



MEMORANDUM

TO: Mayor Branson and City Councilmembers
FROM: Mike Tvenge, City Manager *MT*
DATE: April 7, 2020
RE: Monthly Report

Emergency Services:

- The City of Kodiak and the Emergency Services Council is taking extensive and proactive actions to prevent the spread of coronavirus in our community, and ensure the safety and health of everyone.
- Following the Declaration of Public Health Disaster Emergency on March 18, 2020, the Emergency Services Director elevated Kodiak's Emergency Operations Center (EOC) and it was activated on March 19, 2020. The EOC staff meets daily and continues to plan for a COVID-19 virus outbreak in Kodiak.
- The Emergency Services Director (ESD) and Emergency Services Council have been meeting once a week as well as conducting a live forum and radio interviews for public outreach.
- To help prevent the spread of COVID-19 in the community, all City buildings, offices, and facilities remain closed to the public until further notice. Because of this, alternate methods for providing Citizen Comments at public meetings, such as Kodiak City Council, have been created.
- Even though we are limiting interactions with the public, please be assured that the City is making every effort to continue providing essential government services including public safety, fire and ambulance service, water/sewer utilities, street maintenance, administrative and legislative functions.
- On March 23, 2020, the Emergency Services Council issued a 'hunker down' proclamation, which was effective at 10:00 p.m. Tuesday, March 24, 2020. By order of this proclamation, Kodiak residents shall stay home as much as possible, except to work in essential jobs.
- Worked with Seafood Processors to submit safety plans. Attached is an open letter to Kodiak from the Pacific Seafood Processors Association regarding COVID-19.
- Thanks to the Kodiak Community Support Team who have been supporting residents sheltered in place who have needs from the community, including prescription pick-ups, groceries, deliveries, and more.

Administration:

- Held meetings with Department Directors and Finance Director the first two weeks of March to work on FY 2021 Operating Capital Project Budgets.
- The 2020 Census Field Operations have been suspended until April 15, 2020. The public is strongly encouraged to respond to the 2020 Census online. This is the fastest and easiest way to be counted. Kodiak residents with residential mailing addresses should've received an invitation and questionnaire in the mail. All residents with a Post Office Box will need to be counted either online or by phone (1-844-330-2020). City Administration will continue to conduct public outreach on participating in the 2020 Census.
- Working with Chamber of Commerce to reexamine plans for Community Clean-up Day. One possibility is to scale down the event or conduct in two phases. Stay tuned for an update.
- Emergency Community Lost Revenue Replacement Program – In response to the CARES Act and COVID-19 economic disaster, the State of Alaska will receive \$1.25 Billion with approximately \$563M potentially for local governments who have incurred costs in preparation for and response to COVID-19. Participated in a teleconference sponsored by the AK Municipal League on April 3, 2020 with other municipalities to discuss a coordinated approach to work with the Governor's Office. Attached is a description of the program for your awareness. We will keep the Council apprised of any developments with this potential cost-recovery program.
- Work continues on several projects including:
 - Schematic design for the \$3.1M Baranof Park Improvements Project (Ice Rink and Track enclosure)
 - RFP for Tsunami Siren Replacement Project (due 4/10)
 - RFP for St. Herman Harbor Marine Travelift/Shipyard Operator (due 4/8)
 - Barn Stabilization – reroof and repair siding, strip and repaint
 - Hillside House Renovation
 - Pier II Storm Drain Repair
- Final inspection for the security gate at Pier I Ferry Terminal was conducted on March 3, 2020. AMHS management will be taking the lead on finalizing the Memorandum of Agreement with AK DOT/PF and we'll be presenting to Council for approval in the near future.
- Requesting a Council Member to serve on the review committee for the St. Herman Harbor Marine Travelift/Shipyard Operator proposals. The review committee will meet on Wednesday, April 8th at 2 p.m. in the City Conference Room.

Personnel:

- Mr. Matt Stone, Captain of the Kodiak Fire Department retired on April 6, 2020 after 21 years with loyal service to the City of Kodiak. Congratulations Captain Stone!!!
- Welcome Home to all Alaska Guard Soldiers returning from Kosovo on April 6, 2020. Two of the five soldiers are City Employees, Mr. Trenton Mackenzie and Mr. Edgar Sandoval.

- The City of Kodiak would like to welcome the following new employees:
 - Samantha Talley, Police Officer
 - John Peterson, Fleet Mechanic
 - Thomas Green, Jr., Harbor Officer
- The City of Kodiak is currently recruiting for the following positions:
 - FT Harbormaster
 - FT Finance Director
 - FT City Engineer
 - FT Maintenance Specialist - Harbor
 - FT Administrative Assistant - Harbor
 - FT Firefighter/EMT
 - FT Police Officer



An open letter to Kodiak communities regarding COVID-19.

Dear Kodiak and Kodiak Island communities:

Along with the rest of the world, the Alaska seafood industry has been coping with the fast-paced nature of the national health pandemic created by the exponential spread of the coronavirus. Like you, we are very concerned about what the coronavirus pandemic means for our families, neighbors, and livelihoods in Alaska coastal communities, and the Alaska seafood system overall, both in the short and long term.

Our primary focus is the health and safety of all of our partner communities, including those on Kodiak Island; locations where many of our processing workers, fishermen and their families work and live. PSPA member Trident Seafoods operates in Kodiak and has been communicating with the community as to their progress in mitigating risk of their operations and has committed to sharing completed plans with communities and Tribes. The safety of the residents of Kodiak Island, fishermen, and processing workers is of the utmost concern.

The State of Alaska has issued several health mandates¹ to prevent the spread of COVID-19, several of which are directly related to travel in and out of Alaska communities. The State of Alaska has mandated a 14-day quarantine for residents, workers and visitors upon entering Alaska (Mandate 10) and prohibited in-state travel between Alaska communities (Mandate 12) unless to support critical infrastructure or for critical personal needs. Since fishing and fish processing are considered part of the critical workforce infrastructure, workers entering the community can begin work immediately while under quarantine as long as a plan is submitted to the State of Alaska outlining how those workers will avoid the spread of COVID-19 and not endanger the communities in which they operate. To be clear, this does not mean that seafood workers coming into the community from another location are exempt from 14-day quarantine rules, only that they can work during the 14-day period while following the company's self-isolation and response plan protocols. We recognize there has already been communication to Kodiak leadership and the Kodiak Emergency Services Council on how Kodiak's onshore processors, including Trident Seafoods, plan to fulfill the labor workforce using almost entirely a local workforce in April and May, with further assessment of workforce needs for the salmon season starting in June.

Seafood processors and fishing vessels are submitting plans to the State of Alaska in accordance with Health Mandates 10 and 12. These company plans are informed by medical experts and detail the measures that companies are putting in place to best achieve compliance with CDC guidelines, avoid the spread of COVID-19, and minimize risk to community residents. As our individual member companies develop response plans, their goal is to keep healthy people healthy. This means implementing screening protocols for incoming employees, detection and quarantine protocols to identify and contain

¹ <https://gov.alaska.gov/home/covid19-healthmandates/>

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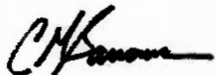
any suspected case of COVID-19, new cleaning, disinfecting, and sanitation standards, and best practice for distancing standards.

Our member companies have also been participating in a seafood industry workgroup for several weeks that was formed in response to the COVID-19 outbreak called the Alaska Fishing Industry Safety & Health Committee (AFISH Committee). Subcommittees and task force groups are organized across multiple functional topics and between participating regions and locations. This committee includes over 150 industry participants, health practitioners, and community leaders, all working to gather and share best practices in response to COVID-19 and to develop guidance protocols for vessels and onshore processors. These guidance protocols were developed with a medical risk management company that specializes in commercial maritime and remote worksites, and are also posted on the State's website.²

Most urgently, we recognize the need for rural community health care systems to be better equipped to meet the needs of communities and our companies are working on solutions to this problem. For example, Trident Seafoods is staffing its Kodiak facility with a nurse practitioner and a fully stocked onsite clinic kit. In the coming weeks and months, PSPA will continue to closely monitor the situation, share information, and support measures that protect the health and safety of Alaska communities. PSPA will also remain constant in our advocacy to the State of Alaska for FDA approved rapid point of care testing as a critical tool to assist with early and accurate detection in remote communities, including those with essential critical infrastructure industries such as the seafood industry.

We recognize the considerable stress and uncertainty that the current situation has placed upon Kodiak Island. We are dedicated to doing our part to keep the communities in which we operate safe. We are committed to working with community leaders in all of the locations in which we operate and the State of Alaska to get through this together. Please contact us if you have any questions.

Sincerely,



Chris Barrows
President
Pacific Seafood Processors Association

² For examples of the State of Alaska's requirement for Alaska Critical Industries COVID-19 Worker Mitigation Plans see: <https://ready.alaska.gov/Covid19-WorkerMitigationPlan>.

Emergency Community Lost Revenue Replacement Program

Goal: Replace lost revenue due to negative economic impacts associated with COVID-19

Justification: Alaska's local governments are directly dependent on a healthy and active economy. Many local economies have single drivers, which influence the revenues of local governments. COVID-19 will negatively impact travel and tourism, retail, fishing and seafood processing, and may even slow mining, oil and gas. Local governments may see reductions in tax revenue of as much as 80-95%, with more likely scenarios of 50%. This will deplete savings, reduce overall budgets, escalate the need for increased local taxes, and affect local ability to pay for essential public services (include public safety and education) and service debt.

Analysis: The following revenues will face immediate reductions due to COVID-19 economic contraction. The total estimated need is approximately \$126 million.

- Sales Tax Revenue (FY19 \$260,111,409) range from 20-80% reduction; at 30% \$78 million
- Bed Tax Revenue (FY19 \$45,214,217) range from 50-90% reduction; at 50% \$23 million
- Rental Car Tax Revenue (FY19 \$7,074,408) range from 50-75% reduction; at 50% \$3.5 million
- Fish Tax Revenue (FY19 \$18,146,294) range from 10-40% reduction; at 20% \$9 million
- Commercial Passenger Vessel Fees – undetermined (local data)
- Other/Unclassified (FY19 \$26,093,309) range from 20-80%; at 50% \$13 million

Long term the State will evaluate impacts to:

- Property tax – unable to determine at this time
- Commercial Passenger Vessel Fees (local share FY19 \$18,658,813)
- Shared Fish Tax (FY21 \$33,400,000) range from 10-40% reduction; at 20% \$16 million

Program structure: In response to the COVID-19 economic disaster, the State of Alaska will implement an Emergency Community Lost Revenue Replacement Program ("ECLRRP") to reimburse local governments for lost revenue during the crisis. The intent is to assist in the short-term (March-June) while broader economic stabilization efforts will assist in the long term. The State faces similar challenges as local governments with regards to its own revenues and, therefore, cannot be responsible for all lost revenue. The ECLRRP will have \$100 million in available funding. This funding will be distributed through monthly grants to municipalities and will be based on the difference between month-on-month averages of the last three years compared to 2020 actuals. As many local governments collect taxes on a quarterly basis, monthly allocations will be determined by the quarterly amounts divided into thirds. The impact amounts may not be as significant in the early months but will adjust in future months during times when seasonal activity should have been at its busiest.

Administration: In the interests of its members and on behalf of the State, the Alaska Municipal League (AML) will administer the grants. This will reduce the capacity needs and burden on the State. The funding will be distributed directly to AML. AML will act as a third-party administrator, at no cost, and will place the monies in a dedicated fiduciary fund. This fund will be segregated from all other funds. To ensure simplicity of this process, municipalities will submit a monthly request via an online one-page form. The request will be measured against the baseline, and the difference distributed within five days by ACH into the account provided by the municipality. AML will follow guidelines established by the State, which may include capping monthly payments and pro-rating monthly allocations to ensure that equitable funding will be available to all during the March-June timeframe.