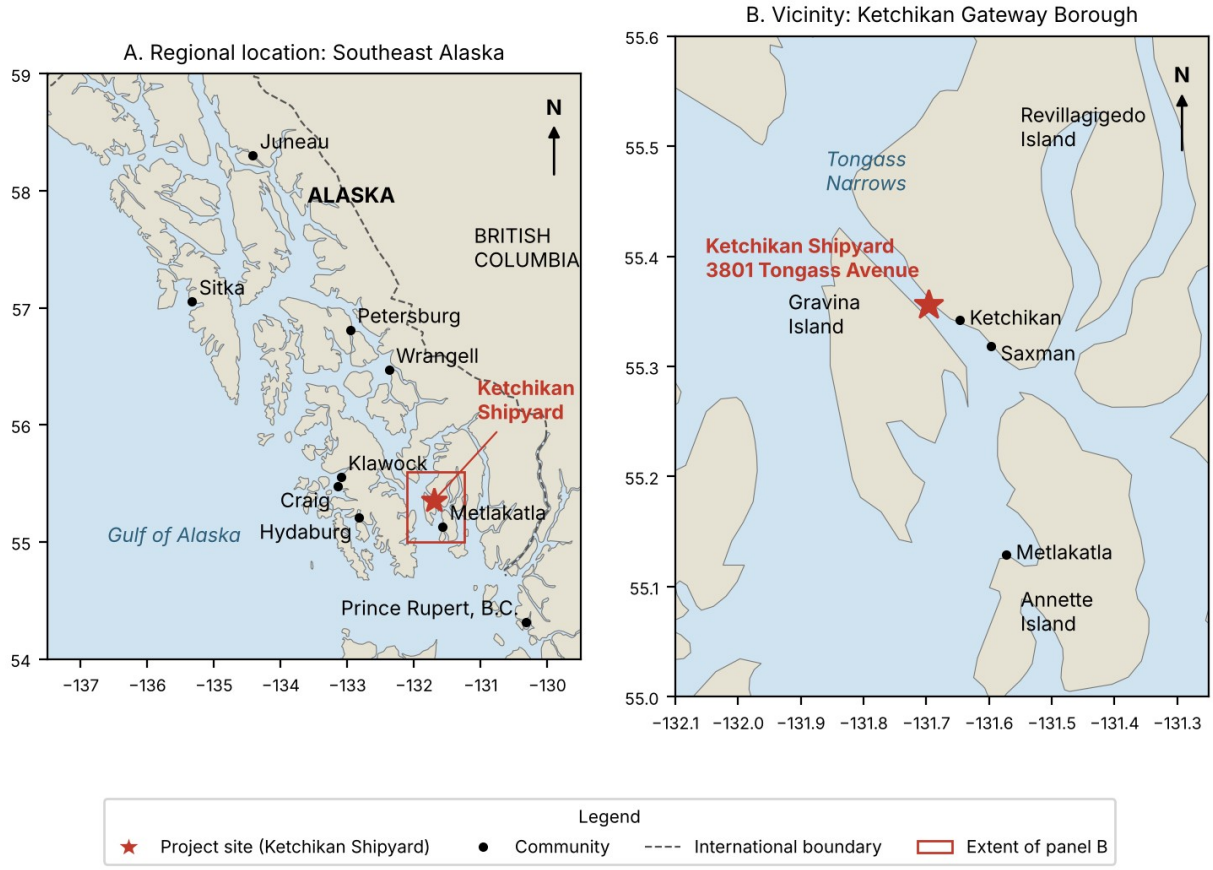
The Ketchikan Gateway Borough for Public Assistance.

All areas within the State of Alaska are eligible for assistance under the Hazard Mitigation Grant Program.

/s/ Deanne Criswell, Administrator, Federal Emergency Management Agency.

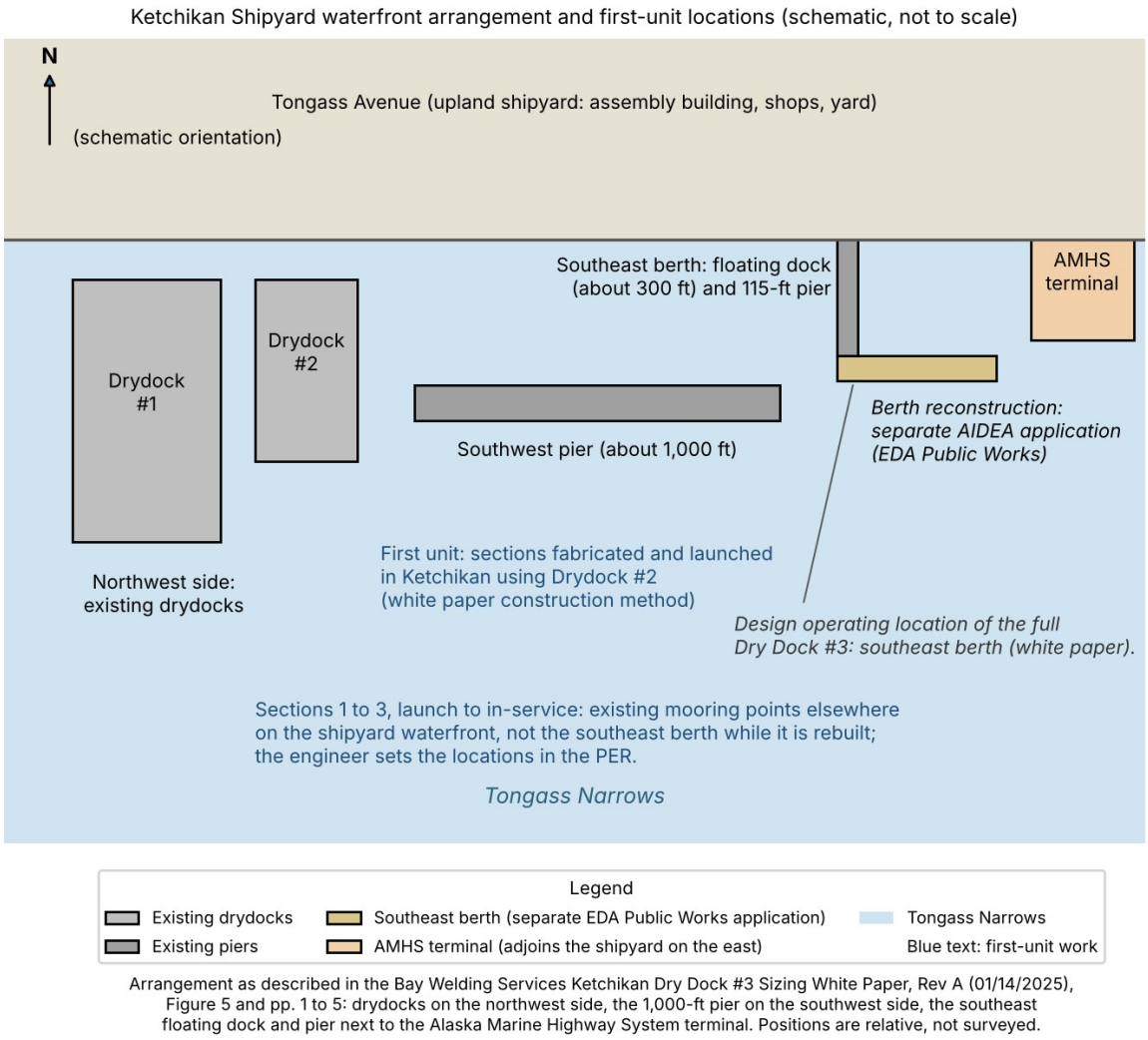
Project Site Map

Attachment 14 | Ketchikan Shipyard Dry Dock #3, First Unit | Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska 99901 | 55°21'20.24"N, 131°41'48.62"W | Ketchikan Gateway Borough, Census Tract 02130000200



Project site: Ketchikan Shipyard, 3801 Tongass Avenue, Ketchikan, Alaska 99901 (55.3556 N, 131.6968 W), Ketchikan Gateway Borough, Census Tract 02130000200. Shoreline and boundaries: Natural Earth 1:10m public domain data. Community points approximate. Longitude and latitude in decimal degrees.

Map 1. Regional location and vicinity of the project site, the Ketchikan Shipyard on Tongass Narrows, within the Ketchikan Gateway Borough (FEMA-4846-DR designated area).



Arrangement as described in the Bay Welding Services Ketchikan Dry Dock #3 Sizing White Paper, Rev A (01/14/2025), Figure 5 and pp. 1 to 5: drydocks on the northwest side, the 1,000-ft pier on the southwest side, the southeast floating dock and pier next to the Alaska Marine Highway System terminal. Positions are relative, not surveyed.

Map 2. Ketchikan Shipyard waterfront (schematic, not to scale): the existing drydocks on the northwest side, where the first unit's sections are fabricated and launched using Drydock #2 (white paper method; the engineer confirms it); the southwest pier; and the southeast berth beside the Alaska Marine Highway System terminal. JAG Ketchikan, LLC, part of JAG Marine Group, the project beneficiary, operates the shipyard from this site. Where sections 1 to 3 moor from launch to in-service, on the planning basis of existing mooring points elsewhere on the shipyard waterfront and not the southeast berth while it is rebuilt, is set by the licensed engineer AIDEA engages under its engineering commitment (Attachment 15a) in the Preliminary Engineering Report.

Attachment 17

Southeast Alaska 2030 Economic Plan: Southeast Conference Comprehensive Economic Development Strategy 2025-2030 (May 2025)

Excerpt: the cover and printed pages 7, 14, 20, 21, 33 and 34, cited in Form ED-900, Section D.4, and in the Impact and Engagement Narrative. Each page carries a footer with its CEDS page. Full plan: https://seconference.org/wp-content/uploads/2025/05/Final-2030-SE-CEDS-May-12.pdf

Applicant: Alaska Industrial Development and Export Authority. Project: Ketchikan Shipyard Dry Dock #3, First Unit. EDA FY2025 Disaster Supplemental (EDA-DISASTER-2025).

Southeast Alaska 2030 Economic Plan

Southeast Conference's Comprehensive Economic Development Strategy 2025-2030

Tlingit & Haida

SOUTHEAST CONFERENCE

May 2025

Prepared by
Rain Coast Data

November 2, 2
Borough Assembly Packet
Page 142 of 159

Change in the Last Year: 2022 to 2023

Table tracks key Southeast indicators over the past year, along with associated changes.

Demographics	2022	2023	% Change 2022-2023	Change 2022-2023
Total Population [1]	71,873	71,077	-1%	-796
Under Age 15 [2]	12,422	11,993	-3%	-429
Twenty-somethings [2]	7,824	8,038	3%	214
Ages 65 and older [2]	13,462	13,698	2%	236
UAS Enrollment (fall enrollment)	2,148	2,177	1%	29
K-12 School District Enrollment [3]	10,803	10,697	-1%	-106
General Economic Conditions				
Total Labor Force (jobs, includes self-employed & USCG) [1,5,6]	44,455	45,883	3%	1,428
Total Job Earnings [1, 5, 6]	$2.64 billion	$2.76 billion	5%	$120 million
Total Private Sector Payroll [1, 6]	$1.8 billion	$1.97 billion	9%	$166.7 million
Average Annual Wage [1]	$59,493	$60,257	1%	$763
Annual Unemployment Rate [1]	3.6%	3.9%	0.3%	0.3%
Top Economic Sectors	**2022**	**2023**	**% Change**	**Change**
Government	**Public Sector: 32% of all employment earnings**			
Total Government Employment [1, 5]	12,644	12,778	1%	134
Federal Employment [1, 5] (8% of all employment earnings)	2,019	2,044	1%	25
State Employment [1] (14% of all job earnings)	4,334	4,287	-1%	-47
City and Tribal Employment [1] (14% of all job earnings)	6,291	6,446	2%	155
Total Government Payroll (includes USCG) [1, 5]	$842.7 million	$892.4 million	6%	$49.7 million
State of Alaska Payroll [1]	$289.1 million	$315 million	9%	$25.9 million
Visitor Industry	**Key Industry: 13% of all employment earnings**			
Total Visitor Industry Employment [1, 6]	6,569	8,263	26%	1,694
Total Visitor Industry Wages/Earnings [1, 6]	$241.9 million	$347.4 million	44%	$105.5 million
Total Southeast Alaska Passenger Arrivals	**1,652,223**	**2,145,049**	**30%**	**492,826**
Cruise Passengers [10]	1,178,123	1,670,000	42%	491,877
Total Air Passenger Arrivals from Outside SE [11]	465,299	467,738	1%	2,439
Total AMHS Passengers from Outside SE [12]	8,801	7,311	-17%	-1,490
Commercial Fishing & Seafood Industry	**Key Industry: 8% of all employment earnings**			
Total Seafood Employment (includes fishermen) [1, 6]	3,653	3,604	-1%	-49
Total Seafood Employment Earnings [1, 6]	$301.8 million	$224.8 million	-26%	-$77 million
Commercial Fishing Boats Homeported in SE [15]	2,647	2,661	1%	14
Value of Seafood Processed [7]	$765.7 million	$508.2 million	-34%	-$257.5 million
Pounds (whole seafood landed pounds by SE residents) [8]	251.4 million	325.2 million	29%	73.7 million
Estimated Gross Earnings (ex-vessel value of pounds landed) [8]	$326.8 million	$260.7 million	-20%	-$66.1 million
Health Care Industry (public & private health)	**Key Industry: 11% of all employment earnings**			
Health Care Employment [1, 6]	3,811	3,899	2%	88
Health Care Wages [1, 6]	$287.2 million	$311.5 million	8.5%	$24.4 million
Maritime Economy (Includes employment from all industries)	**Key Industry: 14% of all employment earnings**			
Private Maritime plus USCG Employment [1,5,6]	5,558	5,567	0%	9
Private Maritime plus USCG Wages [1,5,6]	$482.2 million	$380.2 million	-21%	-$102 million
Other Selected Statistics	**2022**	**2023**	**% Change**	**Change**
Construction Employment [1, 6] (6% of all employment earnings)	2,038	2,110	4%	72
Mining Employment [1] (5% of all employment earnings)	1,002	1,061	6%	59
Price of Gold [7]	$1,802	$1,928	7%	126
Total Southeast AMHS Ridership [12]	113,868	127,461	12%	13,593
Cost of Living: Consumer Price Index [1]	256.4	260.4	2%	4
Housing Units Permitted/Completed [4,1]	169	258	53%	89
Avg. Daily Volume ANS Oil Production (mbbls/day) [14]	485,193	468,445	-3%	-16,748
Annual Avg. Domestic Crude WTI Oil Prices (in $/Barrel) [14]	$100	$83	-17%	-17

Sources: [1]Alaska Department of Labor (ADOL); [2]ADOL Southeast Alaska Population by Age; [3]Alaska Department of Education and Early Development; [4]Based on the quarterly Alaska Housing Unit Survey, a survey of local governments and housing agencies; [5] US Coast Guard; [6] US Census Nonemployer (self-employment) Statistics and estimates based on business climate surveys; [7]Kitco Metals Inc.; [8]ADF&G Southeast Alaska Commercial Seafood Industry Harvest and Ex-Vessel Value Information; [10]Cruise Line Agencies of Alaska; [11]US Bureau of Transportation Statistics (RITA); [12]Alaska Marine Highway System data; [14]Alaska Department of Revenue Crude Oil and Natural Gas Prices; [15]Commercial Fisheries Entry Commission.

Jobs by Community

Looking at all communities across Southeast in 2023, job counts were up in nearly every community compared to 2022.

The largest 2022 to 2023 job gains percentage-wise included **Skagway** (+16%), **Wrangell** (+11%), **Haines/Klukwan** (+11%), **Hoonah** (+9%), and **Gustavus** (+9%). Two communities experienced continued job losses in 2023 compared to 2022. **Metlakatla** and **Angoon** each lost 2%-3% of all jobs.

Wages were up in every community, and more than half saw double digit wage increase percentages. The largest increases in total wages were seen in **Klukwan** (+25%), **Skagway** (+22%), **Wrangell** (+18%), and **Gustavus** (+18%).

Regional job rates remained below 2019 levels for many communities in 2023. Five communities had more jobs in 2023 than they did in 2019, including **Gustavus** (+37%), **Hoonah** (+21%), and **Yakutat** (+21%).

Approximately half of all regional jobs (49%) and wages (52%) are in **Juneau**.

***Note:** This analysis **excludes self-employment data**, which is not made available below the borough/census area level. Still, tracking change in labor figures is an important way to track overall workforce changes in a community.*

Annual Employment Change by Community 2022 to 2023

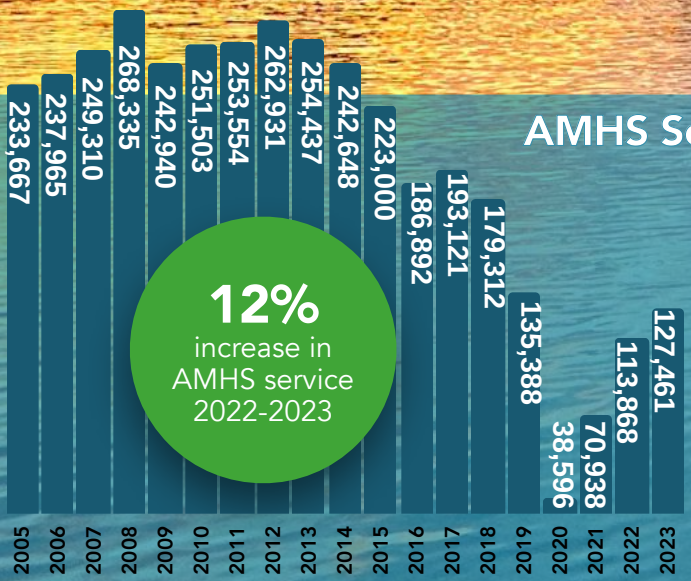
Community	2022 Annual Average Employment	2023 Annual Average Employment	2023 Wages in millions	Wages Change 2022-2023	Employment Change 2022-2023	Employment Change 2019-2023
Juneau	17,323	17,722	$1,170.5	8%	2%	-1%
Ketchikan	6,963	7,281	$432.6	9%	5%	-2%
Sitka	4,267	4,341	$265.1	9%	2%	1%
Prince of Wales	1,393	1,436	$73.0	10%	3%	-6%
Petersburg	1,244	1,253	$67.4	10%	1%	-2%
Haines	913	1,017	$46.9	16%	11%	-1%
Wrangell	673	749	$41.3	18%	11%	-9%
Skagway	879	1,017	$54.9	22%	16%	-6%
Metlakatla	503	493	$27.9	4%	-2%	-2%
Hoonah SSA	476	520	$26.5	15%	9%	21%
Yakutat	341	340	$21.9	8%	0%	21%
Gustavus SSA	255	279	$14.7	18%	9%	37%
Kake	161	166	$6.1	5%	3%	-1%
Angoon SSA	138	134	$4.7	3%	-3%	-13%
Hyder	38	42	$2.6	13%	11%	-19%
Klukwan	48	54	$1.3	25%	13%	6%

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section.
Notes: The Hoonah sub-subarea (SSA) includes Pelican and Elfin Cove. The Angoon SSA includes Tenakee Springs. Prince of Wales includes the Hollis SSA, Thorne Bay SSA and Hydaburg. An SSA is the smallest unit for which the Quarterly Census of Employment and Wages is analyzed.

Southeast Alaska GDP 2022 = $5.5 billion

Change 2021 to 2022 = 31%

Source: BEA



Source: AMHS.

AMHS Southeast Ridership

Ferry connectivity, long identified as the most vulnerable element of the regional economy, has been cut dramatically over the past decade. However, ridership was up by 12% between 2022 and 2023, as pandemic recovery continues. Although ridership of those coming to Southeast from outside the region is down by 17%, as marketing to the lower-48 market has been paused.

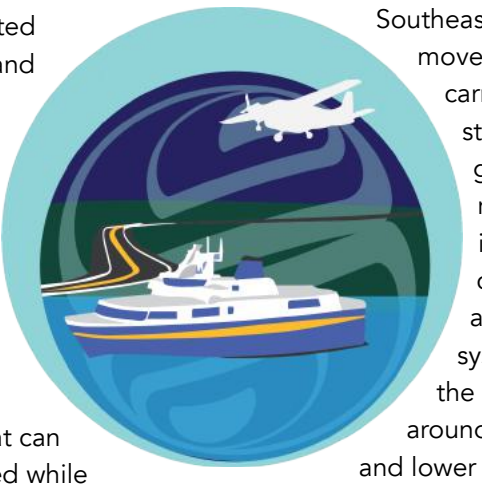
Ferry service in 2024 continued to be plagued by maintenance needs and a lack of workers. The Tazlina, Columbia, and Matanuska were out of service due to significant maintenance needs. The smaller fleet and just one operating mainliner meant another year without cross gulf service. The Kennicott heading to the shipyard in November. Lack of qualified crew continues to limit service.

The State continues to work with federal agencies to get three new ferries to replace the Tustumena and Matanuska.

Transportation Priority Objective

★Priority Objective #1: Support the stability, sustainability and longevity of the Marine Highway Systems of Alaska

With many geographically remote and isolated communities that cannot be connected via traditional roads, the Marine Highway Systems in Alaska must provide reliable, basic transportation service for passengers and freight to coastal communities, create an economy of scale, and provide cost-effective transportation services. In a coordinated effort to restore, strengthen and expand critical service, investment is needed in a strategic, long-term and short-term plan that includes bridge capacity support through private sector transportation partnerships. Public and private collaboration can improve reliability, efficiency, affordability and stability. Pursue standardized and appropriately-sized fleet and terminal modernizations that can be realistically and manageably staffed while meeting essential service needs with potential for economic growth to communities. Design the system for a smaller workforce and increased efficiency and automation, to mitigate impacts and constraints faced with limited available personnel. Develop targeted workforce development programs and a schedule for job consistency to reduce turnover. Advocate for State and Federal support of all system components. Strategically and expeditiously pursue and obligate PL 117-58 funds.



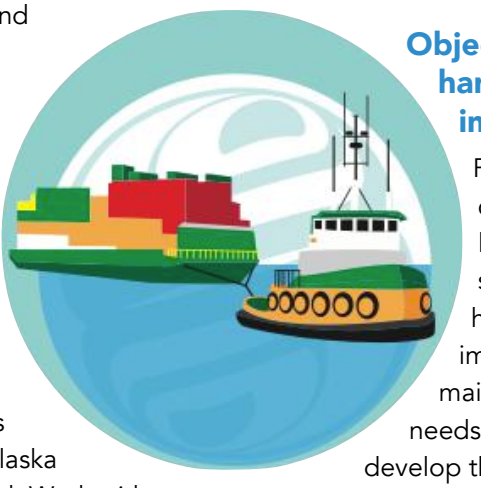
Other Transportation Objectives:

Objective #2: Develop a long-term, strategic, multi-modal, regional transportation plan

Southeast Alaska has been without a current regional transportation plan for the region's ferries, roads, airports, ports and harbors since the 2004 Southeast Alaska Transportation Plan (SATP) was published. Work with the State of Alaska to develop a comprehensive, collaborative, multi-modal approach to transportation planning through the regional Southeast Alaska Transportation Plan (SATP) process. Work with federal, state, Tribal, and public and private local stakeholders for full network alignment and coordination. Develop an action plan that will ensure the region's multi-modal transportation system meets the needs of the region's people and economy.

Objective #3: Improve and expand opportunities to move freight to and from markets

Southeast residents depend on the movement of goods, and barge operators carry the bulk of freight. Find ways to stabilize the cost of transporting goods into, out of, and within the region. Work with the transportation industry to find ways to reduce the costs for the transportation of goods and create a more resilient freight system. Explore freight forwarding at the international border. Design systems around the large fishery summer markets and lower ferry capacity in the winter. Determine the best, safest, most reliable way to move perishables to and from markets in Southeast. Support collaboration for alternative service options to communities with limited freight services, especially in the winter. Invest in, and support, the resilient infrastructure improvements communities need to accommodate reliable barge service and/or other freight transportation operations safely.



Objective #4: Ports and harbors infrastructure improvements

Ports and harbors within Southeast communities serve as economic hubs. Advocate for publicly supported and desired port and harbor infrastructure improvements, upgrades and maintenance. Address current user needs while exploring opportunities to develop these facilities beyond traditional uses for maximum public benefit and equitability. Utilize local networks, including private sector, to stimulate modernization investments with the

objective of improving the opportunities, reliability, continuation, and effectiveness serving the entire port and harbor network and community. Strengthen the supply chain to reduce the cost of transportation of goods to Southeast Alaska. Include infrastructure for multi-modal transportation methods such as float planes, including floats and fueling stations. Incorporate alternative energy sources/opportunities at ports and harbors.

Objective #5: Transportation Workforce Development

All transportation types and providers face impacts to operations due to lack of available workforce, causing additional costs, delays and reduced services to communities. Pursue, support and collaborate on workforce development, attraction and retention efforts through improved education, certification/licensing management, marketing and housing development programs. Design programs to gain primary and secondary school-age kids' interest. Prepare individuals through appropriate and locally-available secondary education and increase completion rates. Support accessible, high-quality and modern training programs for professional certifications that are vital to the workforce of the transportation industry.

Objective #6: Ensure the stability and safety of passenger transportation services

The passenger transportation networks in Southeast Alaska serves as a critical economic engine for the region, generating jobs, commerce, and tourism while also increasing community wellbeing through accessibility to jobs, health care and other residential needs. Support consistency in providing federal and state funding for continued maintenance and operations of all transportation modes and service areas in order to ensure safe systems with more long-term certainty and predictability. Facilitate discussions for solutions to transportation gaps of service. Pursue and strengthen partnerships with the private sector to reduce burden and costs on public entities while also capitalizing on improved efficiencies and increased system resiliency. Incorporate active transportation elements into road development or restoration efforts to increase safety and opportunities for non-motorized transportation users.

Objective #7: Improve marine and road connection to Lower 48

Southeast Alaska and its supply chain has long benefited from a secondary connection to the contiguous United States through the Canadian Port of Prince Rupert. Establish a secondary port connection to the lower 48. Mitigate the impacts of constrained supply chain through better connection to road and rail as well as connection to services and new opportunities. Allow for alternative supply and market opportunities across Canadian border supply chains and exporting locally-manufactured products into Canada.

Objective #8: Disaster Resilient Transportation Infrastructure

Disaster events are becoming increasingly disruptive. Design and invest in transportation infrastructure through strengthening and protecting evacuation routes, enabling communities to address vulnerabilities and increasing the resilience of transportation infrastructure that can better withstand the impacts of sea level rise, flooding, landslides, wildfires, extreme weather events, and other natural disasters as well as be utilized to better respond to disasters. Develop secondary roadways, prioritizing critical pathways within communities to sustain the movement of people and provide system redundancy. Such infrastructure will improve disaster response and regional resilience.

throughout this plan in the maritime, health care, carpentry, masonry, electrical, HVAC, mining, seafood, and timber sections. In addition to these efforts, support continued development of K-12 and post-secondary education opportunities and pathways in the region. Partner with high schools in Southeast for new or expanded double credit opportunities. Retain students in state after graduation. Develop short courses to update skills in partnership with UAS and other post-secondary education institutions. Increase arts, cultural studies, and local language courses. Ensure UAS has certifications to meet local workforce needs. Create mentorships. Develop and retain top talent. Support scholarships and grants from municipalities for UAS.

#5: Workforce attraction and retention objective

Southeast Alaska has slowly but consistently been losing its workforce-age population. Support economic, cultural and quality of life projects that make Southeast a desirable place to live, work and plan. Help connect Alaskan college graduates with local, living wage jobs. Support housing initiatives to ensure communities have starter or attainable-priced homes for workforce age individuals.

#6: Coast Guard objective: Support Coast Guard vessel homeporting opportunities

Maintain and grow the Coast Guard presence in the region. The USCG is working to upgrade vessels as well as grow their northern-oriented fleet such as ice breakers. To support these new vessels, mooring and uplands space need updating. Support the infrastructure development needed to maintain and or grow USCG presence. Work with Federal representatives to forecast future force levels within communities. Identify challenges in supporting USCG growth and work to mitigate impacts. Support creating opportunities for ships and crews to overnight in the many ports across Alaska, allowing service members to better relate to the needs of the individual community and foster good working relationships with the local port authorities.

Objective #7: Natural disaster planning objective: Support disaster preparation and relief efforts

After devastating landslides in recent years, disaster preparation efforts should be a cornerstone of planning procedures going forward. Develop appropriate planning procedures to mitigate natural disasters in the region. Increase resources for data collection and improve available basic local data for use in disaster preparation and response. Compile information and data of events and area terrain for better understanding and mapping. Partner with agencies to collect appropriate data to improve alert systems and other disaster response. Collect disaster impact information to improve understanding of direct and indirect effects of natural disasters on a community. Advocate for disaster relief resources and funding for areas affected by natural disasters. Support the development of a disaster relief task force in the wake of events. Protect the economic vitality of areas affected by natural disasters. Ensure the safety of the residents in Southeast communities through robust disaster alert systems. Prepare disaster mitigation systems. Increase collaboration and communication amongst organizations working to respond and prepare. Support implementing FEMA training throughout the state on an annual basis, prior to disasters.

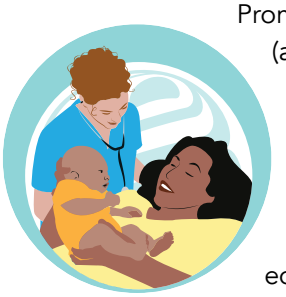
#8: Solid waste objective: Support regional solid waste management solutions

Develop best practices solutions handling MSW, including baling and compacting solid waste for shipping. Increase utilization of regional recycling and composting programs and increase use of commercial burn units. Encourage businesses and entrepreneurs to find ways to reuse solid waste materials to keep them out of landfills or from being shipped out for final disposal. Raise awareness of upcycling opportunities with community art projects and outreach to the schools with creative competitions. Communicate the importance of waste sorting to citizens in communities that ship their waste. Procure equipment to manage increasing amounts of tires. Create partnerships to share equipment, such as balers and shredders, across communities in the

region. Encourage collaboration and partnerships between communities and organizations to develop collective, regional programs and solutions.

#9: Healthcare workforce objective

There are too few Alaska healthcare workers to fill the current demand for services in Southeast Alaska, and job vacancies in the industry are increasing. Regional medical facilities must compete statewide and nationally for high demand healthcare workers. Look for creative solutions in finding different ways to recruit new talent. Continue recruitment partnerships with the university system, job center network, Alaska Department of Labor, and Alaska Workforce Investment Board. Expand local university programs to meet regional needs. Work to eliminate barriers to recruitment and retention through strategies that include establishing license reciprocity with other states. Work to retain Alaska-trained healthcare students. Increase health care training and support dual credits for high school and college training credits within the region and state. Reduce barriers to hiring outside workers. Improve recruitment strategies.



#10: Telecommunications objective: Improve communications access in Southeast Alaska

Support expansion of high-speed internet and cellular network coverage to make the region more competitive and provide more access to education. Broadband access fosters business development and expansion, telecommuting and micro-businesses, and increased education opportunities across Southeast Alaska. Remote work accessibility has become increasingly utilized in the growing world economy. Prioritize development of fiber, satellite, and other technologies that provide remote internet access in the region with a focus on businesses that have a duty to serve and requirement to provide services to Alaskan communities. Communications and reliable multi-point-of-failure pathways are attractive to investors, businesses, and families looking to stay connected. Equitable access to educational opportunities offer local, improved education outcomes and workforce development. Look at a regional solution that maximizes the use of IIJA funding to benefit all communities and expand broadband infrastructure in Southeast Alaska to achieve 2.5GHz.

#11: Manufacturing objective: Promote regionally-manufactured local product

Promote regionally-manufactured, local products (art, seafood, beer, wood, ships, handicrafts, etc.). Develop marketing materials to market Southeast Alaska as a whole. Grow the presence, public awareness and use of programs intended to identify locally-crafted goods to shoppers and visitors. Partner with education institutes to establish professional development classes that can teach entrepreneurs how to connect to consumers and sustainable business development. Teach creators how to grow and support their business operations to reach markets, especially online. Develop opportunities within communities to share knowledge, and collectively achieve economies of scale to expand selling avenues. Explore new market opportunities and form partnerships that are targeted for locally-available markets and visitors. Look for ways to reduce costs to small businesses such as through cooperative purchasing and subsidy programs.

#12: Food security objective: Increase supply, demand and equitable access and distribution of local foods and regional food system opportunities

Recognize the critical role local food harvesting practices have in household food security for Indigenous and non-Indigenous peoples of Southeast Alaska. Involve tribal leadership and community perspectives in conversations and decisions around regional food security and food sovereignty. Implement policies that provide economic incentives for prioritizing and localizing the Southeast food system at the regional and community levels. Build educational opportunities in schools and in communities for respectful wild food harvest skills learning based on shared values established by long-time Southeast Alaska harvesters.

October 23, 2026

The Honorable Austin Otos
Mayor
Ketchikan Gateway Borough
1900 First Avenue
Ketchikan, Alaska 99901

Re: Notice and opportunity to comment, Ketchikan Shipyard Dry Dock #3, Phase 1: Southeast Berth Reconstruction

Dear Mayor Otos:

The Alaska Industrial Development and Export Authority (AIDEA) intends to apply to the U.S. Economic Development Administration (EDA) for a Public Works investment in the Ketchikan Shipyard Dry Dock #3, Phase 1: Southeast Berth Reconstruction. Section D of EDA's notice of funding opportunity, and 13 CFR 302.9 to the extent it applies, provide that an applicant that is not a State, Indian Tribe or general purpose local government must give the appropriate general purpose local government at least 15 days to review and comment on the proposed project. AIDEA is a public corporation and instrumentality of the State of Alaska. To remove any question about this requirement, AIDEA is giving the Ketchikan Gateway Borough this notice and an opportunity to comment.

The project. Phase 1 is at the Ketchikan Shipyard, owned and operated through AIDEA, 3801 Tongass Avenue, Ketchikan. It removes the southeast floating dock and 115-foot pier and builds a new vertical pier face, piles and mooring dolphins sized for a future Dry Dock #3, gangways, utility extensions that stop at the berth limits, and related dredging and sheet pile, with the design, surveys, permitting, construction management and inspection the work requires. On completion, the shipyard operator can use the berth for afloat repair and outfitting of Alaska Marine Highway System, U.S. Coast Guard, NOAA and commercial vessels, whether or not Dry Dock #3 is built. The project includes no work on Tongass Avenue and no functional replacement of the Alaska Marine Highway System South Berth.

Cost and schedule. The total project cost is $20,000,000. AIDEA will request $16,000,000 from EDA (80 percent) and provide $4,000,000 in AIDEA cash (20 percent). The work is planned over 39 months from an EDA award, with construction in months 18 to 36 and in-water work within permit windows.

How to comment. Please send any comments within 15 days of your receipt of this letter to me at rruaro@aidea.org or 813 West Northern Lights Boulevard, Anchorage, Alaska 99503, with a copy to Kelvin A. Goode, PE, PMP, Infrastructure Development Senior Finance Officer and AIDEA's project manager, at kgoode@aidea.org or (907) 771-3037. AIDEA will submit with its application a copy of this notice, any comments received and a statement of any actions taken to

address them, or a statement that no comments were received. A letter of support from the Borough may also serve as its comment.

Thank you for your review.

Sincerely,

Randy P. Ruaro
Executive Director
Alaska Industrial Development and Export Authority

KETCHIKAN GATEWAY BOROUGH

1900 First Avenue, Suite 126, Ketchikan, Alaska 99901
● telephone: (907) 228-6610 ● fax (907) 228-6698
Department of Planning and Community Development

TO: Borough Assembly
FROM: Talya Stek, Planning Director
DATE: October 2026
RE: Herring Cove Plan Memo

Herring Cove has been an area of ongoing Borough focus. Over the years, the Borough has pursued several approaches to address concerns related to tourism, residential uses, zoning, and infrastructure. While these efforts have provided valuable information and helped identify community concerns, no single approach has resulted in a lasting, broadly supported solution.

As the Borough attempts to move forward with the proposed Herring Cove Area Plan, it is important to clarify what the Assembly hopes to accomplish and what resources or changes may be necessary to achieve realistic outcomes. There is little property under Borough ownership in the area, a lack of road powers, and there is limited revenue to fund facilities or improvements.

Before committing funding to a contract for this Plan, staff will conduct neighborhood outreach to gauge interest in the potential strategies and tools that could come out of a plan as options to resolve the challenges facing the area. A work session with the Assembly may be scheduled following this outreach to discuss the Area Plan moving forward.

History of Borough Action

The Borough has been involved in many types of action in Herring Cove including rezones, tourism management efforts, and planning studies. Most recently, it was identified in the Comprehensive Plan and a priority area for a Neighborhood Planning effort.

As staff has gone back through the previous efforts the Borough has made, it is clear that implementing potential solutions has been challenging. Notably, the Herring Cove Draft Study that took place in 2013 was never formally adopted and the Herring Cove Tourism Management Program was repealed in 2019. Rezone requests in the past were approved, while recent ones were denied due to a lack of a consistent framework for evaluating future proposals. A future zoning map developed with property owners could provide that framework.

The timeline on pps. 2-4 below reflects various actions taken in the area since 2012.

Date	Action	Type	Outcome	Notes
Feb 2012	Resolution 2390, amending hours of fishing in Herring Bay	Resolution	Failed	Herring Bay fishing activity directly affects Herring Cove
Sep 2012	Resolution 2429, encouraging AKDOT to improve Wood Road and reduce speed limit	Resolution	Passed	Speed limit ultimately unchanged
Apr 2013	Ordinance 1661, single-parcel rezone from RL to CG	Ordinance (rezone)	Passed	One of the first references to creating a Herring Cove plan
Jul 2013	Herring Cove Draft Study prepared	Study	Not adopted	Never formally adopted
Aug 2013	Ordinance 1676, rezoning the Alaska Rainforest Sanctuary lots to Commercial	Ordinance (rezone)	Passed	
Sep 2013	Planning Commission work session on the Herring Cove study	Work session	N/A	Discussed managing tourism and changing speed limits, among other topics

Date	Action	Type	Outcome	Notes
Jan 2014	Herring Cove enforcement presentation	Presentation	N/A	Alaska Rainforest Sanctuary offered operators parking for a fee. Using Commercial Passenger Vessel (CPV) funds to support enforcement was discussed. Some comments said infrastructure, not enforcement, was what the area needed.
Mar 2014	Ordinances 1708 and 1709, establishing the Herring Cove Tourism Management Program	Ordinance	Passed	Established permit and violation fees. *Repealed by Ordinance 1878 (Feb 2019).*
May 2014	AKDOT presentation on road projects, including the Herring Cove bridge	Presentation	N/A	
May 2014	Ordinance 1724, rezone request from residential to commercial	Ordinance (rezone)	Denied	
Jan 2019	Tourism Strategy and Herring Cove plan introduced together	Work session	N/A	Staff urged repeal of the Herring Cove Tourism Management Program. Work was later delayed by COVID-19.

Date	Action	Type	Outcome	Notes
Feb 2019	Ordinance 1878, repealing the Herring Cove Tourism Management Program (Ord. 1708/1709)	Ordinance	Passed	
Sep 2021	Tourism Strategy contract awarded	Contract	Awarded	
Jul 2023	Tourism Strategy adopted	Plan adoption	Adopted	Intended to address tourism borough-wide, with indirect effects on Herring Cove. Implementation has been limited because other agencies have not supported or adopted it.
Feb 2025	Ordinance 2061, rezone request to commercial	Ordinance (rezone)	Denied	
Feb 2025	Ordinance 2094, adopting the 2035 Comprehensive Plan	Ordinance (plan adoption)	Adopted	Identified Herring Cove as an area for a neighborhood planning effort
Sep 2026	Assembly identifies Herring Cove again as a priority area	Assembly action	N/A	Followed adoption of the Comprehensive Plan
Oct 2026	Staff is authorized to begin the Herring Cove Area Plan RFP process	Assembly Action	N/A	Plan will focus on Powerhouse Road within the broader study area

Limits on Borough Authority and Ability to Take Action

An area plan can help establish a shared vision, evaluate alternatives, and identify recommended actions. However, our ability to implement or address the concerns that have been raised will depend on more than planning alone.

Property. The Borough owns almost no property within the designated area boundary, or near the key hot spots. Acquiring property is one recommendation that could realistically come out of this process, but doing so would require Assembly support and funding. There is also no guarantee that property suitable for addressing concerns will be available for acquisition. The ability to acquire land in the area is likely the first threshold issue if more definite plans are to be pursued.

Road powers. The Borough does not currently have road powers in Herring Cove. Powerhouse Road is central to many of the conflicts between tourism use and activity and the established residential use. The road sees little maintenance, serves both industrial and residential property, while also seeing commercial use by large tour vans and buses gathering for bear viewing. The residents suffer the effects, but the Borough does not currently have the authority to maintain or improve the road. A service area could provide a pathway for the Borough to acquire road powers, as well as funding, though service area formation and public support for it may be a threshold issue to further action. Establishing a service area would require both a successful vote of the property owners and decisions about funding, responsibilities and enforcement.

Strategies a Plan Can Evaluate

Based on the concerns that have been raised by property owners and Assembly members over time, staff anticipates the following strategies as likely recommendations for addressing the challenges facing Herring Cove. An area plan can evaluate their feasibility, costs, and benefits through a clear process for public participation.

Strategy	What it could address	What it depends on
Future zoning map	Provides a consistent framework for evaluating future rezone requests	Property owner participation and staff time; can be completed in-house
Land acquisition	Gives the Borough property it can use to address problems near the key areas	Assembly support and funding; acquisition is not guaranteed
Service area	Provides a way to fund and deliver services in the area	Approval by a vote of property owners
Road acquisition (Can be accomplished through the establishment of a service area)	Allows the Borough to maintain the road	Service area and Assembly willingness to take on maintenance and enforcement, and funding or staff to pay for them

These strategies are not the only possible outcomes of the process. However, they are options that connect the identified concerns to actions within the Borough's authority.

The Borough has invested considerable staff time and resources in efforts to address the area. Moving forward, staff wants to ensure that the next phase of work understands the history and provides a practical path toward achievable outcomes. Staff has been researching the issues and identifying the work needed to prepare and implement an effective Herring Cove Area Plan. There has been emphasis from the body on producing planning work that the Borough can utilize. To meet that expectation, the plan needs to be grounded in an understanding of what the Borough can accomplish under its current authority and what additional steps may be required.

The scope of the area plan should reflect clear objectives. A plan limited to a future zoning map is within staff capacity and can be completed without using funding for a consultant. A plan that also evaluates land acquisition or a service area is a larger undertaking that would likely require one.

Gauging interest in these options prior to committing contract funds will help staff develop an appropriate scope of work and avoid investing in recommendations that cannot move forward.

It is also important to recognize that a plan of this nature is primarily a tool for working with residents and property owners to establish their shared vision for an area. That process can help address land use compatibility and concerns, but may be less effective on its own in resolving conflicts driven by commercial tour operators.

Staff recognizes the complexity of the challenges facing Herring Cove and remains open to exploring alternative approaches. The intent is to identify a direction that is both responsive to community concerns and achievable.

Recommendation and Next Steps

Staff recommends that the Herring Cove Area Plan Request for Proposal process be suspended pending the outcome of neighborhood outreach and any subsequent Assembly direction.

Unless otherwise directed, staff will reach out to property owners in the area and hold an informal town hall to gauge the level of interest in the strategies outlined in this memo.

This public outreach will gauge ideas for a future zoning map reviewed and supported by property owners, which would provide a consistent framework for evaluating future rezone requests. Staff believes this level of work can be handled in-house without a contractor. Separately, this outreach will gauge interest in forming a service area with road powers, which would allow the Borough to acquire Powerhouse Road and take on its maintenance, enforcement of its use, or both. A service area requires a vote of property owners. Expanding the scope of the plan to include these considerations would likely call for a contractor.

A work session with the Assembly may be scheduled in January following this outreach to discuss the Area Plan moving forward.

Invoice Date	Invoice Number	Description	Invoice Amount	Check Number	Check Issue Date	Department	Voided	Void Date
KETCHIKAN VISITORS BUREAU								
07/01/26	PAYMENT#1	FY27 Operating Agreement	112,500.00	63094	08/14/26	Commercial Passenger Vessel	No	
Total KETCHIKAN VISITORS BUREAU:			112,500.00					
KETCHIKAN WELLNESS COALITION								
06/30/26	FINAL	FY26 Community Grant	4,523.67	63017	07/31/26	Grant	No	
06/30/26	REPORT#4	FY26 Community Grant	3,084.24	63054	08/07/26	Grant	No	
06/30/26	REPORT#4- FINA	FY26 Community Grant	14,995.07	63054	08/07/26	Grant	No	
Total KETCHIKAN WELLNESS COALITION:			22,602.98					
KETCHIKAN YOUTH COURT								
06/30/26	FINAL	FY26 Community Grant	5,274.01	62948	07/17/26	Grant	No	
Total KETCHIKAN YOUTH COURT:			5,274.01					
Grand Totals:			140,376.99					

Assembly - Regular **10. b.**

Meeting Date: 11/02/2026

Responsible Staff: Nicole Anderson, Deputy Borough Clerk

Department: Clerk

Approved for Submittal: **Approved as to form:**

Information

TITLE

Committee Reports

RECOMMENDED ACTION

For Mayor and Assembly information only; no action required.

SUMMARY OF ISSUE

The following Assembly boards, commissions, and committees met during the period of October 20 – November 2, 2026:

- Forest Park Service Area Board
- Borough Elected Officials Training on OMA, Ethics, and Records
- Borough Elected Officials Training on Parliamentary Procedure Basics
- Homestead Service Area Board

The following Assembly boards, commissions, and committee meetings have upcoming meetings scheduled:

- South Tongass Service Area Board — November 4
- Planning Commission — November 10

The Clerk's Office is currently accepting applications for appointment to the following Assembly boards, commissions, and committees:

- **Board of Ethics:** Two vacancies total — One (1) for a regular member and one (1) for an alternate member; both with terms of office expiring three years from appointment. *An application is pending appointment on this agenda for the regular member seat.*
- **Borough Grant Committee:** One (1) vacancy for a term of office expiring November 2029
- **Service Area Boards:**
  - Forest Park: Three vacancies total — One (1) term expiring June 2028; Two (2) terms expiring June 2029
  - Gold Nugget: One (1) vacancy for a term expiring June 2029
  - Loring: One (1) vacancy for a term expiring June 2027 — *An application is pending appointment on this agenda.*
  - Mud Bight: One (1) vacancy for a term expiring June 2029
  - Waterfall Creek: One (1) vacancy for a term expiring June 2029

Information regarding the Assembly boards, commissions, and committees, along with applications for appointment, is available in the Office of the Borough Clerk.

Fiscal Impact

Attachments

No file(s) attached.