

City of Kodiak Regular Council Meeting Agenda for May 11, 2017
7:30 p.m., at 710 Mill Bay Road, Assembly Chambers (Room 232)

| | |
|---|-----------|
| I. Call to Order/Roll Call | |
| Invocation/Pledge of Allegiance | |
| II. Previous Minutes | |
| Approval of Minutes of the April 27, 2017, Regular Council Meeting..... | 1 |
| III. Persons to Be Heard | |
| a. Proclamation: Municipal Clerks Week..... | 8 |
| b. Proclamation: Kids to Parks Day..... | 10 |
| c. Proclamation: Police Week and Peace Officers Memorial Day..... | 12 |
| d. Proclamation: EMS Week..... | 14 |
| e. Public Comments (limited to 3 minutes) (486-3231) | |
| IV. Unfinished Business | |
| a. Second Reading and Public Hearing, Ordinance No. 1362, Establishing Supplemental Appropriation No. 1 to the Budget for the Fiscal Year Commencing on the First Day of July 2016 and Ending on the Thirtieth Day of June 2017 | 18 |
| V. New Business | |
| a. Resolution No. 2017–13, Rescinding Resolution No. 2015–16 and Establishing Funding Criteria for Nonprofit Grants | 30 |
| VI. Staff Reports | |
| a. City Manager | |
| b. City Clerk | |
| VII. Mayor’s Comments | |
| VIII. Council Comments | |
| IX. Audience Comments (limited to 3 minutes) (486-3231) | |
| X. Oath of Office to City Manager..... | 42 |
| XI. Adjournment | |

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**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, APRIL 27, 2017
IN THE BOROUGH ASSEMBLY CHAMBERS**

I. MEETING CALLED TO ORDER/INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Pat Branson called the meeting to order at 7:30 p.m. Councilmembers Laura B. Arboleda, Charles E. Davidson, Gabriel T. Saravia, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. Councilmember Randall C. Bishop was absent. City Manager Aimée Kniazowski and Deputy Clerk Michelle Shuravloff-Nelson were also present.

Salvation Army Major Dave Davis gave the invocation and the Pledge of Allegiance was recited.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the April 13, 2017, regular meeting as presented.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

III. PERSONS TO BE HEARD

a. Presentation of GFOA Award to the Finance Department

The Government Finance Officers Association of the United States and Canada awarded Finance Director Kelly Mayes and the Finance Department with the Distinguished Budget Presentation Award for the City's Fiscal Year 2016 Operating Budget. This award is the highest form of recognition in governmental accounting and financial reporting.

Kelly Mayes, Finance Director accepted the award for the Finance Department.

b. Public Comments

Dennis Symmons said he supports the outcry to keep senior exemptions. He said senior citizens are amongst the most consistent voters and a majority of the seniors were born and raised in Kodiak. He commented it would be unfortunate to take away the exemption benefit from seniors, and he expressed his appreciation for Council dealing with budgetary decisions.

Jonathan Strong, via telephone, commented that the Pedestrian Pathway Plan does not have wheelchair access to the local businesses in the downtown area.

Linda Lance, President of the Kodiak Animal Shelter and the Human Society of Kodiak said they have had the contract to manage the animal shelter since 1994. She gave a staff update and reported on the level of services provided. She highlighted some of the following: foster programs; shelter volunteers; impounds; adoptions; education and resources for pet care; and the spay and neuter pet program.

Karen Yashin, Vice President of the Humane Society of Kodiak spoke about emergency veterinary care, long term foster care, the Winston Checker program, and the spay and neuter program. She thanked the City for their nonprofit grant award and for the shelter renovations. She highlighted a current dog trot challenge event that is underway.

Betty MacTavish spoke about the tobacco tax and said she worked for the tobacco program for many years. She said in Kodiak there are about 200,000 packs of cigarettes sold per year. She gave several options for taxing tobacco products and said she could be contacted for information. She mentioned there are health benefits to not using the tobacco product and said deterring the youth from tobacco products is important.

Tom Lance with Sun'aq Tribe said the tribe represents ancestry from 8000 years ago. He supports Resolution No. 2017-12 and said this resolution means a lot to the tribal members. He expressed support for culture, the ocean, and the military. He spoke about continued collaboration with NOAA and the UAF Science program.

Sharon Blakeslee said as a City resident she was concerned to hear the E911 system became obsolete; she expressed that systems of such importance should not be able to deteriorate before they are replaced.

IV. UNFINISHED BUSINESS

None

V. NEW BUSINESS

a. **First Reading, Ordinance No. 1362, Establishing Supplemental Appropriation No. 1 to the Budget for the Fiscal Year Commencing on the First Day of July 2016 and Ending on the Thirtieth Day of June 2017**

Mayor Branson read Ordinance No. 1362 by title. The Supplemental Appropriation No. 1 to the budget for the fiscal year commencing on the first day of July 2016 and ending on the thirtieth day of June 2017 is in the amount of \$4,922,454. It is customary for the City Council to approve at least one supplemental budget annually to authorize the adjustments of current revenues and expenses as detailed in the attachments provided. These adjustments are for the operating funds as well as additions to project funds for grant revenues received and additional expenditures needed that were not known at the time the original budget. This is the first supplemental appropriation of FY2017.

Councilmember Davidson **MOVED** to pass Ordinance No. 1362 in the first reading and advance to second reading and public hearing at the next regular or special Council meeting.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

b. Resolution No. 2017–11, Authorizing the Transfer of \$21,000 From the FY2017 General Fund Balance to the General Capital Project Fund – Kodiak Fire Station Deferred Maintenance Project No. 4015

Mayor Branson read Resolution No. 2017–11 by title. The existing 1000 gallon fuel tank at the City Fire Station is in need of immediate replacement. This single walled tank has been in service for over twenty years supplying fuel for both Fire Departments boiler/hot water and emergency generator. Recent external inspections have revealed several areas showing significant sign of impending failure. John’s Heating submitted a quote to complete required fuel tank and fuel line replacement in the amount of \$20,943.85. Currently, the Fire Department Deferred Maintenance account does not have enough funds to complete this project.

Councilmember Walker MOVED to adopt Resolution No. 2017–11.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

c. Resolution No. 2017–12, Supporting Changes to Timing and Location of the U.S. Department of Defense “Northern Edge 19” Training Exercise, and Subsequent Operations, in the Gulf of Alaska

Mayor Branson read Resolution No. 2017–12 title. Northern Edge is a U.S. Pacific Command exercise, hosted by the Alaskan Command. The exercise is designed to sharpen combat skills, improve command, control and communication relationships, and mature interoperable plans and programs. This resolution requests the Navy and Alaska Command consider the location and timing of the U.S. Navy’s Northern Edge 2019 training activities in the Gulf of Alaska. City Council recommends a training date after the month of September, when marine mammal, fish and migratory bird abundances are lower and utilize a training location to avoid the northwestern area of the Temporary Marine Activities Area.

Councilmember Arboleda MOVED to adopt Resolution No. 2017–12.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

d. Authorization of Pedestrian Pathway Plan

During the Council work session on April 11, 2017, DOWL gave a presentation on the final draft of the Kodiak Pedestrian Pathway Plan, which was supported by Council. DOWL has held several open houses for public comment since the planning and design phases, and the plan was posted for public comment from March 16 through April 10, 2017. The City Council received a final Kodiak Pedestrian Pathway Plan from DOWL dated April 2017 to accept by motion during a regular meeting

Councilmember Davidson MOVED to accept the Kodiak Final Pedestrian Pathway Plan dated April 2017.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

e. Port and Harbors Advisory Board Appointment

The recent appointments for the Port and Harbors Advisory Board (PHAB) in 2017 were on January 12, 2017, and March 23, 2017, during the Council's regular meetings. The one alternate seat that remains vacant has a term ending December 31, 2017; the seat is a one-year term. Two applications have been received for the Port and Harbors Advisory Board. The Mayor makes the Port and Harbor Advisory Board appointments and they are confirmed by the Council.

Mayor Branson appointed Lloyd Shanely to the alternate seat on the Port and Harbors Advisory Board with a term ending December 31, 2017.

Councilmember Whiddon MOVED to confirm the Mayoral advisory board appointment to the Port and Harbors Advisory Board as stated.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

VI. STAFF REPORTS

a. City Manager

Manager Kniazowski said it has been a busy week in preparation of the budget. She said the budget presentation will be on May 6, 2017. She said Captain Dave Billing will be retiring on May 8 and she thanked him for his service. She commented that the Fire department will be short staffed by four positions and they are having difficulty recruiting for those positions. She stated the Fire department staff will change their shift rotation to 48 hours shifts to cover necessary services. She reminded the public the pool will be closed for maintenance from May 1 through May 21. She said Public Works Director Mark Kozak provided an update that DEC has issued the final certificate for the WWTP. Manager Kniazowski said her last day of work is on April 30 and she said it was an honor to work and serve the City of Kodiak.

c. City Clerk

Deputy Clerk Shuravloff-Nelson informed the public of the next scheduled Council work session and regular meeting and she wished Manager Kniazowski a happy retirement.

VII. MAYOR'S COMMENTS

Mayor Branson said Manager Kniazowski has been with the City for eight years and complimented her operational management abilities and said it was an honor to work with her. She highlighted some of Manager Kniazowski's accomplishments as City Manager which include the hiring of numerous department heads, the Compost facility, Pier I and III, Transit Float, the new Library, a vehicle replacement program, and the Monashka Pump house. Mayor Branson stated Manager Kniazowski has provided quality and stability to the Kodiak City residents. She thanked her for her public service and said it was a pleasure to work with her.

VIII. COUNCIL COMMENTS

Councilmember Walker said Manager Kniaziowski has been great to work with and commended her on the array of projects she has been involved with during the eight years she has served as the City Manager; he stated she truly cares about the community. He congratulated Finance Director Mayes on the GFOA award. He congratulated Mr. Billings on his retirement and stated that he hopes the fire department positions get filled soon. He encouraged people to go to the City parks.

Councilmember Davidson congratulated Finance Director Mayes on the GFOA award. He said to Manager Kniaziowski that it has been an honor, and he appreciates the sacrifices and hard work she has done over the years. He commended her on the hiring of department heads, and he commented that the quality of life has improved during her tenure. He said she has been an amazing leader and he wished her well.

Councilmember Arboleda gave her greatest appreciation to Manager Kniaziowski. She said cheers to the newest chapter of her life.

Councilmember Whiddon congratulated Finance Director Mayes on the GFOA award and commended her on her abilities, in depth of knowledge, and leadership in finance. He congratulated Mr. Billings on his retirement. He said he has appreciated working alongside of Manager Kniaziowski, and she sets the bar high for public service. He said she has established a legacy and he wished her fair winds and following seas.

Councilmember Saravia thanked the Finance department for their excellent work. He thanked Manager Kniaziowski for her hard work and he wished her a great retirement.

IX. AUDIENCE COMMENTS

None

X. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

The roll call vote was Councilmembers Arboleda, Davidson, Saravia, Walker, and Whiddon in favor. Councilmember Bishop was absent. The motion passed.

The meeting adjourned at 8: 23 p.m.

CITY OF KODIAK

MAYOR

ATTEST:

CITY CLERK

Minutes Approved:

PERSONS TO BE HEARD

MEMORANDUM TO COUNCIL

Date: May 11, 2017

Agenda Item: III. a. Proclamation: Municipal Clerks Week

SUMMARY: This proclamation recognizes our Municipal Clerks for the vital services they perform and their dedication to our community.

ATTACHMENTS:

Attachment A: Proclamation: Declaring Municipal Clerks Week

Proclamation

Declaring Municipal Clerks Week

May 7–May 13, 2017

WHEREAS, the Office of the Municipal Clerk, a time honored and vital part of local government, that exists throughout the world, and the office of Municipal Clerk is the oldest among public servants; and

WHEREAS, Municipal Clerks are public administrators who play intrinsic and essential roles in the communities in which they serve; and

WHEREAS, the Office of the Municipal Clerk provides the professional link between the citizens, the local governing body, and agencies of government at other levels; and

WHEREAS, Municipal Clerks have pledged to be ever mindful of neutrality and impartiality, rendering equal service to all; and

WHEREAS, the Municipal Clerk adapts to the ever changing elements of government and serves as the information center on functions of local government; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops, and annual meetings of their state and international professional organizations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Pat Branson, Mayor of the City of Kodiak, do hereby proclaim the week of May 7 through May 13, 2017, as

Municipal Clerks Week

in Kodiak and extend appreciation to our Municipal Clerks for the vital services they perform and for their dedication to our community.

Dated this 11th day of May 2017.

City of Kodiak

Pat Branson, Mayor

MEMORANDUM TO COUNCIL

Date: May 11, 2017

Agenda Item: III. b. Proclamation: Kids to Parks Day

SUMMARY: This proclamation urges residents to make time to take the children in their lives to a neighborhood, state or national park.

ATTACHMENTS:

Attachment A: Proclamation: Kids to Parks Day

PROCLAMATION
Declaring Kids to Parks Day
Saturday, May 20, 2017

WHEREAS, May 20, 2017, is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

WHEREAS, Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

WHEREAS, it is important to introduce a new generation to our nation's parks because of the decline in Park attendance over the last decades; and

WHEREAS, we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

WHEREAS, Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

WHEREAS, Kids to Parks Day will broaden children's appreciation for nature and the outdoors.

NOW, THEREFORE, I, Pat Branson, Mayor of the City of Kodiak, do hereby proclaim May 20, 2017, as

Kids to Parks Day

in Kodiak and urge residents to make time to take the children in their lives to a neighborhood, state or national park.

Dated this 11th day of May 2017.

City of Kodiak

Pat Branson, Mayor

MEMORANDUM TO COUNCIL

Date: May 11, 2017

Agenda Item: III. c. **Proclamation: Police Week and Peace Officers Memorial Day**

SUMMARY: This proclamation urges all citizens and patriotic, civic, and educational organizations to recognize police officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens. And encourages all citizens to honor those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

ATTACHMENTS:

Attachment A: Proclamation: Police Week and Peace Officers Memorial Day

PROCLAMATION

Declaring May 14 through 20, 2017, Police Week and May 15, 2017, Peace Officers Memorial Day

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which May 15 falls as National Police Week; and

WHEREAS, the members of the Kodiak Police Department play an essential role in safeguarding the rights and freedoms of Kodiak citizens; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of the Kodiak Police Department, and that members of the Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Kodiak Police Department unceasingly provide a vital public service, and it is appropriate that we recognize their accomplishments and sacrifices.

NOW, THEREFORE, I, Pat Branson, Mayor of the City of Kodiak, do hereby proclaim the week of May 14 through 20, 2017, as

POLICE WEEK

in Kodiak and urge all citizens and patriotic, civic, and educational organizations to recognize police officers, past and present, who by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their community and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I further proclaim May 15, 2017, as

PEACE OFFICERS' MEMORIAL DAY

in Kodiak and encourage all citizens to honor those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

Dated this 11th day of May 2017.

City of Kodiak

Pat Branson, Mayor

MEMORANDUM TO COUNCIL

Date: May 11, 2017

Agenda Item: III. d. Proclamation: Emergency Medical Services Week

SUMMARY: This proclamation urges residents to recognize the value and the accomplishments of emergency medical services providers.

ATTACHMENTS:

Attachment A: Proclamation: Emergency Medical Services Week

PROCLAMATION
Declaring Emergency Medical Services Week
May 21 – May 27, 2017

WHEREAS, emergency medical services are a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, first responders, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, I, Pat Branson, do hereby proclaim the week of May 21 through May 27, 2017, as

EMERGENCY MEDICAL SERVICES WEEK

in Kodiak and with the theme, “EMS STRONG: Always in Service” I encourage the community to observe this week with appropriate programs, ceremonies, and activities.

Dated this 11th day of May 2017.

City of Kodiak

Pat Branson, Mayor

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UNFINISHED BUSINESS

MEMORANDUM TO COUNCIL

To: Mayor Branson and City Councilmembers

From: Mike Tvenge, City Manager *MT*

Thru: Kelly Mayes, Finance Director

Date: May 11, 2017

Agenda Item: IV. a. **Second Reading and Public Hearing, Ordinance No. 1362, Establishing Supplemental Appropriation No. 1 to the Budget for the Fiscal Year Commencing on the First Day of July 2016 and Ending On the Thirtieth Day of June 2017**

SUMMARY: The Supplemental Appropriation No. 1 to the budget for the fiscal year commencing on the first day of July 2016 and ending on the thirtieth day of June 2017 is in the amount of \$4,922,454. It is customary for the City Council to approve at least one supplemental budget annually to authorize the adjustments of current revenues and expenses as detailed in the attachments provided. These adjustments are for the operating funds as well as additions to project funds for grant revenues received and additional expenditures needed that were not known at the time the original budget. This is the first supplemental appropriation of FY2017. Staff recommends Council adopt Ordinance No. 1362.

PREVIOUS COUNCIL ACTION:

- June 9, 2016, Council adopted Ordinance No. 1351 for the FY2017 budget in the amount of \$43,415,113 commencing on the first day of July 2016 and ending on the thirtieth day of June 2017.
- July 14, 2016, Council adopted Resolution No. 2016-16 to transfer \$165,000 from the Cargo Fund to the Cargo Capital Projects for the Pier III Construction.
- August 11, 2016, Council authorized the purchase of Skate ramps for Parks and Recreation Improvement Project No. 9013. This authorization included an additional appropriation from the Parks and Recreation Improvement fund balance in the amount of \$20,000.
- August 11, 2016, Council adopted Resolution No. 2016-28 to transfer \$650,000 from the Cargo Fund to the Cargo Capital Projects for the Pier III Construction.
- October 13, 2016, Council adopted Resolution No. 2016-36 to transfer \$20,010 from the General Fund to the General Capital Project No. 4047 for the additional funding required for the ambulance purchase under the Code Blue grant.
- October 13, 2016, Council adopted Resolution No. 2016-39 to appropriate \$30,550 from the Water Improvement fund balance to Project No. 7023, UV Water Treatment Facility to program and upgrade the UV reactors as part of the DEC certificate to operate.

- February 28, 2017, Council adopted Resolution No. 2017–04 to reallocate \$51,250 between general fund departments for additional salaries and benefits and office rent for the HR Manager position.
- April 25, 2017, Council reviewed Ordinance No. 1362 and attachments at the work session in preparation for first reading at the regular meeting.
- April 27, 2017, Council passed Ordinance No. 1362 in the first reading and advanced to second reading and public hearing at the next regular or special Council meeting.

DISCUSSION: The adoption of the budget by the City Council puts the budget into effect for the budget year July 1 through June 30. Amendments to the budget can occur anytime during the fiscal year through a supplemental budget ordinance, which is introduced at one Council meeting and typically adopted at the next Council meeting.

All new appropriations are authorized by an ordinance that amends the annual budget ordinance. An ordinance is required to move amounts between funds, departments and projects. An ordinance is required to move funds, to add permanent personnel, or to grant unscheduled salary increases. The Supplemental No. 1 Appropriation is requesting the addition of \$4,922,454 to the adopted budget bringing the total amended budget to \$50,038,127 for FY2017.

The Supplemental No. 1 Appropriation includes adjustments related to health insurance discounts received from the City’s health insurance provider, additional funding requests for citywide legal services and citywide telephone and internet services, reinstatement of a Cargo capital project that was closed in error in prior fiscal years, adjustments for federal and state grant awards accepted previously by Council, and adjustments for the transfers of funds for water and sewer loan proceeds received for the Monashka Pump House and the Compost facility.

FINANCIAL IMPLICATIONS: All expense appropriations requested in Supplemental Appropriation No. 1 are funded by increased revenue sources, additional state and federal grant sources, and use of fund balances and transfers. The ordinance makes a number of changes in the FY2017 budget reflecting increased revenues and expenditures, new project and grant funding, and movement of funds to more accurately reflect current City operations. Details of funding sources and expenses have been submitted in the attachments.

LEGAL: The Kodiak City Charter and Kodiak City Code grant Council the authority to make appropriations and adopt and amend budgets as required.

STAFF RECOMMENDATION: Staff recommends Council adopt Ordinance No. 1362 after the public hearing.

CITY MANAGER’S COMMENTS: The City Council traditionally adopts at least one major budget amendments each fiscal year to make necessary adjustments to cover changes or additions to projects, to

account for the receipt of additional revenues, and increased operating expenses. The ordinance and attachments detail the sections of the City's operating and capital budget that require changes. I recommend Council adopt Ordinance No. 1362.

ATTACHMENTS:

Attachment A: Ordinance No. 1362

Attachment B: Detail of supplemental budget No. 1

PROPOSED MOTION:

Move to adopt Ordinance No. 1362.

**CITY OF KODIAK
ORDINANCE NUMBER 1362**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF KODIAK ESTABLISHING
SUPPLEMENTAL APPROPRIATION NO. 1 TO THE BUDGET FOR THE FISCAL YEAR
COMMENCING ON THE FIRST DAY OF JULY 2016 AND ENDING ON THE THIRTIETH
DAY OF JUNE 2017**

BE IT ORDAINED by the Council of the City of Kodiak, Alaska, as follows:

Section 1: The following estimated revenues and expenditures are hereby appropriated for the corporate purposes and objects of the City of Kodiak for fiscal year 2017.

| GENERAL FUND | | | | |
|--------------------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|
| | Adopted Budget | FY 2017 Council Action | Supplemental #1 | Amended Budget |
| Budgeted Revenues | | | | |
| Property Tax | \$ 953,500 | \$ - | \$ - | \$ 953,500 |
| Sales Tax | 12,327,500 | | - | 12,327,500 |
| Licenses and Permits | 52,300 | | - | 52,300 |
| Intergovernmental | 2,813,431 | | 15,000 | 2,828,431 |
| Charges for Services | 1,661,217 | | - | 1,661,217 |
| Fines and Forfeitures | 15,000 | | - | 15,000 |
| Interest Income | 10,000 | | - | 10,000 |
| Rental Income | 230,000 | | - | 230,000 |
| Other Revenues | 22,000 | | 169,140 | 191,140 |
| Interfund Charges | 1,565,978 | | - | 1,565,978 |
| Appropriation (to) from Fund Balance | (72,702) | 20,010 | (54,640) | (107,332) |
| Transfers In | - | | | - |
| Total Budgeted Revenues | \$ 19,578,224 | \$ 20,010 | \$ 129,500 | \$ 19,727,734 |
| Budgeted Expenditures | | | | |
| Legislative | \$ 288,404 | \$ - | \$ - | \$ 288,404 |
| Legal | 100,000 | | 100,000 | 200,000 |
| Executive | 704,353 | 51,250 | - | 755,603 |
| Emergency Preparedness | 38,000 | | - | 38,000 |
| City Clerk | 540,296 | | - | 540,296 |
| Finance | 1,421,001 | (16,683) | 29,500 | 1,433,818 |
| Police | 7,139,995 | (21,585) | - | 7,118,410 |
| Fire | 2,410,371 | | - | 2,410,371 |
| Public Works | 2,228,043 | (20,382) | - | 2,207,661 |
| Engineering | 280,451 | | - | 280,451 |
| Parks & Recreation | 1,513,707 | | - | 1,513,707 |
| Library | 988,352 | | - | 988,352 |
| Non-Departmental | 721,657 | 7,400 | - | 729,057 |
| Transfers | 1,203,594 | 20,010 | - | 1,223,604 |
| Total Budgeted Expenditures | \$ 19,578,224 | \$ 20,010 | \$ 129,500 | \$ 19,727,734 |

SPECIAL REVENUE FUNDS

| | Adopted Budget | FY 2017 Council Action | Supplemental #1 | Amended Budget |
|-----------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|
| Budgeted Revenues | | | | |
| Tourism Development | \$ 189,500 | \$ - | \$ - | \$ 189,500 |
| City Enhancement | - | - | - | - |
| Total Budgeted Revenues | <u>\$ 189,500</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 189,500</u> |
| Budgeted Expenditures | | | | |
| Tourism Development | \$ 189,500 | \$ - | \$ - | \$ 189,500 |
| City Enhancement | - | - | - | - |
| Total Budgeted Expenditures | <u>\$ 189,500</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ 189,500</u> |

CAPITAL PROJECTS

| | Adopted Budget | FY 2017 Council Action | Supplemental #1 | Amended Budget |
|---------------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|
| Budgeted Revenues | | | | |
| 300 General Capital Projects | 83,790 | 20,010 | 50,222 | 154,022 |
| 315 Vehicle Replacement Capital | 203,594 | | - | 203,594 |
| 301 Street Improvements | 1,500,000 | | - | 1,500,000 |
| 302 Building Improvements | - | | - | - |
| 305 Water Capital Fund | 4,469,000 | 30,550 | - | 4,499,550 |
| 306 Sewer Capital Fund | 1,515,000 | | - | 1,515,000 |
| 307 Cargo Development Fund | - | 815,000 | 2,400,000 | 3,215,000 |
| 308 Harbor Development | 250,000 | | - | 250,000 |
| 309 Parks & Recreation Fund | 134,000 | 20,000 | - | 154,000 |
| Total Budgeted Revenues | <u>8,155,384</u> | <u>885,560</u> | <u>2,450,222</u> | <u>11,491,166</u> |
| Budgeted Expenditures | | | | |
| 300 General Capital Projects | 83,790 | 20,010 | 50,222 | 134,012 |
| 315 Vehicle Replacement Capital | 203,594 | | - | 203,594 |
| 301 Street Improvements | 1,500,000 | | - | 1,500,000 |
| 302 Building Improvements | - | | - | - |
| 305 Water Capital Fund | 4,469,000 | 30,550 | - | 4,499,550 |
| 306 Sewer Capital Fund | 1,515,000 | | - | 1,515,000 |
| 307 Cargo Development Fund | - | 815,000 | 2,400,000 | 3,215,000 |
| 308 Harbor Development | 250,000 | | - | 250,000 |
| 309 Parks & Recreation Fund | 134,000 | 20,000 | - | 154,000 |
| Total Budgeted Expenditures | <u>8,155,384</u> | <u>885,560</u> | <u>2,450,222</u> | <u>11,471,156</u> |

ENTERPRISE FUNDS

| | Adopted Budget | FY 2017 Council Action | Supplemental #1 | Amended Budget |
|------------------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|
| Budgeted Revenues | | | | |
| Cargo | \$ 1,066,194 | \$ 815,000 | \$ - | \$ 1,881,194 |
| Harbor | 3,791,619 | | - | 3,791,619 |
| Shipyard | 1,283,398 | | - | 1,283,398 |
| Electric Utility | 637,884 | | - | 637,884 |
| Water Utility | 3,365,988 | | 548,128 | 3,914,116 |
| Sewer Utility | 4,483,078 | | 1,794,604 | 6,277,682 |
| Trident Basin | 301,293 | | - | 301,293 |
| E-911 Services | 13,611 | | - | 13,611 |
| Total Budgeted Revenues | \$ 14,943,065 | \$ 815,000 | \$ 2,342,732 | \$ 18,100,797 |
| Budgeted Expenditures | | | | |
| Cargo | \$ 1,066,194 | \$ 815,000 | \$ - | \$ 1,881,194 |
| Harbor | 3,791,619 | | - | 3,791,619 |
| Shipyard | 1,283,398 | | - | 1,283,398 |
| Electric Utility | 637,884 | | - | 637,884 |
| Water Utility | 3,365,988 | | 548,128 | 3,914,116 |
| Sewer Utility | 4,483,078 | | 1,794,604 | 6,277,682 |
| Trident Basin | 301,293 | | - | 301,293 |
| E-911 Services | 13,611 | | - | 13,611 |
| Total Budgeted Expenditures | \$ 14,943,065 | \$ 815,000 | \$ 2,342,732 | \$ 18,100,797 |

INTERNAL SERVICE FUND

| | Adopted Budget | FY 2017 Council Action | Supplemental #1 | Amended Budget |
|------------------------------------|---------------------------|-----------------------------------|------------------------|---------------------------|
| Budgeted Revenues | | | | |
| Self Insurance Fund | \$ 548,940 | \$ - | \$ - | \$ 548,940 |
| Total Budgeted Revenues | \$ 548,940 | \$ - | \$ - | \$ 548,940 |
| Budgeted Expenditures | | | | |
| Self Insurance Fund | \$ 548,940 | | \$ - | \$ 548,940 |
| Total Budgeted Expenditures | \$ 548,940 | \$ - | \$ - | \$ 548,940 |
| Total Revenues | \$ 43,415,113 | \$ 1,720,570 | \$ 4,922,454 | \$ 50,058,137 |
| Total Expenditures | \$ 43,415,113 | \$ 1,720,570 | \$ 4,922,454 | \$ 50,038,127 |

Section 2: This ordinance shall be in full force and effect from and after its passage as required by law.

CITY OF KODIAK

MAYOR

ATTEST:

CITY CLERK

First Reading: April 27, 2017

Second Reading:

Effective Date:

FY 2017 Supplemental Budget # 1 - Line Item Detail

| Fund | GL # | Description | Debit | Credit | Purpose |
|--|---------------------|---------------------------|---------------------|-----------------------|---|
| General Fund | 100-001 330.325 | Federal Grt - Operating | | (15,000.00) | Grant award previously accepted by Council |
| General Fund | 100-001 375.605 | Discounts Received | | (169,140.00) | Health Insurance discounts received from Aetna |
| General Fund | 100-001 385.100 | Appropriation - Fund Bal | 54,640.00 | | Offset for General Fund - will increase fund balance |
| General Fund | 100-100-106 430.110 | Professional Services | 100,000.00 | | Increased legal fees due to various litigation and State Hearings regarding unionizator |
| General Fund | 100-110-100 430.110 | Professional Services | | (5,000.00) | Executive - Administration department - adjust budget line items |
| General Fund | 100-110-100 450.510 | Repair & Maintenance | 2,400.00 | | Executive - Administration department - adjust budget line items |
| General Fund | 100-110-100 470.125 | Mach&Equip Less \$5000 | 2,600.00 | | Executive - Administration department - adjust budget line items |
| General Fund | 100-130-135 450.115 | Telephone | 29,500.00 | | Budget increase due to Citywide increased telephone & internet charges |
| General Fund | 100-140-100 470.125 | Mach&Equip Less \$5000 | 41,250.00 | | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-140-146 410.100 | Salaries & Wages | | (15,000.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-140-146 410.140 | Overtime | | (2,250.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-140-146 420.130 | Retirement Contributions | | (4,000.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-140-148 420.110 | Health Insurance | | (15,000.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-140-148 420.130 | Retirement Contributions | | (5,000.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-160-162 450.510 | Repair & Maintenance | | (16,000.00) | KPD - Body Cameras and Batteries - adjust budget line items |
| General Fund | 100-160-163 450.530 | Repair & Maintenance-Bldg | 16,000.00 | | PW - Garage doors - adjust budget line items |
| General Fund | 100-170-100 450.310 | Supplies | | (8,000.00) | Parks & Rec - vehicle fuel - adjust budget line items for new account |
| General Fund | 100-170-100 450.330 | Vehicle Fuel | 8,000.00 | | Parks & Rec - vehicle fuel - adjust budget line items for new account |
| General Fund | 100-170-173 450.130 | Dues & Subscriptions | 75.00 | | Parks & Rec - AFLAC admin fees - adjust budget line items for new account |
| General Fund | 100-170-173 450.310 | Supplies | | (75.00) | Parks & Rec - AFLAC admin fees - adjust budget line items for new account |
| Total General Fund | | | 254,465.00 | (254,465.00) | |
| General Capital Projects | 300-300-402 430.110 | Professional Services | | (35,000.00) | City Land Development - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-402 470.710 | Eng & Inspec - Non Caplit | 35,000.00 | | City Land Development - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-413 410.100 | Salaries & Wages | | (663.14) | Museum Phase I - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-413 470.710 | Eng & Inspec - Non Caplit | | (1,023.59) | Museum Phase I - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-413 470.725 | Construction - Non Caplit | 1,686.73 | | Museum Phase I - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-415 470.116 | Bldg Improv > \$5000 | | (15,000.00) | KFD Deferred Maintenance - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-415 470.126 | Mach&Equip Greater\$5000 | 15,000.00 | | KFD Deferred Maintenance - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-429 430.110 | Professional Services | | (1,000.00) | E-911 Upgrade - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-429 450.135 | Training & Travel | 1,000.00 | | E-911 Upgrade - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-439 470.126 | Mach&Equip Greater\$5000 | 55,000.00 | | Downtown Revitalization - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-439 470.725 | Salaries & Wages | 200.00 | | Downtown Revitalization - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-444 410.100 | Repair & Maintenance | | (200.00) | Storm Damage - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-444 450.510 | Repair & Maintenance | 36,862.96 | | Storm Damage - Adjust line items to appropriate accounts |
| General Capital Projects | 300-300-448 470.125 | Mach&Equip Less \$5000 | | (36,862.96) | To amend budget for Federal Equipment Grant award accepted by Council |
| General Capital Projects | 300-300-449 470.125 | Mach&Equip Less \$5000 | 13,359.00 | | To amend budget for Federal Equipment Grant award accepted by Council |
| General Capital Projects | 300-300-001-330.320 | Federal Grant | | (36,862.96) | To amend budget for Federal Equipment Grant award accepted by Council |
| General Capital Projects | 300-300-001-330.300 | State Grant | | (13,359.00) | To amend budget for Federal Equipment Grant award accepted by Council |
| Total General Capital Projects | | | 158,108.69 | (158,108.69) | |
| Street Capital Projects | 301-320-530 410.100 | Salaries & Wages | 3,500.00 | | Snow Dump - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-530 430.110 | Professional Services | 500.00 | | Snow Dump - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-530 470.710 | Eng & Inspec - Non Caplit | 210,000.00 | | Snow Dump - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-530 470.725 | Construction - Non Caplit | 50,000.00 | | Snow Dump - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-533 470.710 | Eng & Inspec - Non Caplit | 1,300.00 | | Snow Dump - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-535 410.100 | Salaries & Wages | | (1,300.00) | SPCC - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-535 430.110 | Professional Services | | (1,300.00) | SPCC - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-536 470.710 | Eng & Inspec - Non Caplit | 62,000.00 | | SPCC - Adjust line items to appropriate accounts |
| Street Capital Projects | 301-320-536 470.725 | Construction - Non Caplit | | (62,000.00) | Mill Bay Road Rebuild - Adjust line items to appropriate accounts |
| Total Streets Capital Projects | | | 327,300.00 | (327,300.00) | |
| Building Capital Projects | 302-330-612 410.100 | Salaries & Wages | 50,000.00 | | New Library Building - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-612 430.110 | Professional Services | 200,000.00 | | New Library Building - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-612 470.126 | Mach&Equip Greater\$5000 | 425,000.00 | | New Library Building - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-612 470.726 | Construction - Capitalize | | (675,000.00) | New Library Building - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-615 410.100 | Salaries & Wages | 20,000.00 | | New Fire Station - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-615 430.110 | Professional Services | | (770,000.00) | New Fire Station - Adjust line items to appropriate accounts |
| Building Capital Projects | 302-330-615 470.726 | Construction - Capitalize | 750,000.00 | | New Fire Station - Adjust line items to appropriate accounts |
| Total Building Capital Projects | | | 1,445,000.00 | (1,445,000.00) | |

| | | | | | |
|--------------------------------------|---------------------|---------------------------|---------------------|--|-----------------------|
| Water Capital Projects | 305-340-724 410.100 | Salaries & Wages | 1,300.00 | Utility Rate Study - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-724 430.110 | Professional Services | | Utility Rate Study - Adjust line items to appropriate accounts | (1,300.00) |
| Water Capital Projects | 305-340-729 410.100 | Salaries & Wages | 30,000.00 | Monashka Pump House - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-729 470.710 | Eng & Inspc - Non Capit | 1,500,000.00 | Monashka Pump House - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-729 470.725 | Construction - Non Capit | | Monashka Pump House - Adjust line items to appropriate accounts | (1,530,000.00) |
| Water Capital Projects | 305-340-737 410.100 | Salaries & Wages | 4,000.00 | Alutian Homes Phase VI - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-737 430.110 | Professional Services | 40,000.00 | Alutian Homes Phase VI - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-737 470.726 | Construction - Capitalize | | Alutian Homes Phase VI - Adjust line items to appropriate accounts | (44,000.00) |
| Water Capital Projects | 305-340-738 410.100 | Salaries & Wages | 1,000.00 | Monashka Transmission Line - Adjust line items to appropriate accounts | |
| Water Capital Projects | 305-340-738 470.710 | Eng & Inspc - Non Capit | 2,000.00 | Monashka Transmission Line - Adjust line items to appropriate accounts | (1,000.00) |
| Water Capital Projects | 305-340-739 410.100 | Salaries & Wages | | Dam Safety Inspections - Adjust line items to appropriate accounts | (2,000.00) |
| Water Capital Projects | 305-340-739 470.710 | Eng & Inspc - Non Capit | | Dam Safety Inspections - Adjust line items to appropriate accounts | |
| Total Water Capital Projects | | | 1,578,300.00 | | (1,578,300.00) |
| Sewer Capital Projects | 306-350-759 410.100 | Salaries & Wages | 15,000.00 | Upgrade Lift Stations - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-759 430.110 | Professional Services | 60,000.00 | Upgrade Lift Stations - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-759 470.710 | Eng & Inspc - Non Capit | 425,000.00 | Upgrade Lift Stations - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-759 470.725 | Construction - Non Capit | | Upgrade Lift Stations - Adjust line items to appropriate accounts | (600,000.00) |
| Sewer Capital Projects | 306-350-768 410.100 | Salaries & Wages | 7,500.00 | Bio-Solid Management Project - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-768 430.110 | Professional Services | 325,000.00 | Bio-Solid Management Project - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-768 470.710 | Eng & Inspc - Non Capit | 250,000.00 | Bio-Solid Management Project - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-768 470.726 | Construction - Capitalize | | Bio-Solid Management Project - Adjust line items to appropriate accounts | (682,500.00) |
| Sewer Capital Projects | 306-350-770 410.100 | Salaries & Wages | 5,000.00 | WWTP Centrifuge Project - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-770 470.711 | Eng & Inspc - Capitalize | 175,000.00 | WWTP Centrifuge Project - Adjust line items to appropriate accounts | |
| Sewer Capital Projects | 306-350-770 470.726 | Construction - Capitalize | | WWTP Centrifuge Project - Adjust line items to appropriate accounts | (180,000.00) |
| Total Sewer Capital Projects | | | 1,262,500.00 | | (1,262,500.00) |
| Cargo Capital Projects | 307-001 330.300 | State Grt - Capital | | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | (2,300,000.00) |
| Cargo Capital Projects | 307-001 390.100 | Transfer from General | | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | (100,000.00) |
| Cargo Capital Projects | 307-360-816 410.100 | Salaries & Wages | 14,000.00 | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | |
| Cargo Capital Projects | 307-360-816 430.110 | Professional Services | 106,000.00 | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | |
| Cargo Capital Projects | 307-360-816 470.710 | Eng & Inspc - Non Capit | 280,000.00 | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | |
| Cargo Capital Projects | 307-360-816 470.725 | Construction - Non Capit | | Shelkof Street Pedestrian Improvements - To reinstate project closed in error in prior years | |
| Cargo Capital Projects | 307-360-823 410.100 | Salaries & Wages | 2,000.00 | Pedestrian Pathways - Adjust line items to appropriate accounts | |
| Cargo Capital Projects | 307-360-823 430.110 | Professional Services | 13,000.00 | Pedestrian Pathways - Adjust line items to appropriate accounts | |
| Cargo Capital Projects | 307-360-823 470.710 | Eng & Inspc - Non Capit | 369,000.00 | Pedestrian Pathways - Adjust line items to appropriate accounts | |
| Cargo Capital Projects | 307-360-823 470.725 | Construction - Non Capit | | Pedestrian Pathways - Adjust line items to appropriate accounts | (384,000.00) |
| Total Cargo Capital Projects | | | 2,784,000.00 | | (2,784,000.00) |
| Harbor Capital Projects | 308-370-850 410.100 | Salaries & Wages | 1,000.00 | SHH Repairs - Adjust line items to appropriate accounts | |
| Harbor Capital Projects | 308-370-850 430.110 | Professional Services | 1,000.00 | SHH Repairs - Adjust line items to appropriate accounts | |
| Harbor Capital Projects | 308-370-850 470.725 | Construction - Non Capit | | SHH Repairs - Adjust line items to appropriate accounts | (2,000.00) |
| Harbor Capital Projects | 308-370-855 410.100 | Salaries & Wages | 7,500.00 | Channel Transient Float Replacement - Adjust line items to appropriate accounts | |
| Harbor Capital Projects | 308-370-855 430.110 | Professional Services | 1,000.00 | Channel Transient Float Replacement - Adjust line items to appropriate accounts | |
| Harbor Capital Projects | 308-370-855 470.711 | Eng & Inspc - Capitalize | | Channel Transient Float Replacement - Adjust line items to appropriate accounts | (508,500.00) |
| Harbor Capital Projects | 308-370-855 470.726 | Construction - Capitalize | | Channel Transient Float Replacement - Adjust line items to appropriate accounts | |
| Total Harbor Capital Projects | | | 510,500.00 | | (510,500.00) |
| Cargo Fund | 500-001 375.605 | Discounts Received | | Health Insurance discounts received from Aetna | (6,570.00) |
| Cargo Fund | 500-001 385.100 | Appropriation - Fund Bal | 6,570.00 | Offset for Cargo fund - will increase fund balance | |
| Total Cargo Fund | | | 6,570.00 | | (6,570.00) |
| Harbor Fund | 510-001 375.605 | Discounts Received | | Health Insurance discounts received from Aetna | (22,000.00) |
| Harbor Fund | 510-001 385.100 | Appropriation - Fund Bal | 22,000.00 | Offset for Harbor Fund - will increase fund balance | |
| Total Harbor Fund | | | 22,000.00 | | (22,000.00) |
| Shipyard Fund | 512-001 375.605 | Discounts Received | | Health Insurance discounts received from Aetna | (2,925.00) |
| Shipyard Fund | 512-001 385.100 | Appropriation - Fund Bal | 2,925.00 | Offset for Shipyard Fund - will increase fund balance | |
| Total Shipyard Fund | | | 2,925.00 | | (2,925.00) |

| | | | | |
|----------------------------|---------------------|---|----------------|---|
| Water Utility Fund | 550-001 375.605 | Discounts Received | (12,750.00) | Health Insurance discounts received from Aetna |
| Water Utility Fund | 550-001 385.100 | Appropriation - Fund Bal | (565,378.15) | Offset for Water Utility fund |
| Water Utility Fund | 550-001 390.309 | Transfer from P&R | 30,000.00 | Adjustment needed to appropriate reflect split purchase of equipment between two funds: |
| Water Utility Fund | 550-560-198 490.305 | Trans-Water Cap Project | 548,128.15 | To adjust budget for transfer of water loan proceeds already reflected in the projec |
| | | Total Water Utility Fund | 578,128.15 | |
| Sewer Utility Fund | 570-001 375.605 | Discounts Received | (20,660.00) | Health Insurance discounts received from Aetna |
| Sewer Utility Fund | 570-001 385.100 | Appropriation - Fund Bal | (1,773,943.95) | Offset for Sewer Utility Fund |
| Sewer Utility Fund | 570-580-198 490.306 | Trans-Sewer Cap Project | 1,794,603.95 | To adjust budget for transfer of sewer loan proceeds already reflected in the projec |
| | | Total Sewer Utility Fund | 1,794,603.95 | |
| Trident Basin Airport Fund | 580-590-100 450.170 | Security Patrols | 3,000.00 | Adjust line items to appropriate accounts due to new account number |
| Trident Basin Airport Fund | 580-590-100 460.225 | Public Works Services | (3,000.00) | Adjust line items to appropriate accounts due to new account number |
| | | Total Trident Basin Airport Fund | 3,000.00 | |
| E-911 Services | 585-001 375.605 | Discounts Received | (165.00) | Health Insurance discounts received from Aetna |
| E-911 Services | 585-001 385.100 | Appropriation - Fund Bal | 165.00 | Offset for E911 Fund - will increase fund balance |
| | | Total E911 Services Fund | 165.00 | |
| | | All Funds - Total Revenues | (4,922,454.06) | |
| | | All Funds - Total Expenditures | 4,922,454.06 | |

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NEW BUSINESS

MEMORANDUM TO COUNCIL

To: Mayor Branson and City Councilmembers

From: Mike Tvenge, City Manager *MT*

Date: May 11, 2017

Agenda Item: V. a. Resolution No. 2017–13, Rescinding Resolution No. 2015–16 and Establishing Funding Criteria for Nonprofit Grants

SUMMARY: Staff prepared Resolution No. 2017–13, which amends the funding criteria for nonprofit grant awards based on Council discussion and consensus reached during the April 25, 2017, work session.

PREVIOUS COUNCIL ACTION:

- May 26, 2005, Council adopted Resolution No. 05–20, Establishing Funding Criteria for Nonprofit Grants.
- February 26, April 12, and April 26, 2011, Council reviewed existing funding policy and discussed changes to the policy, application, and evaluation process.
- April 28, 2011, Council adopted Resolution No. 2011–10, Rescinding Resolution No. 05–20 and Establishing Funding Criteria for Nonprofit Grants
- March 25, 2014, Council discussed changes to the nonprofit grant program policy resolution and application process, indicating support for the ability of a nonprofit organization to apply for and receive funding for a special project if justified and approved by Council.
- April 8, 2014, Council reviewed the proposed changes to the application and policy resolution.
- April 10, 2014, Council adopted Resolution No. 2014–19, Rescinding Resolution No. 2011–10 and Establishing Funding Criteria for Nonprofit Grants.
- May 12, 2015, Council discussed changes to the nonprofit grant resolution and application and voiced a consensus to amend Section 3 by eliminating the requirement that restricts funding to no more than ten percent (10%) less and/or more than the previous funding year.
- May 28, 2015, Council adopted Resolution No. 2015–16, Rescinding Resolution No. 2014–19 and Establishing Funding Criteria for Nonprofit Grants.
- April 13, 2017, Council discussed improving the funding category definitions in the policy resolution during their work session.
- April 25, 2017, Council reviewed a draft policy resolution with the addition of funding category definitions, modifications to the funding amounts in the categories, and limiting organizations to one funding criteria per year.

DISCUSSION: Council reviewed the City's nonprofit funding policy and application process at their April 13 and April 25, 2017, work sessions and provided direction to staff to move the resolution forward to a regular or special meeting.

ALTERNATIVES: Council may adopt, amend, or fail to pass Resolution No. 2017-13.

CITY MANAGER'S COMMENTS: Council asked staff to include definitions to each funding category in effort to assist nonprofit applicants in the application process. Maximum funding limits were revised and applicants are now limited to one program request. The total funds available to nonprofits for FY2018 are a maximum of 1% of budgeted general fund revenues not including any fund balance appropriation.

ATTACHMENTS:

Attachment A: Resolution No. 2017-13

Attachment B: Revised nonprofit grant application form for FY2018

Attachment C: FY2018 award calendar

Attachment D: Resolution No. 2015-16

MOTION:

Move to adopt Resolution No. 2017-13.

**CITY OF KODIAK
RESOLUTION NUMBER 2017-13**

A RESOLUTION OF THE COUNCIL OF THE CITY OF KODIAK RESCINDING RESOLUTION NO. 2015-16 AND ESTABLISHING FUNDING CRITERIA FOR NONPROFIT GRANTS

WHEREAS, the City Council recognizes and supports local nonprofit organizations and has historically made funding available to these organizations on an annual basis; and

WHEREAS, it has been determined that the appropriate total amount of City funds to grant to nonprofit organizations is a maximum of one percent of budgeted general fund revenues, exclusive of any fund balance appropriation; and

WHEREAS, City funds have been provided to nonprofit organizations that supplement and compliment the services provided to residents by the City; and

WHEREAS, it is the intent of the City Council to update this policy statement.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Kodiak, Alaska hereby establishes the following additional funding criteria for nonprofit grants provided by the City:

1. Organizations receiving funds must be legally recognized by the Internal Revenue Service.
2. Organizations are limited to one funding criteria or program per year.
3. Funding will be granted only for the following kinds of programs/activities and up to the maximum identified funding amount per organization and program type as defined:
 - a. Youth Recreation Programs \$2,500

Indoor and outdoor recreational activities typically include games and pursuit of hobbies and activities that one engages in, for entertainment. Typically included in this category are activities like baseball, football, hockey, swimming, basketball, wrestling, cheerleading singing, reading, listening to music, watching movies, dancing, and aerobics.

- b. Adult Recreation Programs \$2,500

Indoor and outdoor recreational activities typically include games and pursuit of hobbies and activities that one engages in, for entertainment. Typically included in this category are activities like baseball, football, hockey, swimming, basketball, wrestling, cheerleading singing, reading, listening to music, watching movies, dancing, and aerobics.

c. Public Safety Support Programs \$15,000

Programs serving the entire Kodiak area through its emergency shelters and food service programs. Typically included in this category are food banks, soup kitchens, sleeping shelters, crisis centers, senior services and animal shelters.

d. Emergency Response Support Programs \$15,000

Programs that provide humanitarian relief, disaster relief and education designed to mitigate local disasters. Typically included in this category are emergency temporary shelters, counseling, public awareness and basic humanitarian needs.

4. Subject to available funding, the Council may authorize a special one-time funding increase for a special project.

CITY OF KODIAK

MAYOR

ATTEST:

CITY CLERK

Adopted:

**CITY OF KODIAK
FY18 NONPROFIT FUNDING APPLICATION
Return to City Manager's Office by June 23, 2017**

Attachment B

ORGANIZATIONAL OVERVIEW

Organization Name _____

Mailing Address _____

Telephone No. _____ Fax No. _____

Email _____

Federal Employer Tax ID Number _____

Contact Person _____

Printed Name

Title

Contact Person _____

Signature

Date

List of Board Members and Officers:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Does agency have 501(c)3 status from the IRS? Yes No

If yes, please include a letter from the IRS signifying agency's official non-profit tax exemption status.

If no, has your agency applied for 501(c)3 status? Yes No

SERVICES:

Provide a brief description of organization service(s) in order of priority:

The City of Kodiak does not fund religious programs. Are your agency's services faith-based?

Yes No

If yes, how do you plan to use the City's funding? _____

How many City residents will be served by this grant? _____

Please attach a copy of the organization’s Mission Statement.

How does your agency collaborate with other local nonprofit organizations?

FINANCIAL INFORMATION

Organizations receiving funds must be legally recognized by the Internal Revenue Service

Organizations are limited to one funding criteria or program per year. (Note: This is a program change)

Funding will be granted only for the following kinds of programs/activities and up to the maximum identified funding amount per organization, per program type as defined: (Note: Definition and maximum amount)

- **Youth Recreation Programs** **\$2,500**

Indoor and outdoor recreational activities typically include games and pursuit hobbies and activities that one engages in, for entertainment. Typically included in this category are activities like baseball, football, hockey, swimming, basketball, wrestling, cheerleading singing, reading, listening to music, watching movies, dancing and aerobics.

- **Adult Recreation Programs** **\$2,500**

Indoor and outdoor recreational activities typically include games and pursuit hobbies and activities that one engages in, for entertainment. Typically included in this category are activities like baseball, football, hockey, swimming, basketball, wrestling, cheerleading singing, reading, listening to music, watching movies, dancing and aerobics.

- **Public Safety Support Programs** **\$15,000**

Programs serving the entire Kodiak area through its emergency shelters and food service programs. Typically included in this category are food banks, soup kitchens, sleeping shelters, crisis centers, senior services and animal shelters.

- **Emergency Response Support Programs** **\$15,000**

Programs that provide humanitarian relief, disaster relief and education designed to mitigate local disasters. Typically included in this category are emergency temporary shelter, counseling, public awareness and basic humanitarian needs.

Council may authorize a special one-time funding increase for a special project (see page 3 of application).

List category of funding requested from the above list Program and explain how your organization’s program falls within the category of funding requested:

Category _____ Amount _____

Explanation: _____

OTHER FUNDING SOURCES

List the amount of funding your agency received from other sources during the past fiscal year:

| | |
|--------------------------|--|
| Federal_____ | State_____ |
| City of Kodiak_____ | Kodiak Is. Borough_____ |
| Parent Organization_____ | Corporate Grants_____ |
| Foundations_____ | Client Fees_____ |
| Donations_____ | Memberships_____ |
| Interest_____ | Gaming Permit Activities (pull tabs, raffles etc.)_____ |

If you receive state or federal grants, what is the percentage and amount of local match required for each grant your agency receives? _____

What effects will there be and what alternative plans does your agency have if City funding is not received? _____

Did your organization receive funding from the City of Kodiak during the last fiscal year (July 1, 2016 – June 30, 2017). Yes _____ No _____

All applicants please complete the OTHER FUNDING SOURCES (top of page 4) and attach FY17 financial reports or latest audits with this application.

Scoring Criteria

- Services meet City nonprofit funding criteria (adult and youth recreation programs, public safety support, and emergency response support programs) 25 points**
- Grant reports submitted to City as required 25 points**
- Number of City residents served 25 points**
- Other sources of applicant funding identified 25 points**

CITY OF KODIAK GRANT REPORT

Please complete this report based on funds received from the City of Kodiak during the period July 1, 2016, through June 30, 2017.

| | |
|-------------------------------|--|
| Organization: | |
| Program: | |
| 2016-2017 Grant Amount: | |
| Amount Expended Year-to-Date: | |
| Balance: | |

Describe accomplishments with grant funds. _____

If you have not expended all funds, please describe how and when you intend to spend the balance.

Signature

Submit to:

City Manager
City of Kodiak
710 Mill Bay Road, Room 114
Kodiak, AK 99615

CITY OF KODIAK
Nonprofit Grant Applications
Fiscal Year 2018
Calendar

- April 11 Council review of City's nonprofit application and award process
- Week of May 15 Mail applications, FY17 financial reports *(if no change to criteria)*
- June 23 Applications and FY17 financial reports due to the City Manager's Office
- July 25 City Council evaluates applications
- July 27 Nonprofit funding resolution on agenda for Council approval
- July 28 Check requests prepared and forwarded to finance
- July 28 FY18 award notification letters and agreements mailed
- Aug 4 Checks returned to City Manager's Office
- August 4 Grant checks available upon execution of grant agreements and verification of FY17 reports filed

**CITY OF KODIAK
RESOLUTION NUMBER 2015-16**

A RESOLUTION OF THE COUNCIL OF THE CITY OF KODIAK RESCINDING RESOLUTION NO. 2014-19 AND ESTABLISHING FUNDING CRITERIA FOR NONPROFIT GRANTS

WHEREAS, the City Council recognizes and supports local nonprofit organizations and has historically made funding available to these organizations on an annual basis; and

WHEREAS, it has been determined that the appropriate total amount of City funds to grant to nonprofit organizations is a maximum of one percent of budgeted general fund revenues, exclusive of any fund balance appropriation; and

WHEREAS, City funds have been provided to nonprofit organizations that supplement and compliment the services provided to residents by the City; and

WHEREAS, it is the intent of the City Council to update this policy statement.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Kodiak, Alaska hereby establishes the following additional funding criteria for nonprofit grants provided by the City:

1. Organizations receiving funds must be legally recognized by the Internal Revenue Service.
2. Funding will be granted only for the following kinds of programs/activities and up to the maximum identified funding amount per organization and program type:

| | |
|--|----------|
| Youth Recreation Programs | \$2,500 |
| Adult Recreation Programs | \$5,000 |
| Public Safety Support Programs (Shelter/Food) | \$10,000 |
| Emergency Response Support Programs | \$10,000 |
3. Subject to available funding, the Council may authorize a special one-time funding increase for a special project.



CITY OF KODIAK

Bob Branner

MAYOR

ATTEST:

Michelle Shunock Nelson

DEPUTY CITY CLERK

Adopted: May 28, 2015

OATH OF OFFICE

MEMORANDUM TO COUNCIL

Date: May 11, 2017

Agenda Item: X. Oath of Office

SUMMARY: KCC 2.08.130 requires the City Manager to take and subscribe to the Oath of Office. The City Clerk will now administer the Oath of Office to the new City Manager.

ATTACHMENTS:

Attachment A: Oath of Office

CITY OF KODIAK, ALASKA

Oath of Office

May 11, 2017

I, Mike Tvenge, do solemnly affirm that I will support the Constitution and laws of the United States, the laws of the State of Alaska, the ordinances of the City of Kodiak, and that I will faithfully and honestly perform the duties of City Manager, so help me God.

CITY OF KODIAK

Mike Tvenge, City Manager

ATTEST:

Debra L. Marlar, City Clerk