

KODIAK CITY COUNCIL

WORK SESSION AGENDA

Tuesday, May 12, 2020

7:30 p.m.

Elected Officials will be participating via Audio/Video Conferencing and/or a few in person. Public members are encouraged to tune in to KMXT 100.1 FM. For everyone’s protection, there will be no in-person attendance for this work session in compliance with the Centers for Disease Control and Prevention’s guidance on social distancing. Work session agendas and packets are available online at <https://www.city.kodiak.ak.us/meetings>.

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; call-in number: 486-7599)
2. Shipyard Operator Presentation from Highmark Marine LLC1
3. Discuss the Pink Salmon Disaster Funds Project Recommendations.....2
4. Discuss the Plan to Reopen City Facilities
5. Discuss FY2020 Supplemental Budget
6. Review Fee Schedule and Harbor Tariff13
7. Discuss the Construction Administration Agreement for the WWTP UV Effluent Disinfection Facility Project
8. Discussion of Kodiak Economic Task Force GRANT Program26
9. Manager’s Report and Clerk’s Report
10. May 14, 2020, Agenda Packet Review

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NOTES ON APRIL 21 DISCUSSION RE: HIGHMARK MARINE

Highmark Marine's (Cooper Curtis) proposal had the highest marks out of the proposals received for the travelift

Josie requested feedback from the Council re: the marketing plan

John, who served in the committee that chose the proposal: said Highmark's Proposal was very extensive and detailed.

Terry commented that the original idea was to have an outside company run the travelift. He was in favor of a local business that's reliable running the travelift and bringing in income.

There was some confusion on who was responsible for the utilities of the shipyard related to the boatlift. John and Charlie both asked for clarification. Josie stated she would have to go back and clarify at a future date.

Pat commented on the promotions plan portion of the proposal and called it "very general." She stated she wanted to see specifically what was going to be done, i.e how many ads are going to be issued per quarter. She didn't want to see the marketing plan go on the back burner. She cited page 23.

Josie suggested inviting Cooper to next work session.

John said he had issue with the last three bullet points on page 12 (see below). He said the language was vague and needed to be worked on further. He also asked if an environmental study needed to be done beforehand, due to the fact it said the City was liable for one.

- In the event that replacement equipment is necessary for the Shipyard due to excessive maintenance costs or major repairs, HMF and the City of Kodiak will come to an agreement regarding the acquisition of new equipment or the optional use of HMF equipment for this purpose.
- The City of Kodiak will reimburse HMF for all major repair work that falls outside general maintenance. This work will be invoiced at a mutually agreeable rate.
- The City of Kodiak will be responsible for the initial environmental study prior to HMF assuming management duties. Annual environmental reports regarding the wastewater system to be conducted by the City of Kodiak.

Josie said it would have to be gone over with the City attorney.

Pat reiterated it would be a good idea to invite Cooper Curtis and go over some of the details with him.

The general consensus was to invite Cooper Curtis.

From: Brad Gilman <mackerel@hsgblaw-dc.com>
Sent: Thursday, April 23, 2020 7:48 AM
To: Tvenge, Mike <mtvenge@city.kodiak.ak.us>
Cc: Javier, Nova <njavier@city.kodiak.ak.us>; Pat Branson <scokinc@ak.net>; John Whiddon <jbwhiddon52@gmail.com>
Subject: fr: Gilman re: Pink Salmon Disaster funding is out

EXTERNAL EMAIL: ***** If sender is unknown or email is unexpected, do not click on attachments/links.*****

Mike: Pacific States informed me last night that they have finally received the pink salmon disaster funding for municipalities. The City should be notified shortly by the Commission that it has been allocated \$226,617 out of the \$2.4 million.

As you know, there are strings on the money. The notification should include an explanation that you will need to submit a project or projects centering around fisheries infrastructure. I don't know yet precisely how the criteria are structured. Please send me the notification when you receive it.

I have been trying to remove the strings on the money for future fishery disaster assistance payments. Legislation to reform the fishery disaster assistance program is being considered by the Congress. We have been successful in getting raw fish tax revenues to communities specifically authorized for direct payments in both the House and Senate bills so that you can use the funds as you see fit. The Covid situation has put a crimp in the congressional agenda. We are hoping that the bill will be picked back up when they come into session this May and we will be pushing for the Members to make it a priority.

In the meantime, we finally have an approved template for what OMB will approve for community payments. The State will be putting together a draft spend plan for Pacific cod, which has received an allocation of funds. You should consider weighing into that process to try to get some of the revenues direct to the communities. Let me know what you think--

Brad

From: Brian Bissell <BBissell@psmfc.org>
Sent: Tuesday, April 21, 2020 9:20 PM
To: findir <findir@city.kodiak.ak.us>
Subject: RE: 2016 AK Pink Salmon Federal Disaster Relief
Importance: High

EXTERNAL EMAIL: ***** If sender is unknown or email is unexpected, do not click on attachments/links.*****

Director Mayes,

Hello, as an eligible recipient of the 2016 Alaska Pink Salmon Federal Disaster Relief please take the time to review the following attachments.

If the City of Kodiak is requesting an indirect cost, we will need to also see your approved indirect cost rate agreement.

I am available for questions, comments, or concerns.

V/R,

Brian Bissell

Project Manager

Fishery Disaster Programs

VMS Reimbursement Program



Pacific States Marine Fisheries Commission

205 SE Spokane Street, Suite 100 Portland, Oregon 97202

Phone: 503.595.3100 | Fax: 503.595.3232

bbissell@psmfc.org | www.psmfc.org



PACIFIC STATES MARINE FISHERIES COMMISSION
205 S.E. SPOKANE STREET, SUITE 100
PORTLAND, OREGON 97202-6487
PHONE: (503) 595-3100 • FAX: (503) 595-3232
www.psmfc.org

April 21, 2020

Gulf of Alaska Pink Salmon Fishery Disaster Relief Participants:

Municipality: KODIAK CITY

Contact: Kelly Mayes, Finance Director, findir@city.kodiak.ak.us

The Pacific States Marine Fisheries Commission is administering the Gulf of Alaska Pink Salmon Fishery Disaster Relief funding from National Marine Fisheries Service for eligible municipalities/boroughs that have been identified meeting specific criteria, which was outlined in our federal grant. The criteria are as follows:

- a) Municipality/Borough must be located within the affected areas,
- b) 2016 pink salmon landings in the municipality/boroughs must have had a minimum ex-vessel value of \$10,000,
- c) Eligible municipalities/boroughs must have demonstrated revenue (ex-vessel value) loss in 2016 as compared to the five even year average from 2006 through 2014 based on Commercial Operator's annual Report data.

The funds must be used for developing, improving, or maintaining infrastructure that supports pink salmon commercial fisheries in your community. Eligible municipalities/boroughs must identify project(s) that support infrastructure for commercial pink salmon fishing and other related shoreside fishery support facilities and/or equipment (e.g. cold storage, ice houses, docks, storage facilities).

Detailed project proposals for funding are to be submitted to the Commission office for review and approval. When approved, the Commission will enter into a subaward with your municipality. The projects must be completed by March 31, 2024. The proposals are to include a description of the problem addressing, how work will be accomplished, and a detailed budget. The amount of funds identified for your municipality/borough is **\$226,617.95**

In addition to the project proposals, the Commission must perform risk assessments on entities who are receiving federal funds. Under the Uniform Guidance 2 CFR 200 for subrecipient monitoring, we need to gather information and documents from your entity. As part of our risk assessment of a subrecipient, we perform the following process:

1. Check SAM (System Award Management) for suspended or debarred agencies
2. Review recent agency annual audit reports
3. Review a completed Subrecipient Survey
4. Request a FFATA Sub-awardee Certification
5. Request a W-9
6. If an agency is requesting indirect cost, a current Indirect Cost Agreement must be provided to the Commission office.

We have attached the necessary documents that need to be completed and returned to our office for the process to begin. Upon receipt of these documents the Commission will begin reviewing and should any questions arise, will contact your entity for further information.

If you have any questions, feel free to contact me at bbissell@psmfc.org or (503) 595-3100.

Sincerely,



Brian Bissell

Project Manager

Fishery Disaster Programs

VMS Reimbursement Program



Pacific States Marine Fisheries Commission

205 SE Spokane Street, Suite 100 Portland, Oregon 97202

Phone: 503.595.3100 | Fax: 503.595.3232

bbissell@psmfc.org | www.psmfc.org

"To promote the conservation, development and management of Pacific coast fishery resources through coordinated regional research, monitoring and utilization"

**FEDERAL FUNDING ACCOUNTABILITY
AND TRANSPARENCY ACT 2006**

SUBAWARDEE CERTIFICATION

Grantee/Contractor/Sub-Recipient	DUNS Number

PARTICIPATION REQUIREMENTS

As a recipient of federal contract, grant or other federal funds, the Pacific States Marine Fisheries Commission (PSMFC) is required under the Federal Funding Accountability and Transparency Act of 2006 (FFATA) (www.fsrs.gov) to report certain information about the PSMFC's contractors, grantees, and sub-recipients of that federal funding. The required Contractor information may include business and compensation data for their top five most highly compensated officers on all federal grants and contracts if the entity receives certain levels of federal funding and meets other parameters.

Unless exempted (see criteria below), Contractors must complete a registration with the federal System for Awards Management (SAM) at www.sam.gov. A DUNS number will be required for registration. The SAM website provides information on how to obtain that number. If any data in your SAM account changes, you must update it within 30 days and notify the PSMFC Contract Specialist.

Contractors that meet the following parameters are exempt from SAM registration and reporting requirements, but still must complete this certification. However, if there is any change in the Contractor's business status, organization, or operation that results in loss of exemption, the Contractor must register in the SAM and provide a new FFATA Contractor Certification to the PSMFC Contract Specialist.

EXEMPTION CATEGORIES

- The Contractor is an individual who is a natural person (i.e., unrelated to any business or non-profit organization he or she may own or operate in his or her name), or;
- The Contractor is an entity that had a gross income, from all sources, of less than \$300,000 in the entity's previous tax year.

If NOT exempt, please complete the following section:

SAM REGISTRATION (for non-exempt Contractors)

- The Contractor is not exempt and a SAM registration has been completed and/or updated.
- The Contractor is a subsidiary of another entity, the parent entity's DUNS number is:

Please enter a check mark next to the following items if it is true for your organization.

- In the Contractor's previous fiscal year, including all parent organizations, all branches, and all affiliates worldwide, 80 percent or more of our annual gross revenues were in U.S. federal contracts, subcontracts, loans, grants, sub grants, and/or cooperative agreements; and
- The Contractor receives contracts or grants from PSMFC that total \$25,000 or more annual gross revenue funded, in the aggregate, from any and all federally-funded contracts and awards; and
- The public does not have access to information about the compensation of the executives of the Contractor through SEC filings, public university or governmental records.

If each of the above three items are checked as "true", the names and compensation data for the Contractor's top five most highly compensated officers must also be entered in the SAM.

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY, that I am duly authorized by the prospective Grantee, Contractor, or Sub-Recipient to execute this certification and that the information listed above is true and accurate.

Signed (Authorized Signer)	Date Executed
Printed Name	Executed at (County)



205 SE Spokane Street, Suite 100
Portland, Oregon 97202
(503) 595-3100 / 595-3232 fax
www.psmfc.org

Subrecipient Survey

Section 1. Organization Information

Name of Organization: CITY OF KODIAK

Business address: 710 MUIR Bay Rd P.O. Box 1397 Kodiak AK 99615

Telephone: 907-486-8659

FAX: _____

E-mail: Sindir@City.Kodiak.ak.us

Date Established: March 16, 1965

DUNS number: 07-819-1970

EIN: 92-6000083

Type of organization (e.g. Corporation, foundation, non-profit): Municipality

Organization classification (e.g. Small business, woman owned) Home-Rule

Number of employees: 134.15 FTES

Section 2. Subrecipient Survey

- N 1. Do you have audited financial statements?
If "Yes," provide the date of the most recent Independent Auditors' Report December 27, 2019
AND indicate the type of opinion issued (unqualified, qualified, etc.)
- N 2. Are your accounting procedures documented?
- N 3. Is your financial system designed so that there is a segregation of duties?
- N 4. Are sources and application of Federal and non-Federal funds identified in your accounting system?

- Y N 5. Are accounting records for federal funds supported by source documentation that is retained for at least 3 years?
- Y N 6. Are transactions recorded and posted in the accounting system at least every thirty days?
- Y N 7. Is the accounting function completely separated from procurement and receiving?
- Y N 8. Are journal entries approved by a manager?
- Y N 9. Are there procedures to determine the allowability, allocability and reasonableness of costs charged to a federal award?
- Y N 10. Are budgeted costs compared with actual costs for federal awards?
- Y N 11. Are detailed property records checked periodically by physical inventory? If no, explain:
_____.
- Y N 12. Are bank statements reconciled at least monthly?
- Y N 13. Does the organization have an indirect cost allocation plan or a negotiated indirect cost rate?
(Please provide a copy of negotiated indirect cost rate agreement.)

Section 3. Conflict of Interest

- Y N Subrecipient certifies that it has an active and enforced conflict of interest policy.
- Y N Is the Subrecipient aware of any conflict of interest by receiving funds from the Commission.
- Y N Is the Subrecipient aware of any family member that may receive a financial or other significant benefit as a result of the organization receiving funds from the Commission.

Section 4. Current Federal Awards, Subawards, Contracts

Please list below the three largest federal awards, subawards, and/or contracts that your organization is currently managing. Include federal agency, project title, start and end dates, and award amount.

- ① 2019 NOAA Tsunami Hazard Mitigation Program CFDA 11.467 \$108,600
U.S. Dept of Commerce Federal Grant Number NA19NWS4670008
9/1/2019 through August 31, 2020
- ② U.S. Dept of Military + Veterans Affairs through State Homeland Security Program
CFDA 97.067 \$586,063.12 Program Name: 2019 State Homeland Security Grant
Federal Grant Number EMW-2019-SS-00031-501 10/1/2019 through 9/30/2021
- ③ U.S. Environmental Protection Agency passed through the State of Alaska Dept of
Environmental Conservation Alaska Clean Water Revolving Loan funds CFDA 66.458 \$5,435,000

Section 5. Current Non-Federal Awards, Subawards, Contracts

Please list below the three largest non-federal awards, subawards, and/or contracts that your organization is currently managing. Include sponsor, project title, start and end dates, and award amount.

① State of Alaska - Kodiak Regional and Community Jail Contract
Award Amount: \$1,092,332 - Renewed annually July 1, 2019 through June 30, 2020

② State of Alaska Dept of Public Safety - Contract for Special Services \$78,750
Renewed Annually July 1, 2019 through June 30, 2020

③ State of Alaska Dept of Commerce, Community + Economic Development FY19 Designated Legislative Grant
Grant Agreement Number: 19-RR-005 \$76,755.61 11/1/2018 through 6/30/2023
Design of New Fire Hall

Section 5. Signature and Title of Authorized Organizational Representative

Subrecipient Signature: _____ Date: _____

Title: _____

Section 6. Return Address Information

After completing this survey and obtaining the signature of an Authorized Organizational Representative above, please either mail to:

Pam Kahut
PSMFC Finance Officer
Pacific States Marine Fisheries Commission
205 SE Spokane St., Suite 100
Portland, OR 97202

OR

Scan and email a PDF of the document to Pam Kahut at pkahut@psmfc.org.

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p style="font-size: small;">(Applies to accounts maintained outside the U.S.)</p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	Requester's name and address (optional)
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-			-				
or											
Employer identification number											
				-							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

	FY 2020 LTD Budget	FY 2020 LTD Budget Completed Projects	FY 2021 Additions	FY 2021 LTD Budget	03/24/2020 FY 2020 LTD Actual	03/24/2020 LTD Balance Remaining
Revenues						
Transfers In						
General Fund - Assigned to Projects	1,050,000.00	-	500,000.00	1,550,000.00	1,050,000.00	500,000.00
General Fund - Excess unassigned to projects	-	-	-	-	-	-
Electric Utility Fund	350,000.00	-	-	350,000.00	350,000.00	-
Harbor Fund	-	-	-	-	-	-
Total Transfers	1,400,000.00	-	500,000.00	1,900,000.00	1,400,000.00	500,000.00
Appropriation (to) / from Harbor Improvement Fund Balance						
Appropriations Assigned to Projects	2,020,000.00	-	-	2,020,000.00	2,020,000.00	-
Excess Unassigned to Fund Balance	-	-	-	-	-	-
Total Net Appropriations (to) / from Harbor Improvement Fund Balance	2,020,000.00	-	-	2,020,000.00	2,020,000.00	-
Total Revenues	3,420,000.00	-	500,000.00	3,920,000.00	3,420,000.00	500,000.00
Projects						
8516 Boat Launch SPH Floats	150,000.00	-	-	150,000.00	23,708.62	126,291.38
8520 SHH Repairs	745,000.00	-	-	745,000.00	574,317.71	170,682.29
8523 Oscar's Dock / Fender Piling Replacement	45,000.00	-	-	45,000.00	10,919.80	34,080.20
8527 Decking for Dock I	100,000.00	-	-	100,000.00	-	100,000.00
8529 St Herman Harbor Parking Improvements	200,000.00	-	-	200,000.00	-	200,000.00
8530 St Herman Harbor Replacement	250,000.00	-	-	250,000.00	-	250,000.00
8532 Harbor Software Replacement	35,000.00	-	-	35,000.00	24,545.98	10,454.02
8533 Safety Inspections and Improvements	170,000.00	-	-	170,000.00	12,668.05	157,331.95
8534 Anode Replacements	225,000.00	-	-	225,000.00	-	225,000.00
8535 Piers and Docks Repairs & Maintenance	100,000.00	-	-	100,000.00	14,500.00	85,500.00
8536 Security Improvements	50,000.00	-	-	50,000.00	-	50,000.00
8537 St Herman Harbor Replacement - Phase I	1,850,000.00	-	500,000.00	1,850,000.00	-	1,850,000.00
Total Projects	3,420,000.00	-	500,000.00	3,920,000.00	660,660.16	3,259,339.84

new closed exist add total 21 0 0 1 12

Funding Sources for Open Projects					
Project	Project Description	LTD Budget	Source	% Funded by Source	Funding Source Description
8516	Boat Launch SPH Floats	150,000.00	150,000.00	100%	KCC - Transfer from General Fund
8520	SHH Repairs	745,000.00	645,000.00 100,000.00	87% 13%	Appropriation from Harbor Improvement Fund Balance KCC - Transfer from General Fund
8523	Oscar's Dock / Fender Piling Replacement	45,000.00	45,000.00	100%	Appropriation from Harbor Improvement Fund Balance
8527	Decking for Dock I	100,000.00	100,000.00	100%	KCC - Transfer from General Fund
8529	St Herman Harbor Parking Improvements	200,000.00	200,000.00	100%	KCC - Transfer from General Fund
8530	St Herman Harbor Replacement	250,000.00	250,000.00	100%	Appropriation from Harbor Improvement Fund Balance
8532	Harbor Software Replacement	35,000.00	35,000.00	100%	KCC - Transfer from General Fund
8533	Safety Inspections and Improvements	170,000.00	170,000.00	100%	KCC - Transfer from General Fund
8534	Anode Replacements	225,000.00	225,000.00	100%	KCC - Transfer from General Fund
8535	Piers and Docks Repairs and Maintenance	100,000.00	70,000.00 30,000.00	70% 30%	KCC - Transfer from General Fund Appropriations from Harbor Improvement Fund Balance
8536	Security Improvements	50,000.00	50,000.00	100%	Appropriations from Harbor Improvement Fund Balance
8537	St Herman Harbor Replacement Phase I	1,850,000.00	1,000,000.00 500,000.00 350,000.00	54% 27% 19%	Appropriations from Harbor Improvement Fund Balance KCC - Transfer from General Fund Transfer from Electric Utility Fund
Total Projects		3,920,000.00			



CITY OF KODIAK

SCHEDULE OF FEES, CHARGES, AND TARIFFS

Effective

July 1, 2020

For Discussion at the May 12, 2020 Work Session

City of Kodiak
Schedule of Fees and Charges
August 2019

Contents

Airport Facilities	Section 1
Includes float planes	
Ambulance; See Fire, Section 7	
Animal Control	Section 2
Includes licensing and impound fees	
Assessments for Public Improvements	Section 3
Buildings and Construction	Section 4
Includes building and other code permits, inspections, plan review, mobile home and RV temporary visitor permits and impoundment fees, etc.	
Business Licenses and Permits	Section 5
Includes for-hire vehicles, chauffeur, outdoor dining, pawnbroker, transient merchant, etc.	
Cemetery	Section 6
Includes burial and disinterment permits and grave preparation	
Fire Department	Section 7
Includes ambulance transport, response services, etc.	
General Services	Section 8
Includes financial documents, code of ordinances, copies, Council meeting materials, memorial bench fees, liens, real property applications, film permits, encroachment permits, etc.	
Harbor	Section 9
Includes, disposal, dry storage, electric utility, grids, services and equipment rental, dockage, moorage, shipyard, parking, etc.	
Laboratory	Section 10
Includes testing of water and misc. tests; appointments required	
Library	Section 11
Includes library cards, copies, overdue fees, room rental fees, teleconference fees, etc.	
Parks and Recreation	Section 12
Includes City organized sports, ice rink, swimming pool, teen center, parks	

Police Department **Section 13**
Includes evidence reproduction, excessive police services, protective custody,
law enforcement certification fee, BATF form 4 applications

Utilities..... **Section 14**
Includes sewer and water costs, connection,dumping,etc.

Resolution Table **Section 15**

Tariffs..... **Addendum**
City of Kodiak Tariff 1 (Harbor Electric)
Port of Kodiak Tariff 12 (Cargo Terminals)
Limousine Tariff
Taxicab Tariff

Section 1 Airport Facilities

1.1	Across-the-boundary fee for use of the Municipal Airport	
1.1.1	Per Year	\$189.00
1.1.2	Per Month	47.25
	<i>Each plane shall receive seven free days per month until the annual fee has been reached. A day is defined as midnight to midnight, or portion thereof.</i>	
1.2	Aircraft tie down space	
1.2.1	Annual rental (includes Across-the-Boundary fee) per month per plane	378.00 500
	<i>Lessees owning more than one plane will be required to pay Across-the-Boundary fees for each plane to a maximum of two additional.</i>	
1.2.2	Monthly rental (includes Across-the-Boundary fee), per month per plane	47.25
	<i>Each plane shall receive seven free days per month until the annual fee has been reached. A day is defined as midnight to midnight, or portion thereof.</i>	
1.3	Lilly Lake float plane lease per annum	443.00
1.4	Seaplane ramps (<i>Fees to be paid in advance</i>)	
1.4.1	Exclusive moorage, per year	1,023.75
1.4.2	Term, per year	945.00
1.4.3	Open moorage (midnight to midnight, or portion thereof), daily	15.75
	<i>Aircraft shall receive one free day of moorage per month until the term ceiling has been reached.</i>	
1.5	Entry Access Cards	
1.5.1	Non lease holders, annual fee inclusive of 1 entry access card	50.00
1.5.2	Additional annual entry cards	50.00
1.6	Hangar Lots	
1.6.1	Annual rental hangar lot for 2000 SF	500
1.6.2	Annual rental hangar lot for 3000 SF	825
1.6.3	Annual rental hangar lot for 4800 SF	1200
1.6.4	Annual rental hangar lot for 5100 SF	1275
1.6.5	Annual rental hangar lot for 5400 SF	1350

Section 2 Animal Control

2.1	Dog License (annual)	
2.1.1	Neutered male or spayed female	10.00
2.1.2	Unneutered male or unspayed female	35.00
2.1.3	Duplicate tag	5.00
2.2	Impound Fees	
2.2.1	First impoundment	25.00
2.2.2	Second impoundment	50.00
2.2.3	Third impoundment	75.00
2.2.4	Fourth and subsequent impoundments	125.00
2.2.4.1	plus, Impound Boarding fee, per day	5.00
2.3	Rabies vaccination deposit	20.00

Section 3 Assessments for Public Improvements

Street (Full) applies to street improvements that include paving plus such additional improvements such as curbs, gutters, sidewalks, etc. Street (Strip) applies to strip paving only. Sewer/Water applies to sewer or water improvements, and where both sewer and water improvements are constructed the fee may be charged twice, to pay for both utilities. (Charges are per sq. ft. of lot size, up to the maximum.) Assessment fees paid during the last 10 years for improvements made in an adjacent assessment district shall be deducted from the maximum amount levied.

	Zoning District	Street (Full)	Street (Strip)	Sewer/Water	Maximum
3.1	R1, Single-Family Residential	\$0.50	\$0.25	\$0.17	\$5,000.00
3.2	R2, Two-Family Residential	0.70	0.35	0.24	7,000.00

6.1	Burial / Grave Site Use Permit		
6.1.1	Adult Grave Site		300.00
6.1.2	Child (up to five-foot casket) Grave Site		150.00
	<i>Half-size/infant grave sites are available only in specified areas of the cemetery. Location in other areas are charged at the adult rate.</i>		
6.1.3	Cremains		150.00
	<i>Half-size grave sites for cremains are available only in specified areas of the cemetery. Location in other areas are charged at the adult rate.</i>		
6.1.4	Reservation of Grave Site		300.00
Section 6	Cemetery (Continued)		
6.2	Disinterment Permit		25.00
6.3	Grave Preparation		
	<i>Requests for opening and closing of graves must be made at the city clerk's office at least two working days prior to the time of burial. Opening and closing of a grave is not available on Sundays. Family members or others making arrangement for interment may open and close the grave themselves, or may contract independently with a third party to open and close the grave, in which case no charge will be made by the City for grave preparation, provided in all cases that such grave preparation is conducted in accordance with regulations and guidelines set by the City.</i>		
6.3.1	During period when thawing of ground is not necessary		
6.3.1.1	Adult		400.00
6.3.1.2	Child (up to five-foot casket) or cremains		150.00
6.3.2	During period when thawing of the ground is necessary		
6.3.2.1	Adult		550.00
6.3.2.2	Child (up to five-foot casket) or cremains		275.00
Section 7	Fire Department		
7.1	Ambulance, per transport		
7.1.1	Basic life support-Non-emergency		400.00
7.1.2	Basic life support-emergency		500.00
7.1.3	Advanced life support 1-emergency		600.00
7.1.4	Advanced life support 2		800.00
7.1.5	plus, per mile return trip		11.00 15.00
7.2	Ambulance standby for sporting events per hour, per company		120.00 per hour
7.2.1	Standby for youth sporting events inside City limits		150.00
7.2.2	Ambulance standby inside city limits		350.00
7.3	Property Salvage, by request of property owner, per hour		25.00
7.3	Fire Marshal		
7.3.1	Re-inspection of Fire Code Violations (two re-inspections or more for same code violation within <u>90 days</u>)		100.00 per inspection
7.3.2	Hydrant flow test (request in addition to standard 5 year flow testing)		350.00 per hydrant
7.3.3	New Install Fire Sprinkler Inspection		100.00 per inspection
7.3.4	New Install Fire Alarm Inspection		100.00 per inspection
7.4	Responses – per hour, per company/unit		
7.4.1	Fire Department response in unprotected areas, per hour per company (per mutual aid request)		250.00 350.00
7.4.2	Rescue response, per hour, per company		250.00 + actual cost of supplies 400.00 plus supply cost
7.4.3	Rescue response in restricted areas		1,000 plus supply cost

7.4.-34	Hazardous Material/petroleum product spill response, per hour per company	250.00+ actual cost of supplies 400.00 plus supply cost
7.4.-45	Malicious False Alarms, not addressed by, when responsible individual is identified	250.00 350.00
	Does not include system malfunction and "good intent" calls.	
7.4.6	Repeated false alarms not addressed by responsible party	350.00
7.4.7	Fire engine standby inside city limits	350.00
7.4.8	Confined space rescue standby inside city limits	500.00

Section 8		General Services
8.1	Audit and financial report (hard copy)	30.00
8.2	Budget printout, annual (hard copy)	30.00
8.3	Certification of City documents	5.00 + copy costs
8.4	Code of Ordinances (hard copy)	125.00
8.5	Code supplement, annual subscription (hard copy)	45.00
8.6	Copies, per page public (see library and police headings for exception)	0.25
	8.6.1 Copies per page, government and nonprofit	0.05
8.7	Copies, electronic (audio, video, CD, etc.)	10.00
8.8	Council meeting agenda, annual subscription (hard copy)	15.00
8.9	Council meeting minutes, annual subscription (hard copy)	50.00
8.10	Council meeting packet (hard copy)	20.00
8.11	Drug Testing, positive results	actual cost
	<i>(Any test authorized by KCC 5.40.196-198 which returns positive results for prescribed drugs.)</i>	
8.12	Encroachment permit.....	50.00
8.13	Exemption Card Replacement	5.00
8.14	Film permit, commercial	200.00
Section 8		General Services (Continued)
8.15	Lien, Filing or Release (sales tax/utilities)	50.00
8.16	Memorial bench dedication fee	1500.00
8.17	NSF or returned check	29.00
8.18	Sales Tax Returns, minimum estimated due per quarter	
	8.18.1 All sales and services other than rentals	50.00
	8.18.2 All rentals	157.50
8.19	Real Property, Purchase or Lease	
	8.19.1 Application	50.00
	8.19.2 Renewal of lease	50.00
8.20	Verbatim transcript	actual cost

Section 9		Harbor
<i>A day is defined as a calendar day, midnight to midnight or portion thereof.</i>		
9.1	Disposal	
	9.1.1 Drums, each 55 gallon	25.00
	9.1.2 Containment boom, per foot, per day, plus labor	0.60
	9.1.3 Sorbent pads and boom	cost + 10%
	9.1.4 Petroleum products and bilge waste, per gallon	
	9.1.4.1 Used oil	1.30
	9.1.4.2 Oily bilge water, vessels under 400 gross tons	3.00
	9.1.4.3 Oily bilge water, vessels over 400 gross tons	5.50
	9.1.4.4 Testing and other necessary services	cost + 10%
9.2	Dry Storage	

No charge for fishing gear storage for the first three (3) days. Minimum charge is \$10.00 or per square foot fee, whichever is greater.

9.2.1	Daily, per square foot	0.05
9.2.2	Weekly, per square foot	0.15
9.2.3	Monthly, per square foot	0.49
9.2.4	Annual, per square foot	1.50
9.2.5	Impounded vessels: cost of labor, equipment, and storage	cost + 10%
9.3	Electric Service, temporary, per day	
9.3.1	120-volt single-phase or actual KWH cost, whichever is greater	19.00
9.3.2	208-volt single-phase or actual KWH cost, whichever is greater	44.00
9.3.3	208-volt three-phase or actual KWH cost, whichever is greater	50.00
9.3.4	Electric cord rental, per day 30-amp 120-volt twist lock cords	9.00
9.3.5	Electric plug rental, per day	
	30-amp twist lock GFI to 20-amp straight blade	7.00
	208 single phase to 30-amp twist lock	13.00
	208 three phase to 208 single phase	19.00
9.4	Tidal Grid, per foot, per tide	2.50
9.5	Services and equipment rental	
9.5.1	Backhoe/loader, with operator, per 1/2 hour	94.00
9.5.2	Fork Lift	
9.5.2.1	4-ton, with operator, per 1/2 hour	94.00
9.5.3	Labor and Materials	
9.5.3.1	City employees, straight time, per hour	81.50
9.5.3.2	City employees, overtime, per hour	113.00
	<i>To accurately reflect 1.5 percent of straight time</i>	122.25
9.5.3.3	Non-City labor and miscellaneous materials	+ 10%
9.5.4	Pumps	
9.5.4.1	Dewatering, electric, per day	38.00
9.5.4.2	Dewatering, electric, per week	150.00
9.5.4.3	Dewatering, electric, per month	376.00
9.5.4.4	Dewatering gasoline, per day	63.00
9.5.4.5	Sewage, vessel or RV pump-out, per use	13.00
9.5.5	Tanker, used oil, with operator, per hour	163.00
9.5.6	Vessel, with operator, per hour	136.00
9.6	Dockage for commercial fishing vessels at piers and docks (all other vessels charged per port tariff)	
9.6.1	Vessels 80' and under	1.90
9.6.2	Vessels 81' and over	2.20
	• Includes Dock 1, Oscar's Dock, Piers 1, 2, & 3.	
	• Dockage fees shall be equal to the vessel's daily moorage rate, or the per foot rate, whichever is greater. Vessels with exclusive moorage, and vessels which have paid their annual daily moorage ceiling, receive the first day free when scheduled in advance. Dockage fees do not apply to the moorage ceiling.	
9.7	Moorage, exclusive, annual	
	• Exclusive moorage means a permanently assigned slip for a specific vessel. Moorage is calculated depending upon vessel length: Length x rate per linear foot.	
	• Length = length of vessel, including all fixed protuberances or length of slip, whichever is greater.	
	• Vessels moored at posted restricted areas in excess of the allotted time shall incur a moorage charge at double the daily rate, until the vessel has departed.	
	• 20% surcharge for vessels wider than 80% of the slip water space	
	• 50% surcharge for vessels wider than 100% of the slip water space	
9.7.1	0 to 20 feet	37.60
9.7.2	21 to 30 feet	37.60
9.7.3	31 to 40 feet	37.60
9.7.4	41 to 60 feet	54.35 51.36

<u>Section 9 Harbor (continued)</u>		
9.7.5	61 to 80 feet	76.40
9.7.6	81 to 100 feet	89.54
9.7.7	101 to 120 feet	102.69 102.70
9.7.8	121 to 150 feet	111.46
9.7.9	151 feet +	125.23 125.24
9.8	Moorage, open/daily	To match the harbor fees 1/60 of the annual moorage rate
	<ul style="list-style-type: none"> • Daily moorage shall stop accruing when an amount equal to 100% of the annual exclusive moorage has been reached. • Vessels moored at posted restricted areas in excess of the allotted time shall incur a moorage charge at double the daily rate, until the vessel has departed. • Vessels under 21' receive one free day per month at designated areas only, on first-come, first-served basis. 	
9.9	Parking	
9.9.1	Trailers at designated long-term parking areas	
9.9.1.1	Daily	7.00
9.9.1.2	Monthly	94.00
9.9.2	Permit parking for harbor customers in designated 30-day lots adjacent to the harbors, per day	1.00
	<ul style="list-style-type: none"> • Permits available to vessel slip holders and paid up transient vehicles only. Except that permits may be sold to the general public in the 30-day lot north of Ramp 1, St. Herman Harbor. 	
9.10	Gravel ramp use at SHH and SPH	
9.10.1	Aircraft, per launch or retrieval	94.00
9.10.2	Vessels under 76 feet in length, per foot, per tide	1.30
9.10.3	Vessels 76 feet and longer, per foot, per tide	1.90
9.10.4	Annual usage fee (must be paid in advance)	2,505.00
9.11	Waiting list, per year	31.50
9.12	Launch ramp (exclusive slip holders and personal pleasure boats of persons sixty-five years of age or older are exempt)	
9.12.1	Daily	10.00
9.12.2	Annual	126.00
9.13	Administrative fees	
Section 9 Harbor (Continued)		
9.13.1	Slip Transfer fee, per vessel	19.00
9.13.2	Account sent to collections	125.00
9.14	Vessel sewage disposal at Pier II per day (dockage charged separately)	94.00
9.15	Harbor Shower Fee per time period	6.00
9.16	Crane Use Fee, per 15 minute period or portion thereof.....	25.00
9.17	Shipyard	
	<ul style="list-style-type: none"> • Payment, without pre-approved credit, is 50% of the estimated yard fees and is due before the lift; the remainder must be paid prior to launch. • Lifts taking more than four hours will be assessed extra labor and/or machine time. • Dry dockage is assessed the entire time the vessel remains in the yard. 	
9.17.1	Lift, Block, and Launch	
9.17.1.1	Vessels up to 80'	69.00/ft
9.17.1.2	81' to 100'	78.00/ft
9.17.1.3	101' to 120'	94.00/ft
9.17.1.4	121' to 150'	111.00/ft
9.17.1.5	151' and up	120.00/ft
9.17.2	After hours surcharge	+ 20% / ft
9.17.2.1	Nonstandard Lift (operator and lift)	1,500.00/hr

9.17.2.2	Travel strap set up	T,M&E *+ 15%
9.17.2.3	Inspection Lift, includes 1 hour hang time free	75% of lift per launch
9.17.2.4	Hang Time (other than wash pad)	275.00 ea. addl. hour
9.17.2.4.1	Hang Time, on wash pad	200.00/hr
9.17.2.4.2	Hang Time, on heated wash pad	300.00/hr
9.17.5	Delay of Lift	250.00/half hour
9.17.6	Pressure Wash (and scrape if necessary)	T, M, & E*
9.17.7	Reposition	50% of lift / launch
9.17.8	Scheduling Deposit (credited to lift or forfeited if the vessel is late or no show)	750.00
9.17.9	Dry Dockage Space (lay day)	
9.17.9.1	1 to 30 days	2.90/ft/day
9.17.9.2	31 days or greater	1.45/ft/day
9.17.10	On-site Storage	
9.17.10.1	Daily (first three days or portion thereof no charge)	0.05/ft/day
9.17.10.2	Minimum charge	15.00
9.17.11	Vendor (must be preapproved and have \$1 million liability coverage).....	
9.17.11.1	Annual vendor fee	500.00/yr
9.17.11.2	Per vessel vendor fee (one-time use)	250.00
9.17.12	Utilities (includes water)	
9.17.12.1	120v single-phase 30 amp or actual kWh cost, whichever is greater	18.50/day
9.17.12.2	208v single-phase 50 amp or actual kWh cost, whichever is greater	44.20/day
9.17.12.3	208v three-phase 100 amp or actual kWh cost, whichever is greater	50.35/day
9.17.12.4	480v three-phase 100 amp or actual kWh cost, whichever is greater	70.00/day
9.17.13	Equipment Rental	
Section 9	Harbor (Continued)	
9.17.13.1	Fork lift	94.00/half hr
9.17.13.2	Man lift.....	94.00/half hr
9.17.13.3	Pressure Washer	250.00/day
9.17.13.4	Other	T, M, & E*
9.17.14	Environmental Tarp (ground tarp required for all bottom work)	Cost + 15%
9.17.15	Waste Disposal	
9.17.15.1	Used oil	1.30/gallon
9.17.15.2	Dumpster (5.5 yard)	110.00/tip
9.17.15.3	Non-Hazardous liquids, including oil bilge water	2.80/gallon
9.17.15.4	Hazardous	Cost + 15%
9.17.15.5	Other, e.g., metals and wood	Cost + 15%
9.17.16	Labor	
9.17.16.1	City Employee, straight time	81.00/hr 81.50/hr
9.17.16.2	City Employee, overtime	113.00/hr 122.25/hr
9.17.16.3	Contract service provider (e.g., diver, lift operator, etc)	Cost + 15%
9.17.17	Environmental Surcharge	2.5% of gross

9.17.18	Other Fees and Services	Cost + 15%
*T, M, & E: Time (i.e., labor hours), materials, and equipment hours		

Section 10 Laboratory
Appointments are required for all testing. Tests are performed on a time available basis. Certain tests can routinely be performed only during regular business hours, Monday through Thursday. If requested to be done at other times, charge is actual cost plus regular fee if any.

10.1	Water bacterial analysis	
10.1.1	Colilert PA Total Coliform/E. Coli (SM 9223 B)	50.00
10.1.2	Total Coliform MF mEndo (SM 9222 B)	60.00
10.1.3	Fecal Coliform MF mFC (SM 9222 D)	60.00
10.1.4	Total Coliform/E. Coli Colilert MPN LT2 (SM 9223 B)	70.00
10.1.5	Heterotrophic Count SimPlate method (SM 9215 E)	75.00
10.2	Biochemical Oxygen Demand (B.O.D. ₅) analysis (SM 5210 B)	80.00
10.3	Miscellaneous laboratory tests	Actual cost
	<i>Note: The following list is an example of laboratory tests that may be available.</i>	+ 10%
	Alkalinity	
	Total Hardness	
	Free or Total Chlorine Residual	
	Color	
	Conductivity	
	Copper	
	Dissolved oxygen	
	Iron	
	Langelier index	
	ManganeseNitrate	
	pH	
	Swimming pool/spa analysis	
	Total dissolved solids	
	Total suspended solids	
	Turbidity	
10.4	Yard salt	500.00/ton
10.5	Miscellaneous chemicals	Actual cost
		+ 10 %

Section 11 Library Services

11.1	Library material, lost or destroyed	Replacement cost plus 5.00
11.2	Card replacement	5.00
11.3	Copy charge	
11.3.1	Computer printed copy	
11.3.1.1	Black and white computer printer copies	0.20
11.3.1.2	Color computer printer copies	0.30
11.3.2	Photocopy	
11.3.2.1	Black and white	0.20
11.3.2.2	Color	0.40
11.4	Facsimile (fax) charge for public use	
11.4.1	To receive per page	1.00
11.4.2	To send	
11.4.2.1	First page	2.00
11.4.2.2	Each additional page	1.00
11.5	Overdue fees	
11.5.1	All print, audio, digital, and film library materials, per item, per day (with a maximum of \$5.00 per item)	0.10 with a maximum of

		5.00 per item
11.5.2	Interlibrary loan per day	1.00
11.5.3	Audio visual and electronic devices and accessories, per item per hour	1.00 with a maximum of 10.00 per item
11.6	Visitor library card	10.00
11.7	Multipurpose room rental fee	Annual fee
11.7.1	One-time use (use by individual or groups for a one-time use for fee-based training and/or certification, corporate development session, convention workshop, or social occasion)	75.00
11.7.2	Series use (use by an individual or groups for a series of events or classes over a duration of time such as weekly, quarterly, seasonally, etc. for fee-based training and/or certifications, corporate development sessions, convention workshops, or social occasions)	175.00
11.8	Alaskana room rental fee	
11.8.1	One-time use (use by individual or groups for a one-time use for fee-based training and/or certification, corporate development session, convention workshop, or social occasion)	25.00
11.8.2	Series use (use by an individual or groups for a series of events or classes over a duration of time such as weekly, quarterly, seasonally, etc. for fee-based training and/or certifications, corporate development sessions, convention workshops, or social occasions).....	75.00
11.9	Craft room rental fee	
11.9.1	One-time use (use by individual or groups for a one-time use for fee-based training and/or certification, corporate development session, convention workshop, or social occasion)	25.00
11.9.2	Series use (use by an individual or groups for a series of events or classes over a duration of time such as weekly, quarterly, seasonally, etc. for fee-based training and/or certifications, corporate development sessions, convention workshops or social occasions).....	75.00
11.10	Teleconference service fee	
11.10.1	In-state calls	10.00 per hr
11.10.2	Out-of-state calls	20.00 per hr

Section 12

Parks and Recreation

(Note: For activities including micro tournaments and clinics not listed, the Parks & Recreation Department will establish the activity/program fee. Youth includes ages 4-18; Adult 19-65; Senior 65+. Activity fees can be waived for parent volunteers for coaching and officiating. A sponsor can contribute to activity fees to reduce cost of person or group participants.) Promotional events may occur throughout the year that are not listed in the fee schedule when fees and events are approved by the City Manager.

12.1	City Organized Activities	
12.1.1	Basketball	
12.1.1.1	Adult Recreation Basketball Class A & Open Per Season Per Team ...	450.00
12.1.1.2	Adult Tournament Basketball Class B & C Per Season Per Team	350.00
12.1.1.3	Adult Recreation Basketball Half Season Per Team	250.00
12.1.1.4	Adult Recreation Basketball B&C (Student) Per Season Per Team	175.00
12.1.1.5	Adult Recreation Basketball Class A & Open Per Person	75.00
12.1.1.6	Adult Recreation Basketball Class B&C Per Person	75.00
12.1.1.7	Adult Recreation Basketball (Student/Tournament/Half Season) Per Person.....	50.00
12.1.1.8	Little Dribblers Per Season (6 weeks) Per Person	40.00
12.1.2	Volleyball	
12.1.2.1	Adult Recreation Volleyball Per Season Per Team	200.00
12.1.2.2	Adult Recreation Volleyball Half Season Per Team	100.00

12.1.2.3	Adult Recreation Volleyball (Student) Per Season Per Team	100.00
12.1.2.34	Adult Recreation Volleyball Per Person	40.00
12.1.2.-45	Adult Recreation Women's Volleyball Per Person	25.00
12.1.2.4.6	Adult Recreation Men's Volleyball Per Person	25.00
12.1.3	Soccer	
12.1.3.1	Adult Recreation Soccer Per Person Per Team	200.00
12.1.3.2	Adult Recreation Soccer Per Person	25.00
12.1.3.-43	Youth Soccer Per Season (6 weeks) Per Person	40.00
12.1.4	Races	
12.1.4.1	Per Race Per Adult	30.00
12.1.4.2	Per Race Per Youth/Senior	20.00
12.1.5	Summer Program	
12.1.5.1	Per Session (2 Week) Per Child	40.00
12.1.5.2	Half Session (1 Week) Per Child	25.00
12.1.6	Softball	
12.1.6.1	Adult Recreation Softball Per Season Per Team	200.00
12.1.6.2	Adult Recreation Softball Per Season Per Person	25.00
12.2	City Facility	
12.2.1	Ice Rink	
12.2.2.1	Per Session Per Adult	5.00
12.2.2.2	Per Session Per Student/Senior	2.00
12.2.2.3	Per Month Per Adult	45.00
12.2.2.4	Per Month Per Student	15.00
12.2.2.5	Per Season Per Adult.....	160.00
12.2.2.6	Per Season Per Student/Senior	55.00
12.2.2.7	Rental Per Hour	100.00
12.2.2.8	Dasher board sponsor	350.00
12.2.2	Swimming Pool	
12.2.2.1	Per Session Per Adult	5.00
12.2.2.2	Per Session Per Youth/Senior	2.00
12.2.2.3	Per Month Per Adult	45.00
12.2.2.4	Per Month Per Student	15.00
12.2.2.5	Per Month Infant	8.00
12.2.2.6	10 Punch Per Adult	45.00
12.2.2.7	10 Punch Youth/Senior	15.00
12.2.2.8	10 Punch Infant	8.00
12.2.2.9	Per Year Per Adult	360.00
12.2.2.10	Per Year Youth/Senior	120.00
12.2.2.11	Infant – 3 years.....	1.00
12.2.2.12	Lessons Per Persons Per Session.....	40.00
12.2.2.13	Pool Rental 2 Hour Block & Cleaning Fee (2 guards)	200.00
12.2.2.14	Pool Rental 2 Hour Block & Cleaning Fee (3 guards)	250.00
12.2.2.15	Life Guard Certification Course	80.00
12.2.3	Teen Center	
12.2.3.1	Racquetball Per Adult Per Session (1 hour)	5.00
12.2.3.2	Racquetball Per Student/Senior Per Session (1 hour)	2.00
12.2.3.3	Racquetball Per Month Per Adult.....	45.00
12.2.3.4	Racquetball Per Month Per Student.....	15.00
12.2.3.5	Racquetball Per Year Per Adult	360.00
12.2.3.6	Racquetball Per Year Per Student	120.00
12.2.3.7	Auditorium Per 4 Hour Block (Under 50 people) & Cleaning	125.00
12.2.3.8	Auditorium Per 4 Hour Block (Over 50 people) & Cleaning	225.00

12.2.3.9	Folding Table Rental (Cost is per table).....	5.00
12.2.3.10	Folding Chair Rental (Cost is per chair)	2.00
12.2.4	East Addition Recreation Building	
12.2.4.1	Per Three Hour Block	100.00

Section 13		Police	
13.1	Evidence Reproduction		
13.1.1	Reproduction of video media	10.00	
13.1.2	Reproduction of audio media	10.00	
13.1.3	Photographic reprints, 35mm	actual cost +	10%
13.1.4	Photo copies, per page	1.00	
13.1.5	Excessive police services (per KCC 8.98.020)	150.00	
13.2	Protective Custody		
13.2.1	First detention	150.00	
13.2.2	Each succeeding detention	plus 50.00	per incident
			see Sec. 7.1
13.3.3	Ambulance usage		actual cost
13.3.4	Medical charges		50.00
13.3.5	Law Enforcement Certification Fee, BATF Form 4 Applications		
13.3	Vehicle Towing and Storage		
13.3.1	Vehicle towing pursuant to Title 10	100.00 per	day
13.3.2	Vehicle storage pursuant to Title 10	5.00 per day	

Section 14		Utilities		Inside City Limits	Outside City Limits
14.1	Connection to sewer or water system for all materials and labor used in making the connection	cost + 10%	cost + 10%		
14.1.1	Minimum deposit	1,100.00	1,100.00		
14.2	Delinquency Fee on utility payments	35.00	35.00		
14.3	Hydrant Use				
	<i>Temporary use of fire hydrants is permitted for cleaning, temporary water during construction projects, or similar uses. A fire hydrant use permit and operational training must be obtained from the Public Works Department prior to any use of the fire hydrant.</i>				
14.3.1	Single-time permit (per 24-hour period)	35.00	35.00		
14.3.2	Annual permit	300.00	300.00		
14.3.3	Fire hose and associated appliances				
14.3.3.1	per 24-hour period	15.00	15.00		
14.3.3.2	non-returned equipment	300.00	300.00		
14.4	Sanitary Sewer	Inside City Limits	Outside City Limits		
	<i>Note: The sewer fee for a use not specified will be established by the Public Works Department, based on a specified use which characteristics are the most similar to those of the unspecified use.</i>				
14.4.1	<i>For the purposes of this section, equivalent units are defined as follows:</i>				
14.4.1.1	Apartments, one unit per dwelling	84.17	100.90		
14.4.1.2	Auditorium/Theater, one unit per 3,500 sq. ft. of floor area or fraction thereof	84.17	100.90		
14.4.1.3	Bakery, one unit per 200 sq. ft. of patron area or fraction thereof	84.17	100.90		
14.4.1.4	Bar, one unit per 200 sq. ft. of patron area or fraction thereof	84.17	100.90		
14.4.1.5	Beauty Shops/Barber Shops/Animal Grooming				

Kodiak Economic Task Force

Working to benefit Kodiak's Economy

Kodiak Small Business Emergency GRANT (Giving Resiliency Assets Near Term) Program

What is the GRANT program?

- The GRANT program is designed to provide immediate financial assistance to Kodiak's small businesses and non-profit agencies impacted by the COVID-19 pandemic.
- The GRANT program would provide grants between \$2500 to \$15,000 to businesses and nonprofits with less than 25 employees. Businesses may use grants for employee salaries and benefits, and other business capital and operating expenses directly related to the immediate impacts of COVID-19.
- Grant Funding for the program is coming from CARES Act funds distributed to the City of Kodiak through the State of Alaska.

Who is eligible to apply for the grants?

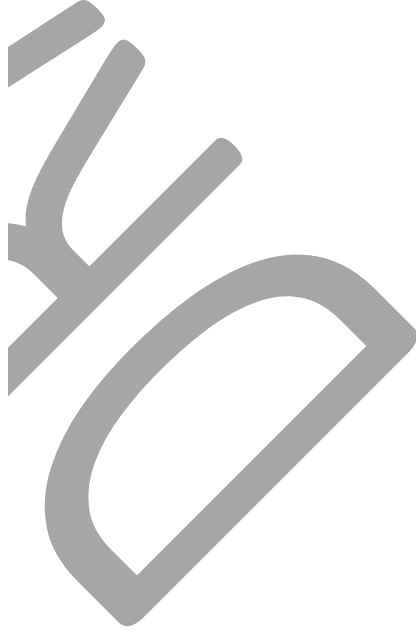
- Kodiak Island businesses, including seasonal businesses and nonprofits with less than 25 employees that have experienced sudden financial losses as a result of the COVID-19 pandemic and resulting businesses closures and restrictions.
- Businesses will be verified on company size, economic hardship, and good standing to maintain eligibility.
- Applications for Federal programs will not impact business eligibility for the Kodiak Small Business GRANT program.

How will the grant application work?

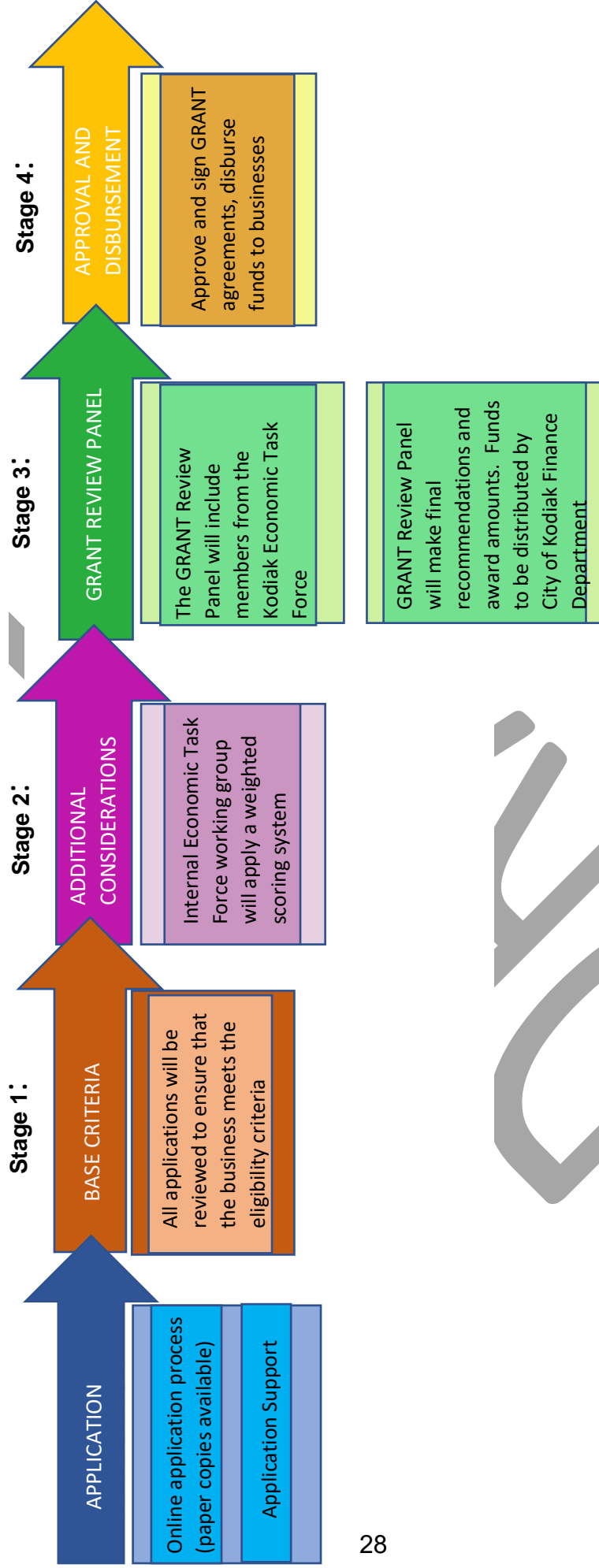
- The application will be posted online (www.kodiakeconomictaskforce.com) beginning mid-May. To date, the application period has not been finalized. Applications will be available no less than 7 days prior to beginning of applicant

deliberations. Evaluation process is based on most qualified, not on a first come, first served basis. . Paper applications also will be accepted via mail. The application will be available in Spanish and Tagalog.

- Applications will be evaluated through a competitive process involving a weighted scoring system, considering the number of jobs retained/or supported with funds, length of time the business has operated in Kodiak, demonstrated need and industry. Businesses must have had an active business license before the 3/1/2020.
- Applications will be reviewed by a designated GRANT Review Panel comprised of a diverse group of individuals from the Kodiak Economic Task Force. All applicants will be awarded from a blind perspective, meaning the review panel will not be able to see the name of the applying company during the review process.
- Grantees will be notified of awards shortly after the close of applications and will then be required to sign a Kodiak Small Business Emergency GRANT performance agreement. Resources will be made available through the Economic Task Force to assist applicants with the process.
- Grantee businesses will be required to submit a final report by 31 January 2021 detailing how funds were used. If the business does not use the funds for employee salary and benefits or other business capital and operating expenses related to the immediate impacts of COVID-19, the business must repay the grant.
- All business information will be kept strictly confidential and will not be shared or used for any purpose other than evaluation the GRANT award.
- Hold Harmless:



GRANT Program Application Process



Business GRANT Application

1. Business Name *

2. Is business locally-owned and operated in Kodiak Island Borough *

3. Email Address *

4. ORGANIZATION TYPE *

- Corporation
- Limited Liability Entity
- Limited Partnership
- Partnership
- Trust
- Sole Proprietor
- Other:

5. ORGANIZATION'S LEGAL NAME *

6. DATE BUSINESS ESTABLISHED (if different from Date of Organization Formation)

This is the date the business actually began operation.

7. CURRENT MANAGEMENT SINCE (date current Applicant(s) purchased business, if different from above)

8. FEDERAL E.I.N., T.I.N, SSN *

9. BUSINESS PHONE NUMBER (including area code) *

10. BUSINESS MAILING ADDRESS *

11. PHYSICAL BUSINESS ADDRESS(ES) *

12. BUSINESS REAL PROPERTY IS *

Owned
Leased

13. BUSINESS ACTIV(IES) / TYPE OF BUSINESS(ES) *

14. EXCLUDING ORGANIZATION OWNER(S), LIST THE TOTAL NUMBER OF EMPLOYEES (as of February 29, 2020) *

Specify the number of full-time employees, number of part-time employees, and the average weekly hours for part-time employees.

15. DESCRIPTION OF IMPACT OF COVID-19 TO YOUR BUSINESS (e.g. lost revenue, laying off employees, closure, etc.) *

16. DOLLAR AMOUNT OF ESTIMATED LOSS (detail the specific losses incurred to date of application due to COVID-19) *

17. ORGANIZATION OWNER(S) - List the following for each owner specified below - Legal Name, Title/Office, % Ownership of Company, SSN/EIN, Complete Mailing Address, Phone Number, and Email Address *

"Owner" is defined as: 1) Proprietor, 2) Limited Partner who owns 20% or more interest and each General Partner, 3) Stockholder or Entity owning 20% or more non-voting or voting stock, or 4) Limited Liability Company member owning 20% or more non-voting or voting membership.

18. DOES THE ORGANIZATION, BUSINESS, OR A LISTED OWNER HAVE ANY OUTSTANDING JUDGMENTS, TAX LIENS, PENDING OR THREATENED BANKRUPTCY PROCEEDINGS, PENDING OR THREATENED LAWSUITS AGAINST THEM, OR CRIMINAL PROCEEDINGS? If "YES", please explain. *

19. IS THE ORGANIZATION, BUSINESS, OR A LISTED OWNER DELINQUENT ON ANY FEDERAL, STATE, OR LOCAL TAXES OR ASSESSMENTS; DIRECT OR GUARANTEED LOANS; LEASES; CONTRACTS; GRANTS; CHILD SUPPORT PAYMENTS; OR ANY OTHER OBLIGATIONS? If "Yes", please explain. *

20. DOES ANY OWNER, OWNER'S SPOUSE, OR HOUSEHOLD MEMBER WORK FOR OR SERVE IN AN OFFICIAL CAPACITY FOR LOCAL OR STATE GOVERNMENT? If "Yes", please explain. *

21. PLEASE LIST MONTHLY AND ANNUAL GROSS REVENUE (prior to February 29, 2020) *

Please include 2018, 2019 and year to date 2020 through February 29, 2020.

Your answer

22. HAS THE ORGANIZATION REQUESTED FUNDING, INCLUDING GRANTS AND LOANS OF ANY KIND, FROM OTHER SOURCES SINCE MARCH 1, 2020 RELATING TO FINANCIAL HARDSHIP RESULTING FROM COVID-19? If "Yes", please list all other funding sources applied to and the corresponding amounts. *

23. TOTAL AMOUNT REQUESTED AS PART OF THIS APPLICATION. *

Your answer

24. TOTAL AMOUNT APPROVED FROM ALL FUNDING SOURCES *

25. DESCRIBE HOW THE FUNDS REQUESTED FROM THE KODIAK SMALL BUSINESS EMERGENCY GRANT PROGRAM WILL BE USED. (Please be specific, including dollar amounts and timelines.) *

26. HOW MANY WEEKS OR MONTHS WILL THE FUNDS REQUESTED FROM THE KODIAK SMALL BUSINESS EMERGENCY GRANT PROGRAM SUSTAIN THE BUSINESS IF THE CURRENT CONDITIONS CONTINUE? (Please be specific and include timelines) *

27. PLEASE INCLUDE ANY ADDITIONAL INFORMATION THAT YOU BELIEVE SHOULD BE CONSIDERED AS PART OF THIS APPLICATION THAT WAS NOT SPECIFICALLY ADDRESSED IN A PREVIOUS QUESTION.

Attach a copy of your Profit and Loss Statements for March and April 2019 and 2020 showing demonstrated losses... Seasonal businesses who do not operate in March and April must show projected losses.

DISCLAIMERS *

1. Application for the Kodiak Small Business Emergency Grant DOES NOT GUARANTEE award of funding. 2. The total amount awarded will be based on funds available. 3. All businesses receiving funding MUST complete a W-9 prior to receipt of funding. 4. It is the sole responsibility of the Applicant to determine or to seek independent advice to determine the tax implications to the Applicant and it's Owners associated with any Kodiak Small Business Emergency Grant funds received by the applicant. Please confirm your understanding of these disclaimers by clicking "Yes".

- Yes
- No

CERTIFICATION *

By typing your full name in the space below, you are certifying that all of the information provided in this application is true and accurate. You are agreeing to assist in the verification of information provided in this application and to provide additional information, if requested.

VOID