

**KODIAK CITY COUNCIL**

**WORK SESSION AGENDA**

**Tuesday, August 6, 2019**

**Kodiak Public Library Multi-Purpose Room**

**7:30 p.m.**

*Work sessions are informal meetings of the City Council where Councilmembers review the upcoming regular meeting agenda packet and seek or receive information from staff. Although additional items not listed on the work session agenda are sometimes discussed when introduced by the Mayor, Council, or staff, no formal action is taken at work sessions and items that require formal Council action are placed on a regular Council meeting agenda. Public comments at work sessions are NOT considered part of the official record. Public comments intended for the "official record" should be made at a regular City Council meeting.*

**Discussion Items**

- 1. Public Comments (limited to 3 minutes)
- 2. Review of Nonprofit Grant Funding Resolution .....1
- 3. Update on the State Homeland Security Grant Award
- 4. Discussion on the City Property Land Appraisals .....4
- 5. Elected Officials Training/Travel Requests
- 6. August 8, 2019, Agenda Packet Review

(This page left intentionally blank.)

**CITY OF KODIAK  
RESOLUTION NUMBER 2019–14**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF KODIAK  
AUTHORIZING PAYMENT OF FISCAL YEAR 2020 NONPROFIT ORGANIZATION  
GRANTS AND IN-KIND CONTRIBUTIONS**

WHEREAS, the City Council recognizes and supports local nonprofit organizations and has made provisions in the Fiscal Year 2020 budget for cash contributions to these organizations; and

WHEREAS, the City Council supports these nonprofit organizations because they supplement and complement services provided by the City; and

WHEREAS, the funding criteria for cash grants from the General Fund Non-Departmental Contributions Account to nonprofit organizations is based on the criteria established in Resolution No. 2018–06; and

WHEREAS, the City Council reviewed FY2020 nonprofit grant applications at the July 23, 2019, work session and voiced a consensus to provide funding.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Kodiak, Alaska, hereby authorizes payment of the following nonprofit organization grants and in-kind contributions for fiscal year 2020:

**Section 1. General Fund-Non-Departmental FY2020 Cash Contributions**

	<b>Cash</b>
<b><u>Youth Recreation Programs</u></b>	<b><u>9,700.00</u></b>
Kodiak Girl Scouts	5,000.00
Kodiak Hockey League	4,700.00
<b><u>Adult Recreation Programs</u></b>	<b><u>15,000.00</u></b>
Hope Community Resources, Inc.	5,000.00
Kodiak Arts Council	5,000.00
Special Olympics - Kodiak Area	5,000.00
<b><u>Public Safety Support Programs (Shelter/Food)</u></b>	<b><u>98,000.00</u></b>
Brother Francis Shelter – Kodiak	15,000.00
Hospice and Palliative Care of Kodiak	10,000.00

**Public Safety Support Programs (continued)**

Humane Society of Kodiak	6,000.00
Kodiak Area Mentor Program, Inc.	15,000.00
Kodiak Teen Court, Inc.	7,000.00
Kodiak Women’s Resource and Crisis Center	15,000.00
Senior Citizens of Kodiak, Inc.	15,000.00
The Salvation Army	15,000.00

**Emergency Response Support Programs** **52,300.00**

American Red Cross of Alaska	7,300.00
Kodiak Area Transit System (KATS)	15,000.00
Kodiak Public Broadcasting Corporation	15,000.00
Providence Kodiak Is Counseling/Safe Harbor	15,000.00

Total Grant Funding Requested **175,000.00**

**Section 2. Tourism Development Fund.** The Fiscal Year 2020 Tourism Development Fund Budget is amended by appropriating the use of additional funds in the amount of \$9,982.00 and authorizing payment in the amount of \$4,982.00 to the Alutiiq Museum & Archaeological Repository and \$5,000 to the Kodiak Maritime Museum as follows:

<u>Account</u>	<u>Description</u>	<u>Amount</u>
251.260.100.440.100	Contributions	9,982.00
251.001.000.385.100	Appropriation From Tourism Fund Balance	(9,982.00)

**Section 3. In-Kind Contributions.**

**In-Kind**

Alaska Wing Civil Air Patrol	35,593.56
Brother Francis Shelter	97,336.80
Humane Society of Kodiak – Animal Shelter	26,964.24
Kodiak Chamber of Commerce	46,353.60
Kodiak Head Start	46,761.60
Kodiak Historical –Society Baranof Museum	103,384.80
Kodiak Public Broadcasting Corporation	1,672.80
Kodiak Women’s Resource and Crisis Center (2 buildings)	1,672.80 + 1,672.80
Senior Citizens of Kodiak	6,691.20

**Section 3. Reporting Requirements.** All grantees shall submit two written reports annually to the City Manager, one not later than January 15 and one not later than July 15 to document expenditure of grant funds. Grantees that fail to comply with grant reporting requirements may be ineligible for future grant funding.

---

MAYOR

ATTEST:

---

CITY CLERK

Adopted:

DRAFT

**MacSwain Associates LLC**

4401 Business Park Blvd., Suite 22  
Anchorage, Alaska 99503  
Telephone: 907-561-1965  
Facsimile: 907-561-1955  
E-mail: s.macswain@macswain.com

July 30, 2019

Josie Bahnke  
Deputy City Manager, City of Kodiak  
710 Mill Bay Road  
Kodiak, AK 99615

Re: Contract for Appraisal of City of Kodiak Properties

Dear Ms. Bahnke:

MacSwain Associates LLC will prepare *Appraisal Reports* that analyze the City of Kodiak properties, as outlined below. The properties are delineated into four separate reports, which will comply with the *Uniform Standards of Professional Appraisal Practice* (USPAP). The purpose of the report is to estimate annual market rent based on the unencumbered fee simple interest. Thus, each report will make a ***hypothetical condition*** that the appraised properties are unencumbered by their leases. Engagement terms and conditions applicable to all four reports are as follows. Terms and conditions applicable to only one report follow subsequently in respective order.

<b><u>Client:</u></b>	City of Kodiak
<b><u>Intended Users:</u></b>	Client, lessees
<b><u>Intended Use:</u></b>	Assist client with establishing annual market rent
<b><u>Type of Values:</u></b>	Market value and market rent
<b><u>Property Rights:</u></b>	Unencumbered fee simple interest
<b><u>Number of Copies:</u></b>	PDF of each report, hard copies upon request
<b><u>Property Inspections:</u></b>	Our intent is to inspect all properties at one time. Travel costs will be billed to the City of Kodiak.

***Report 1: Pillar Mountain Communication Sites***

<b><u>Report Description:</u></b>	Ten communication sites valued separately, presented in single, bound report.
<b><u>Appraisal Fee:</u></b>	\$10,000
<b><u>Payment Terms:</u></b>	\$5,000 retainer, balance due upon completion
<b><u>Completion Date:</u></b>	September 30, 2019

***Report 2: Trident Sea Plane Basin – Near Island***

<b><u>Report Description:</u></b>	Five leased properties valued separately, presented in single, bound report. Properties with same lessee will likely be combined. The report will exclude the quarry and lessee improvements.
<b><u>Appraisal Fee:</u></b>	\$10,000
<b><u>Payment Terms:</u></b>	\$5,000 retainer, balance due upon completion
<b><u>Completion Date:</u></b>	October 31, 2019

***Report 3: Kodiak Lilly Lake Airport / Seaplane Base***

**Report Description:** 30± properties valued separately, presented in single, bound report. The report will exclude lessee improvements.

**Appraisal Fee:** \$12,000

**Payment Terms:** \$6,000 retainer, balance due upon completion

**Completion Date:** November 29, 2019

***Report 4: Kodiak Shipyard***

**Report Description:** Shipyard property, which includes a Marine Travelift 660-ton lift and associated infrastructure, and other storage areas and structures. The report will exclude the quarry.

**Appraisal Fee:** \$12,000

**Payment Terms:** \$6,000 retainer, balance due upon completion

**Completion Date:** December 30, 2019

Please forward a signed copy of engagement to our office if the terms and conditions meet your approval. We appreciate the opportunity to submit the proposal. We are available to answer questions or concerns regarding the engagement.

Sincerely,

---

Steve MacSwain, MAI  
MacSwain Associates LLC

---

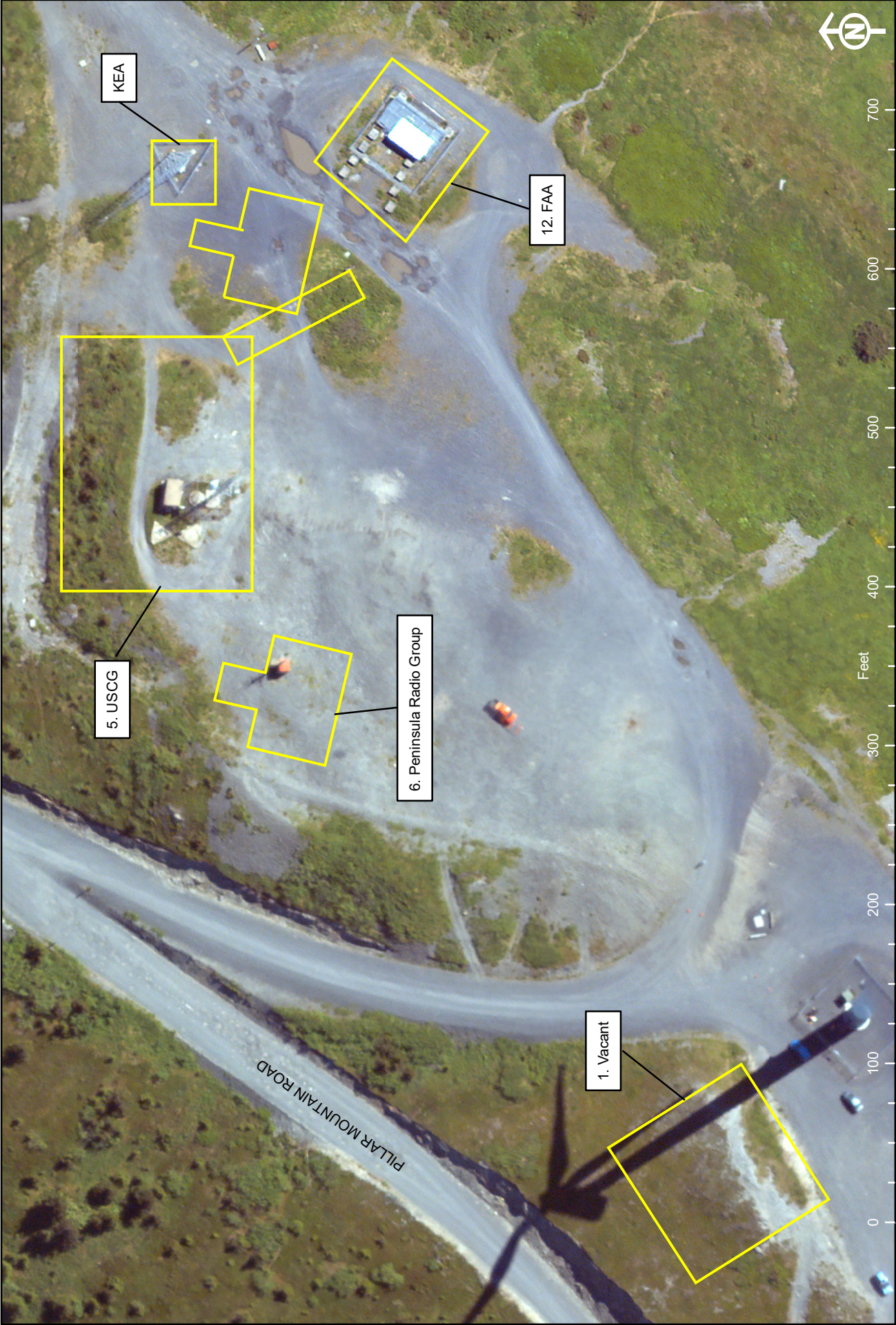
Josie Bahnke, Deputy City Manager      Date  
City of Kodiak



# City of Kodiak Pillar Mountain Communication and Antenna Lease Sites

○ Lease Site





# City of Kodiak Pillar Mountain Communication and Antenna Lease Sites

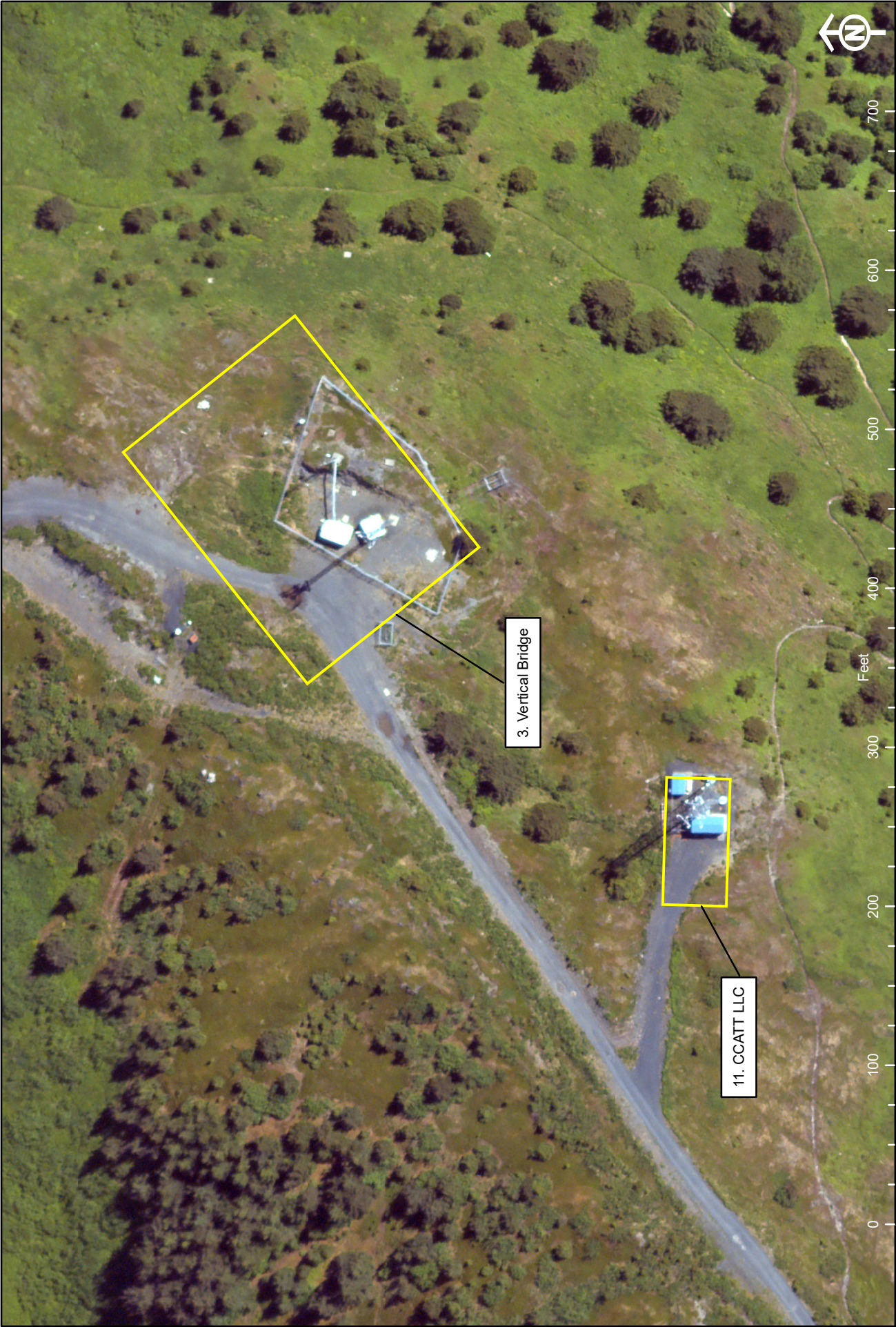
— Lease Boundary

Map drafted by Kodiak Island Borough GIS July 19, 2019. 2018 aerial imagery.



# City of Kodiak Pillar Mountain Communication and Antenna Lease Sites

— Lease Boundary



# City of Kodiak Pillar Mountain Communication and Antenna Lease Sites

Lease Boundary

Map drafted by Kodiak Island Borough GIS July 19, 2019. 2018 aerial imagery.



— Lease Boundary

# City of Kodiak Pillar Mountain Communication and Antenna Lease Sites



9. GCI

Alaska Wireless Network, LLC

— Lease Boundary  
 - - - Sublease

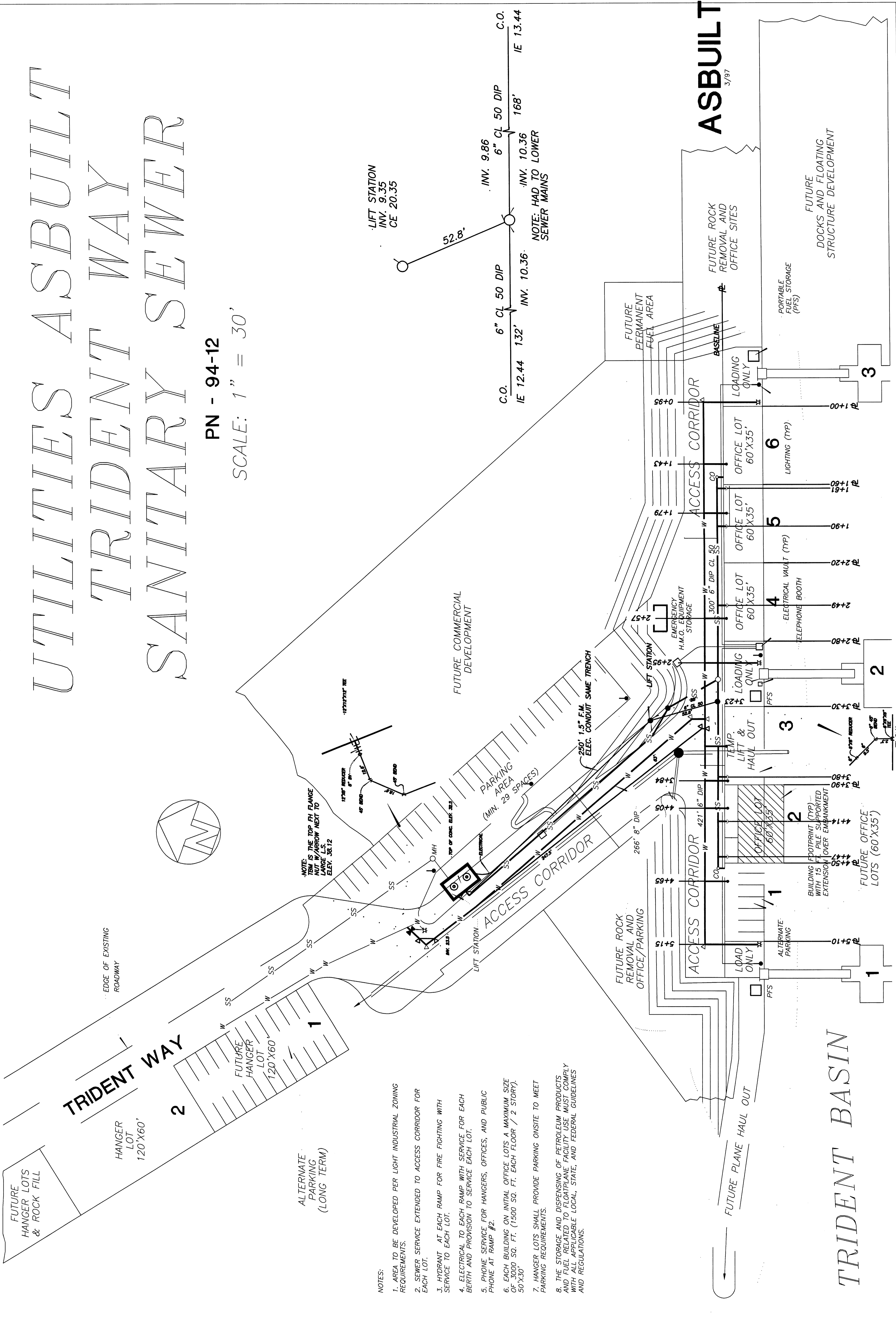
City of Kodiak Pillar Mountain

# Communication and Antenna Lease Sites

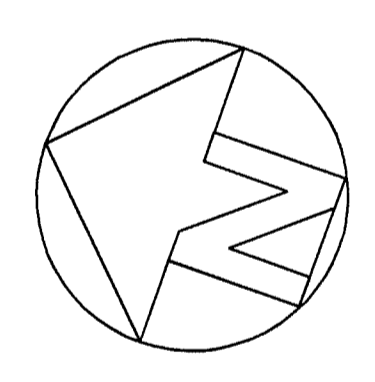
Map drafted by Kodiak Island Borough GIS July 19, 2019. 2018 aerial imagery.

# UTILITIES ASBULLT TRIDENT WAY SANITARY SEWER

PN - 94-12  
SCALE: 1" = 30'

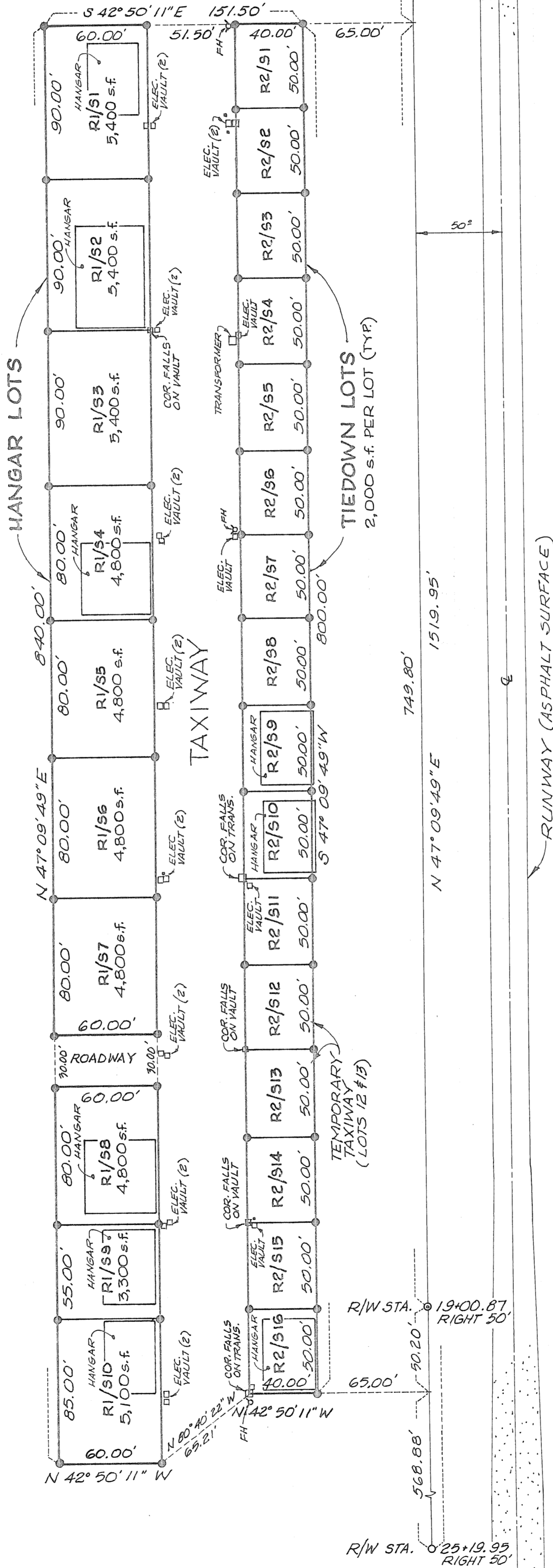
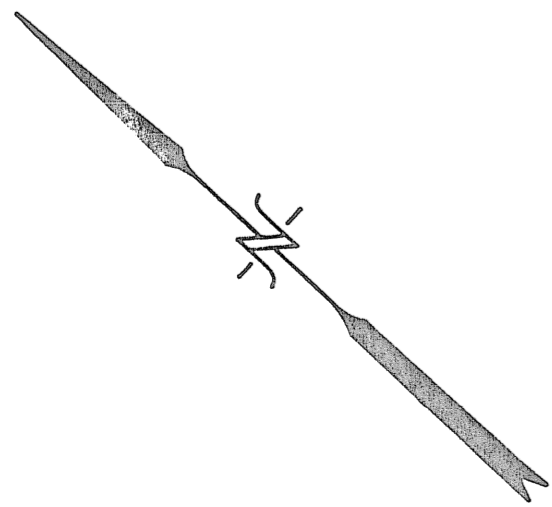


ASBULLT  
3/97



NOTES:

1. AREA TO BE DEVELOPED PER LIGHT INDUSTRIAL ZONING REQUIREMENTS.
2. SEWER SERVICE EXTENDED TO ACCESS CORRIDOR FOR EACH LOT.
3. HYDRANT AT EACH RAMP FOR FIRE FIGHTING WITH SERVICE TO EACH LOT.
4. ELECTRICAL TO EACH RAMP WITH SERVICE FOR EACH BERTH AND PROVISION TO SERVICE EACH LOT.
5. PHONE SERVICE FOR HANGERS, OFFICES, AND PUBLIC PHONE AT RAMP #2.
6. EACH BUILDING ON INITIAL OFFICE LOTS A MAXIMUM SIZE OF 3000 SQ. FT. (1500 SQ. FT. EACH FLOOR / 2 STORY). 50'X30'.
7. HANGER LOTS SHALL PROVIDE PARKING ONSITE TO MEET PARKING REQUIREMENTS.
8. THE STORAGE AND DISPENSING OF PETROLEUM PRODUCTS AND FUEL RELATED TO FLOATPLANE FACILITY USE MUST COMPLY WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL GUIDELINES AND REGULATIONS.

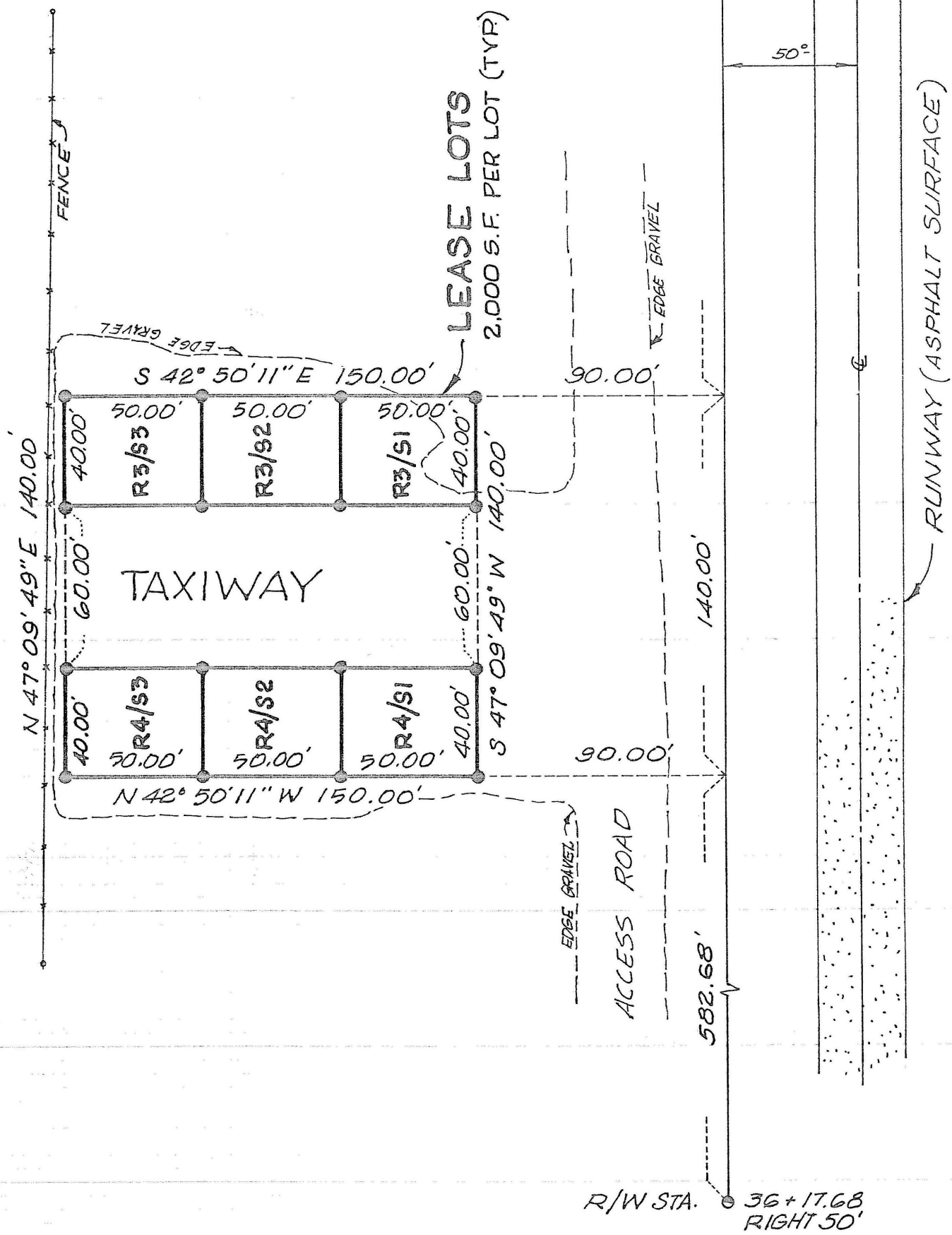
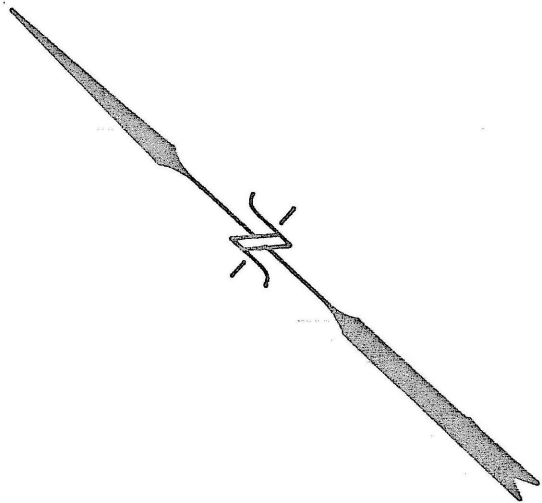


SHEET 1 of 2

PREPARED FOR: CITY OF KODIAK 2410 Mill Bay Road, Kodiak, Alaska 99615	
	<b>AIRPORT LEASE LOTS</b>
	CITY OF KODIAK <b>MUNICIPAL AIRPORT</b> WITHIN LOTS 2 and 3, U.S. SURVEY 3467
HORIZON LAND SURVEYING P.O. Box 1945 Kodiak, Alaska 99615	WITHIN KODIAK RECORDING DISTRICT KODIAK ALASKA
DATE: 10 October 2006 SCALE: 1" = 50 feet	DRAWN BY: S. Austerman REF: file: CITYAIR

**NOTE**  
 Original lot corners from drawing dated 25 November 1987 were recovered and used to control this survey.

**LEGEND**  
 ○ = 1 1/2" dia. aluminum cap on 5/8" dia. rebar set this survey, except where noted.  
 ○ = 1 1/2" dia. aluminum cap of record.  
 ○ = 2" dia. aluminum cap of record.





# NEAR ISLAND BOAT YARD EXPANSION PROJECT

