

CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Agenda

February 06, 2025 at 5:15 PM

Kotzebue Youth Center – 946 Wanda Street

THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically call: **1-800-315-6338**; access code:
49401#

I. Call to Order

II. Roll Call/Introduction of Staff and Guests

III. Invocation/Moment of Silence

IV. Pledge of Allegiance

V. Adoption of The Agenda

VI. Adoption of Minutes

[a\)](#) January 7th, 2025

VII. Citizen Comments

VIII. Correspondence

[a\)](#) Letter to Dickie Curtis - House 671

[b\)](#) Water Treatment Plant Update for Rate Payers

[c\)](#) ACRA Donation Request

IX. Unfinished Business

[a\)](#) Utility Rate Update Presentation by DOWL - Discussion by City Council

X. New Business

[a\)](#) **RESOLUTION 25-06**, A RESOLUTION OF THE CITY COUNCIL OF KOTZEBUE AWARDING THE ENGINEERING SERVICES CONTRACT FOR CAPITAL PROJECT MANAGEMENT FOR THE PERIOD OF JANUARY 1, 2025-DECEMBER 31, 2027, TO DOWL ENGINEERING (“DOWL”)

[b\)](#) **RESOLUTION 25-07**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER

AND/OR HER/HIS DESIGNEE TO FINALIZE AND PUBLISH/DISTRIBUTE AN RFP FOR BANKING SERVICES FOR THE CITY OF KOTZEBUE.

c) RESOLUTION 25-08, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER OR HIS/HER DESIGNEE TO EXECUTE AN AGREEMENT FOR THE AHFC FRONTIER HOUSING DEVELOPMENT PROJECT IN KOTZEBUE BETWEEN KIC AND THE CITY OF KOTZEBUE.

d) RESOLUTION 25-09, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE APPROVING THE ALASKA MARINE LINES (“AML”) TRANSPORTATION AGREEMENT FOR CY2025.

e) RESOLUTION 25-10, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE SETTING THE CALENDAR YEAR 2025 HOLIDAY SCHEDULE NUNC PRO TUNC FOR THE CITY OF KOTZEBUE.

f) ORDINANCE 25-01, ENTITLED: "A NON-CODE ORDINANCE ADOPTING A FEE SCHEDULE FOR THE CITY OF KOTZEBUE, ALASKA FOR THE CALENDAR YEAR 2025" - **FOR INTRODUCTION**

XI. Council Members Comments

Seat F: Cory Jackson

Seat G: Johnson Greene

Seat B: Derek Haviland-lie

Seat D: Kathleen Sherman

Seat C: Joshua Hadley

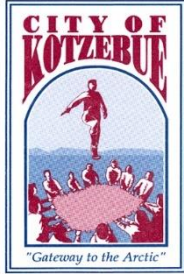
Seat E: Ruth Moto

Seat A: Ernest Norton

Youth Representative: Bristol Huffman

XII. Executive Session

XIII. Adjournment



CITY OF KOTZEBUE NOTICE

Regular City Council Meeting Minutes

January 07, 2025 at 5:15 PM

City Hall Chambers – 258 A Third Avenue

THE PUBLIC IS ENCOURAGED TO ATTEND.

For residents who want to participate telephonically call: **1-800-315-6338**; access code:
49401#

I. Call to Order

Mayor Haviland-Lie called the meeting to order at 5:15 PM.

II. Roll Call/Introduction of Staff and Guests

City Council Members present at time of roll call: Ernest Norton, Derek Haviland-Lie, Joshua Hadley, Ruth Moto, Cory Jackson, Johnson Greene.

Vice-Mayor Kathleen Sherman, and Youth Representative Bristol Huffman arrived at 5:17 PM.

Staff and guests present at time of roll call: Tessa Baldwin, Mike Laughlin, Paeton Schaeffer, Jamie Lambert, Sam Camp, Christopher Cook, Joe Evans, Ron Johnson, Rachel Belamour, Russ Ferguson, Ben Mohr, and Matt Bergan.

III. Invocation/Moment of Silence

Council Member Hadley provided an invocation.

IV. Pledge of Allegiance

Pledge of Allegiance.

V. Adoption of The Agenda

Changes were made during the meeting to the agenda.

Council Member Norton made a motion to approve the amended agenda, seconded by Council Member Jackson.

The agenda was **approved as amended**.

VI. Adoption of Minutes

a) September 23rd, 2024

Council Member Norton made a motion, seconded by Council Member Hadley, to approve the meeting minutes from September 23rd, 2024.

The meeting minutes were approved by unanimous vote from the Council.

b) December 5th, 2024

Council Member Norton made a motion, seconded by Council Member Hadley to approve the meeting minutes from December 5th, 2024.

The meeting minutes were approved by unanimous vote from the Council.

VI. Citizen Comments

Matt Bergan spoke to the Council regarding “rejuvenating” the teen rec center, he stated that lack of maintenance and upkeep is why the building is in its current condition and that the City should work with partners in the community for this project.

VIII. Correspondence

a) February 2025 Juneau Lobbying Trip Discussion

It was discussed that Mayor Haviland-Lie, Vice-Mayor Sherman, and Council Member Hadley will attend the annual lobbying trip scheduled for February 12th, 13th, and 14th in Juneau, AK.

b) Kobuk 440 Donation Request

The Kobuk 440 was awarded \$500.00 for their donation request.

IX. Unfinished Business

X. New Business

a) Manager's Reports

- 1. City Manager
- 2. Holland and Hart
- 3. The Mulder Company
- 4. Joe Evans City Attorney
- 5. Finance Director ***need to accept and approve Finance report***

Council Member Hadley made a motion to accept and approve the finance report, seconded by Council Member Norton.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Kathleen Sherman	Yes
Ruth Moto	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

6. Public Works ***need to accept and approve Public Works report***

Council Member Hadley made a motion to accept and approve the public works report, seconded by Vice-Mayor Sherman.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Ruth Moto	Yes
Kathleen Sherman	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

7. Police Department

8. Fire Department

9. Parks & Recreation

10. Package Store

11. Public Relations/Human Resources

12. Planning Department

c) Planning Commission Resolution 24-12, CAIN Building Utilization Recommendation

Discussion by City Council

Council Member Norton made a motion, seconded by Council Member Hadley to accept PC Resolution 24-12.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Kathleen Sherman	Yes
Ruth Moto	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

d) RESOLUTION 25-01, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER AND/OR HER/HIS DESIGNEE TO FINALIZE AND EXECUTE AN APPROPRIATE CONTRACT AND ANY OTHER RELATED DOCUMENTS WITH PND ENGINEERS,

INC., ANCHORAGE, ALASKA, FOR CONSULTING SERVICES FOR THE GATE BLOSSOM REGIONAL PORT.

Council Member Hadley made a motion, seconded by Vice-Mayor Sherman to approve Resolution 25-01.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Ruth Moto	Yes
Kathleen Sherman	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

- e) **RESOLUTION 25-02**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER AND/OR HER/HIS DESIGNEE TO FINALIZE AND EXECUTE AN APPROPRIATE CONTRACT AND ANY OTHER RELATED DOCUMENTS WITH DOWL AND DRAKE CONSTRUCTION, INC. ("DCI") BASED UPON THEIR JOINT SUBMITTAL, DATED DECEMBER 2, 2024, TO RFP 2024-06 WTP FILTRATION MODIFICATION.

Vice-Mayor Sherman made a motion, seconded by Council Member Jackson to approve Resolution 25-02.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Ruth Moto	Yes
Kathleen Sherman	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

- f) **RESOLUTION 25-03**, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER AND/OR HER/HIS DESIGNEE TO FINALIZE AND EXECUTE AN APPROPRIATE CONTRACT AND ANY OTHER RELATED DOCUMENTS WITH MANILAQ ASSOCIATION FOR BASIC AND/OR PART-TIME ADVANCED LIFE SUPPORT AMBULANCE SERVICES WITHIN THE CITY LIMITS OF THE CITY OF KOTZEBUE AND IMMEDIATE ENVIRONS.

Council Member Norton made a motion, seconded by Council Member Moto to approve Resolution 25-03.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Ruth Moto	Yes
Kathleen Sherman	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

g) RESOLUTION 25-04, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER AND/OR HER/HIS DESIGNEE WORKING WITH THE CITY OF KOTZEBUE FINANCE DIRECTOR TO ESTABLISH APPROPRIATE FINANCIAL/CREDIT CARD ACCOUNTS WITH CREDIT UNION 1 ALASKA THROUGH ITS KOTZEBUE BRANCH AT 606 BISON STREET, KOTZEBUE, ALASKA.

Council Member Norton made a motion to put Resolution 25-04 up for discussion, seconded by Council Member Jackson.

Roll Call Vote

Ernest Norton	No	Derek Haviland-Lie	No
Joshua Hadley	No	Ruth Moto	No
Kathleen Sherman	No	Cory Jackson	No
Johnson Greene	No		

Motion failed.

h) RESOLUTION 25-05, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE APPROVING A CONTRACT WITH VITUS TERMINALS, LLC FOR FUEL DELIVERY SERVICES FOR THE REMAINDER OF CY2025.

Council Member Norton made a motion, seconded by Council Member Moto to approve Resolution 25-05.

Roll Call Vote

Ernest Norton	Yes	Derek Haviland-Lie	Yes
Joshua Hadley	Yes	Ruth Moto	Yes
Kathleen Sherman	Yes	Cory Jackson	Yes
Johnson Greene	Yes		

Motion passed.

XI. Council Members Comments

Seat F: Cory Jackson

Seat G: Johnson Greene

Seat B: Derek Haviland-lie

Seat D: Kathleen Sherman

Seat C: Joshua Hadley

Seat E: Ruth Moto

Seat A: Ernest Norton

Youth Representative: Bristol Huffman

All comments can be found on recording at the City Hall.

XII. Executive Session

Vice-Mayor Sherman made a motion, seconded by Council Member Jackson to enter Executive Session to discuss matters which by law, or municipal ordinance are required to be confidential.

Entered Executive Session at 7:42 PM.

Reentered Open Session at 9:08 PM.

Direction was given, no votes were taken during this time.

XIII. Adjournment

Vice-Mayor Sherman made a motion, seconded by Council Member Jackson to adjourn.

Meeting adjourned at 9:21 PM.



P.O. Box 46
Kotzebue, Alaska 99752

City Hall
(907) 442-3401

Police Dept.
(907) 442-3351

Fire Dept.
(907) 442-3404

Public Works
(907) 442-3401

January 28, 2025
[via hand delivery to 671 Caribou Drive Kotzebue, AK 99752 and via USPS PRIORITY MAIL to P.O. Box 386, Kotzebue, Alaska 99752]

NOTICE: Initiation of Eviction and Condemnation Proceedings


Dear Mr. Curtis,

I am writing on behalf of the City of Kotzebue to inform you of an urgent matter regarding your property and structure located at 671 Caribou Drive.

As previously communicated to you, the structure on your property has been determined to be a dangerous and unsafe building, posing significant health and safety risks to both you and the surrounding community. Despite multiple notices and attempts to contact you regarding necessary repairs, no action has been taken to address the safety concerns or to bring the property into compliance with city code and regulations.

The City Council met on September 19th, 2024, and passed ordinance 24-05, delivered to you by mail and in person, requiring the demolition or removal of your dangerous structure at your own expense.

Please be advised that, due to your continued lack of response and failure to take corrective action, the City of Kotzebue is going to initiate eviction and condemnation proceedings. This process will begin with the filing of an official eviction and condemnation complaint with the court in Kotzebue. It is important that you vacate the premises immediately to avoid further legal complications or potential enforcement actions. Following your vacation or eviction from your dangerous structure, it will be demolished by the City, and you will be responsible for costs incurred by this demolition as well as all legal fees and costs incurred to effectuate this result.

Respectfully,

Russ Ferguson, Acting City Manager
CITY OF KOTZEBUE

cc: Samuel Camp, Planning Director
City of Kotzebue Planning Commission
City Council
Joe Evans, City Attorney

Kotzebue City Council
PO Box 46
Kotzebue AK, 99752

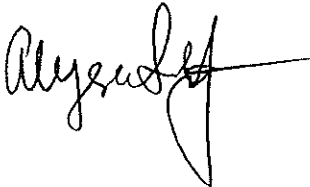
02/06/2025

Dear Kotzebue City Council,

On behalf of the Arctic Circle Racing Association, we are requesting donations of time and equipment to do snow removal in the Nullagvik Hotel parking lot. We will be hosting Iron Dog racers as they do their mandatory layover here in Kotzebue from 2/17-18/25. This is a fun community-wide event for our town, as there is always excitement when racers do come in/take off. We would like to have enough space in the parking lot as well for Crowley to come in to do the fueling up of the racers and have their snow machines parked in the parking lot. It would be very helpful if we could have your help with snow removal of the lot. If this is something that can be arranged, please feel free to contact myself at 907-412-0346, or Paula Octuck (ACRA President) at 907-978-5878.

Thank you,

Alyssa Schaeffer, ACRA Board Member





CITY OF KOTZEBUE UTILITY RATE STUDY

City Council Meeting

2-6-2025



AGENDA

- 2024 Rate Study
- 2025 Adjustment Alternatives
 - Water
 - Sewer
 - Solid Waste
- Affordability

2024 RATE STUDY

- Built Financial Model for each Fund
- Multi-year Adjustments Recommended for:
 - Sewer
 - Solid Waste

Customer	Old Rate	2024	2025	2026	2027	2028
Residential Wastewater Flat Rate	\$46.60	\$57.18	\$67.87	\$80.56	\$89.99	\$93.32
Residential Refuse Pick-Up Services	\$40.45	\$46	\$52	\$59	\$63	\$63

- City adopted Rate Adjustments for 2024 only

WATER FUND

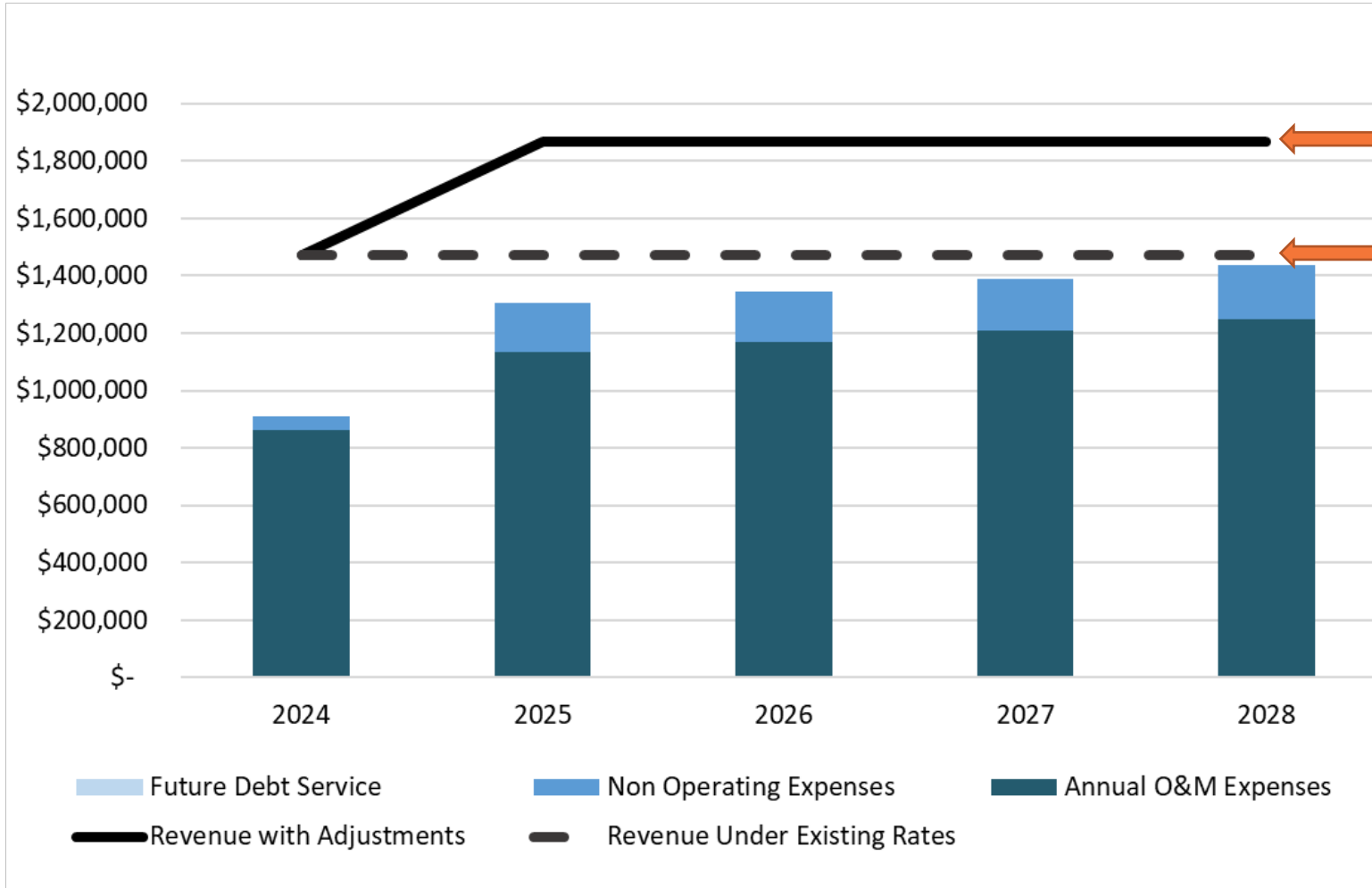
WATER KEY DATA/ASSUMPTIONS

- 2024 Revenues came in under 2025 Budget
- 2024 Expenses came in under 2025 Budget
- 2024 Revenues exceeded Expenses
- No Rate Adjustments proposed
- All grant or Principal Forgiveness funding for capital projects

WATER FUND ALTERNATIVES

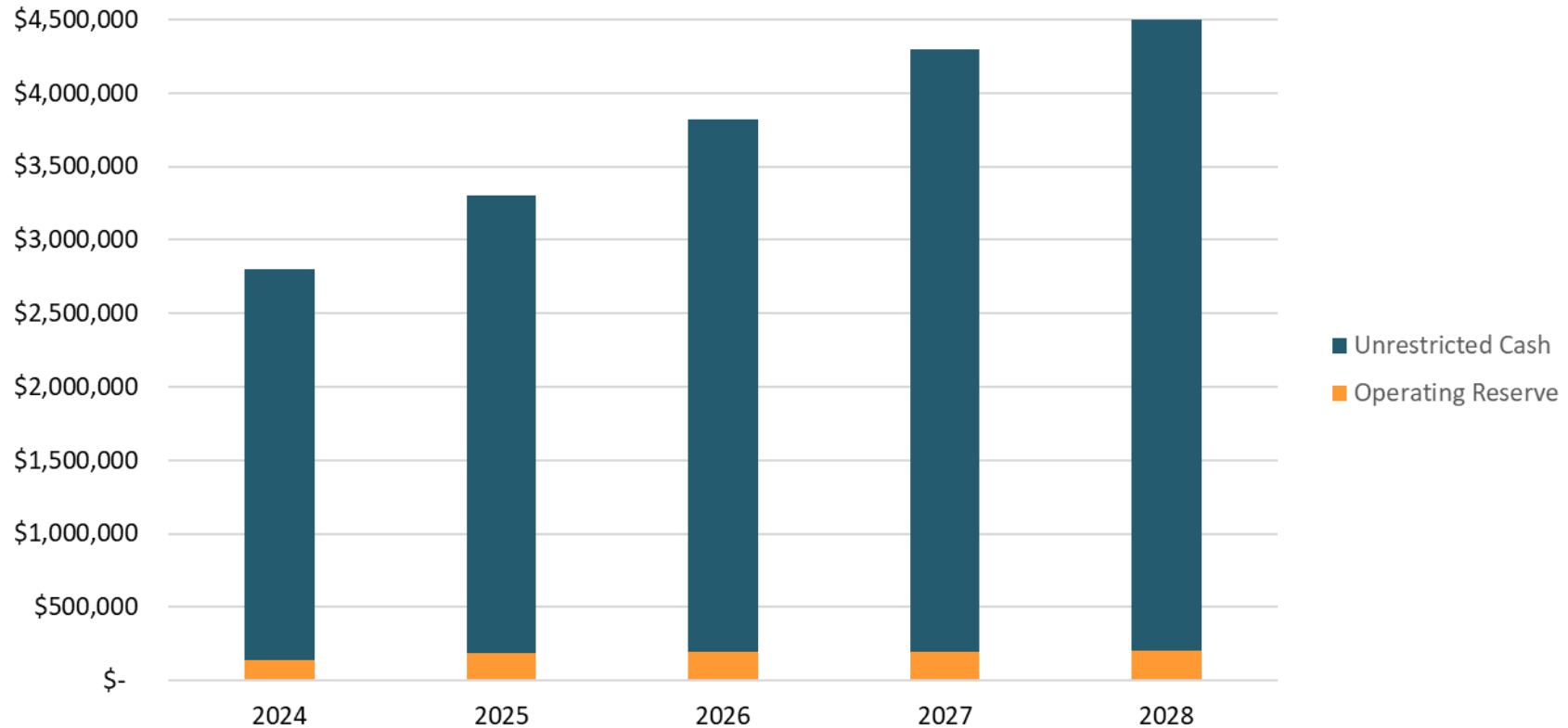
- Alternative 1 – 2025 Rate Study Recommendation

WATER FUND: ALTERNATIVE 1 CASH FLOW



Conclusion: Revenues cover Expenses

WATER FUND: ALTERNATIVE 1 CASH RESERVES



The water fund is in a solid position to fund the annual operating reserve requirement and build unrestricted cash.

WATER ALTERNATIVE 1 RATE SCHEDULE

Customer	Existing Rates	2025	2026	2027	2028	2029
		0.0%	0.0%	0.0%	0.0%	0.0%
Commercial Water Flat Rate	\$232.18	\$232	\$232	\$232	\$232	\$232
Commercial Water Metered Rate	\$41.35	\$41	\$41	\$41	\$41	\$41
Commercial Water Minimum Rate	\$103.20	\$103	\$103	\$103	\$103	\$103
Multi Family Water Base Rate	\$103.20	\$103	\$103	\$103	\$103	\$103
Multifamily Water Metered	\$41.35	\$41	\$41	\$41	\$41	\$41
Residential Water Flat Rate	\$101.46	\$101	\$101	\$101	\$101	\$101
Residential Senior/Disables Flat Rate	\$40.58	\$41	\$41	\$41	\$41	\$41

SEWER FUND

SEWER FUND – PREVIOUS RECOMMENDATIONS

	2024	2025	2026	2027	2028
Revenue Adjustments + CPI	22.70%	18.70%	18.70%	11.70%	3.70% (CPI)

SEWER FUND – PREVIOUS RECOMMENDATIONS

	2024	2025	2026	2027	2028
Customer	22.70%	18.70%	18.70%	11.70%	3.70% (CPI)
Commercial Wastewater Flat Rate	\$118.42	\$140.56	\$166.85	\$186.37	\$193.26
Multi Family Wastewater Base Rate	\$57.18	\$67.87	\$80.56	\$89.99	\$93.32
Residential Wastewater Flat Rate	\$57.18	\$67.87	\$80.56	\$89.99	\$93.32
Senior/Disabled Flat Rate	\$24.76	\$29.39	\$34.89	\$38.97	\$40.41

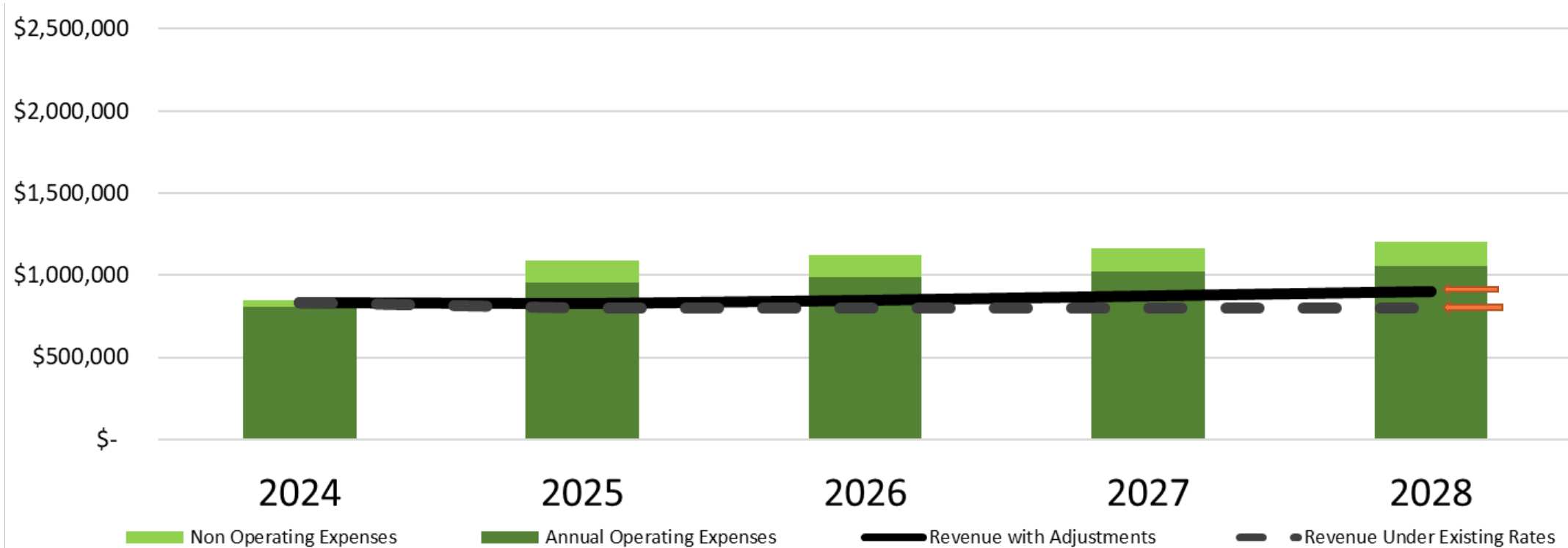
SEWER FUND ALTERNATIVES

- Alternative 1 – Inflation-only Adjustments
- Alternative 2 – 2024 Rate Study Adjustments
- Alternative 3 – Updated Adjustment

SEWER KEY DATA/ASSUMPTIONS

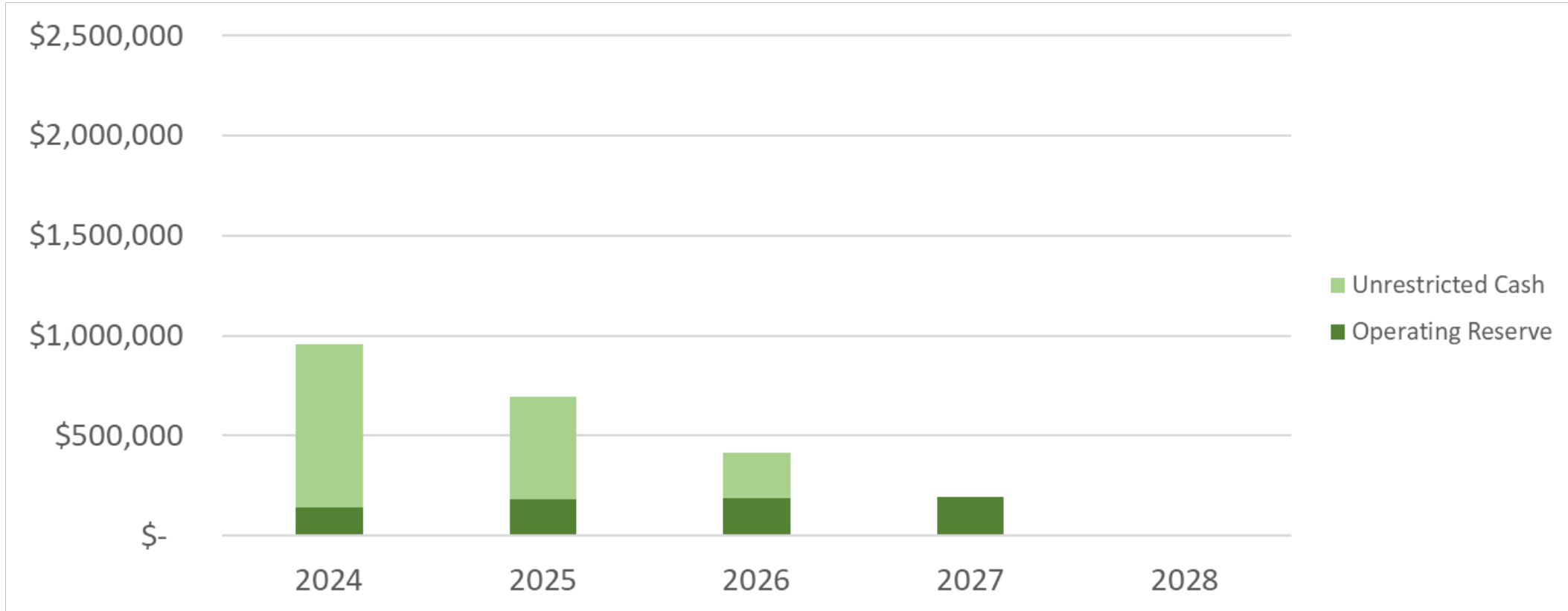
- 2024 Revenues came in over Budget but less than previous Rate Study projections
- 2025 Budget Revenues are \$25k lower than 2024 actuals
- 2024 Expenses exceeded Revenues
- 2024 Expenses were less than 2025 Budget
- All grant or Principal Forgiveness funding for capital projects

SEWER FUND: ALTERNATIVE 1 CASH FLOW



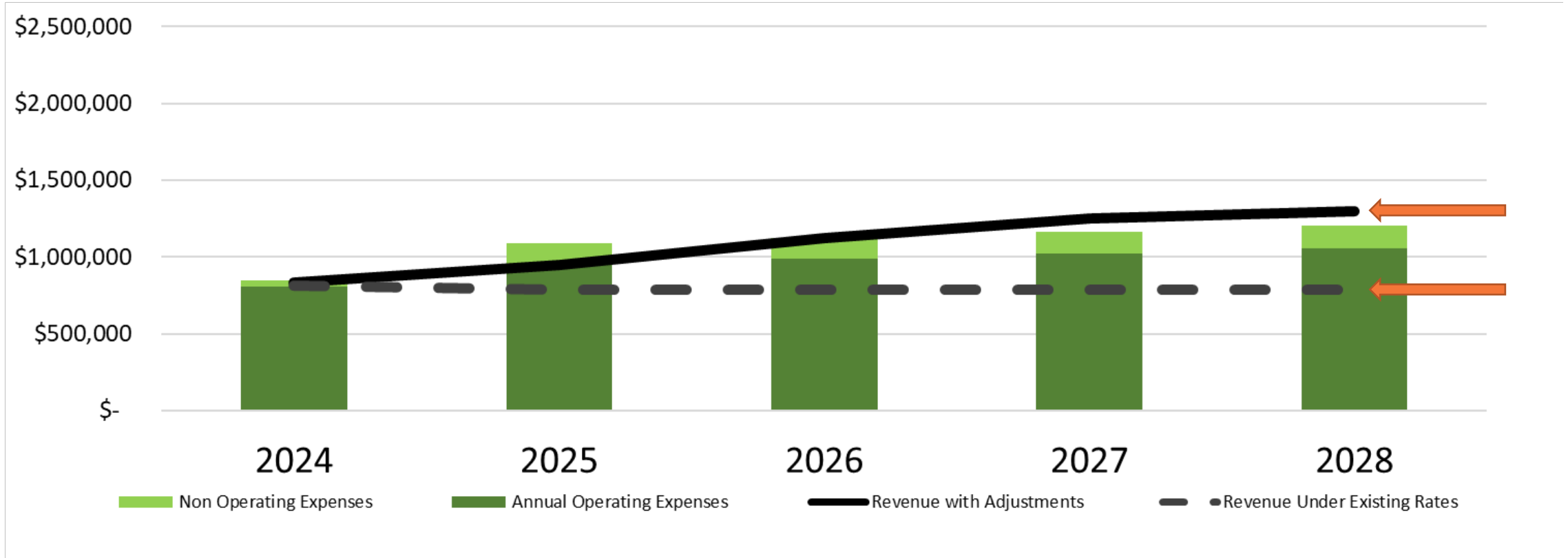
Conclusion: Revenue increases above CPI are needed to fund annual operating expenses.

SEWER FUND: ALTERNATIVE 1 CASH RESERVES



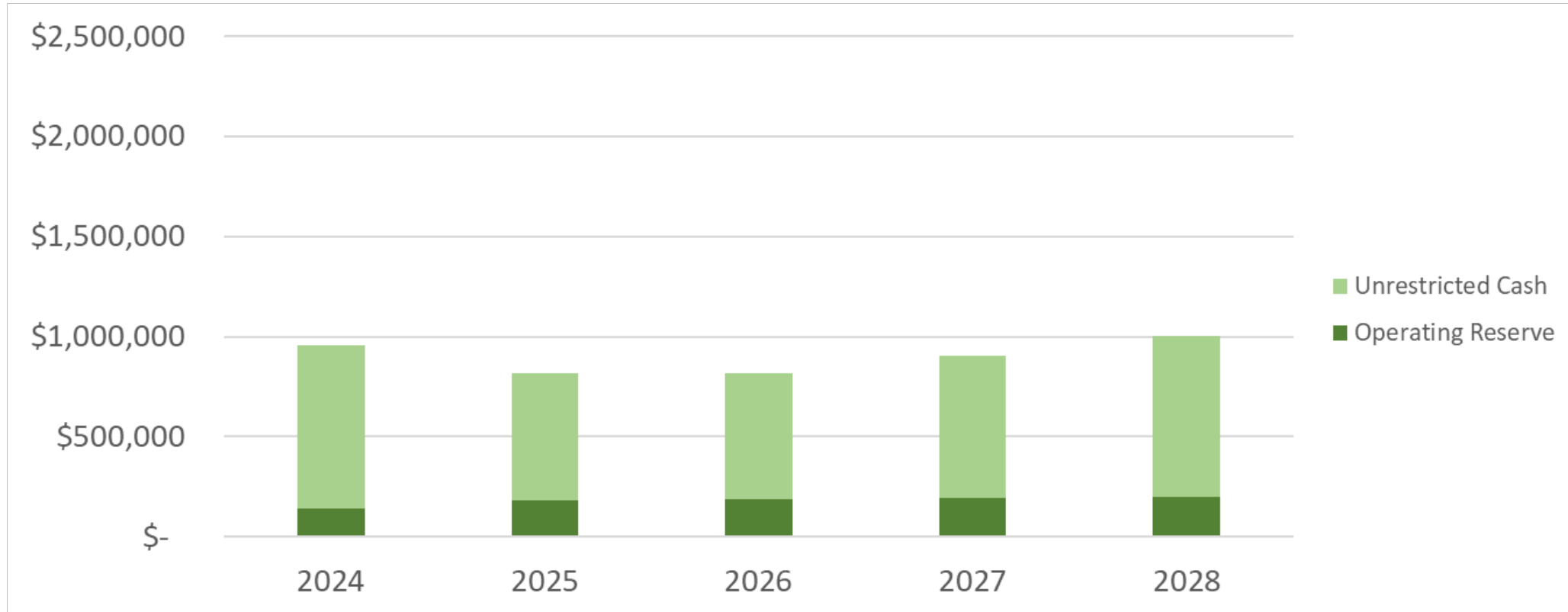
- Future Revenues do not cover future Expenses
- Any Capital Projects would need external funding source
- Fund runs out of reserves by CY 28

SEWER FUND: ALTERNATIVE 2 CASH FLOW



Conclusion: Additional revenue increases are needed to fund annual operating expenses.

SEWER FUND: ALTERNATIVE 2 CASH RESERVES



2024 Study's recommendations will keep fund healthy through 2028

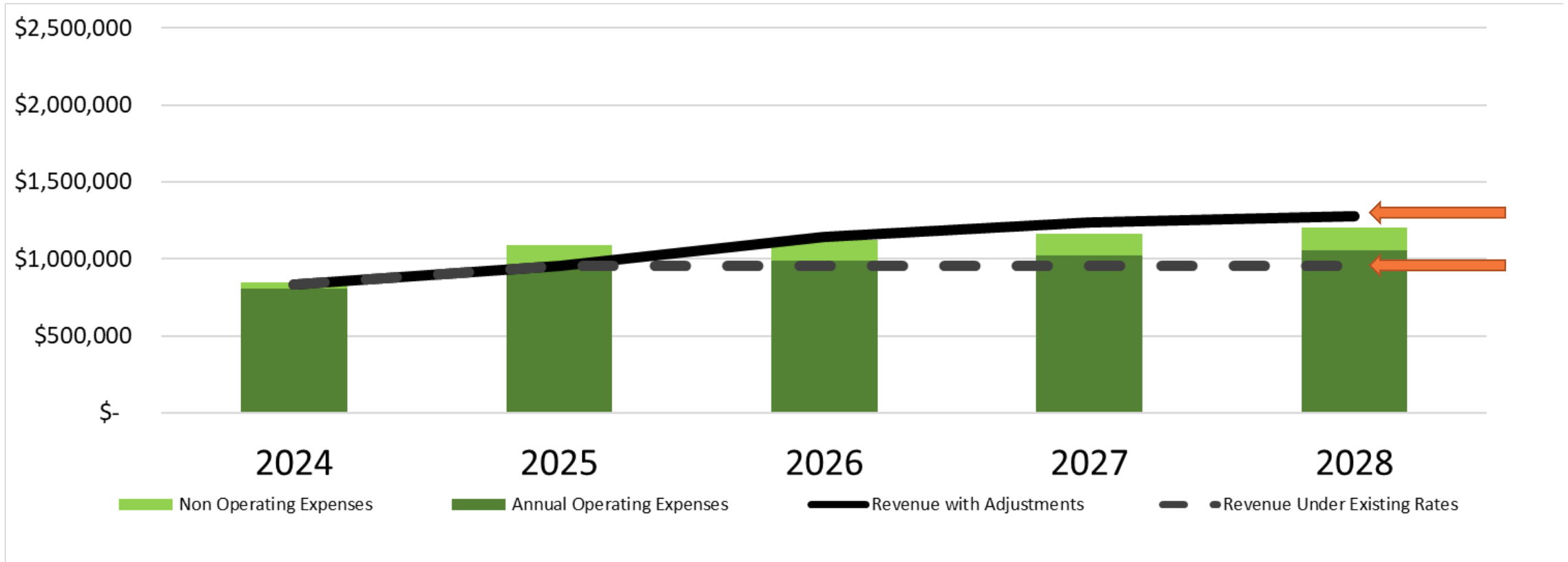
ALTERNATIVE 2 TAKEAWAYS

- 2024 Study Rate Adjustments appear to be sufficient.
- 18.7% adjustment should generate another \$148k in Rate Revenue
- 2025 Revenue Goal = \$948,730
- 2025 Budgeted Expense = \$1,088,652
- Alternative 2 adjusts rates “equally” for all customers

ALTERNATIVE 3 DATA

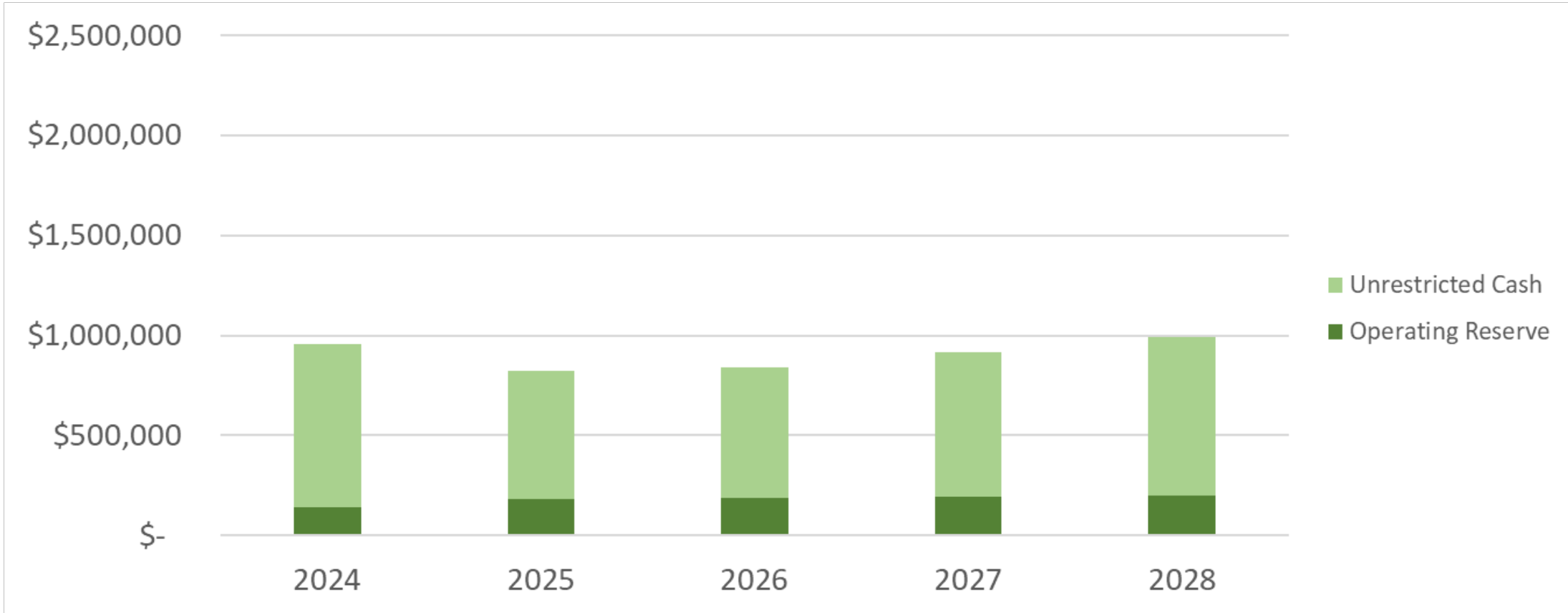
- Adjust Commercial differently from Residential
 - Commercial x 24% \$118 → 147
 - Residential x 12% \$57 → \$64
- Expected Revenue \$955,800 to \$990,151

SEWER FUND: ALTERNATIVE 3 CASH FLOW



Conclusion: Additional revenue increases are needed to fund annual operating expenses.

SEWER FUND: ALTERNATIVE 3 CASH RESERVES



24% Commercial + 12% Residential Adjustment in 2025 will work

2025 SEWER RATE SCHEDULE

Customer	Existing Rate	Alternative 1	Alternative 2	Alternative 3
		3%	18.7%	24% 12%
Commercial Wastewater Flat Rate	\$118.42	\$122	\$140	\$147
Commercial Wastewater Base Rate (Up to 6,000 Gallons)	\$57.18	\$59	\$68	\$71
Commercial Commodity Rate (per 1,000 gallons)	\$18.26	\$23	\$27	\$28
Residential Wastewater Flat Rate	\$57.18	\$59	\$68	\$64
Senior/Disabled Flat Rate	\$24.76	\$25	\$29	\$28

SOLID WASTE FUND

SOLID WASTE – PREVIOUS RECOMMENDATIONS

	2024	2025	2026	2027	2028
Revenue Adjustments + CPI	13.70%	13.70%	12.70%	3.70% (CPI)	3.70% (CPI)

SOLID WASTE – PREVIOUS RECOMMENDATIONS

	2024	2025	2026	2027	2028
Customer	13.7%	13.7%	12.7%	3.7%	3.7%
Dumpster Lease	\$30	\$34	\$38	\$40	\$41
Commercial Pick-Up Service	\$25	\$28	\$32	\$33	\$34
Landfill Drop-Off Commercial	\$10	\$11	\$13	\$13	\$14
Residential Pick-Up Services	\$46	\$52	\$59	\$63	\$63
Residential Pick-Up Elder Service	\$23	\$26	\$29	\$31	\$32

CAPITAL IMPROVEMENT PLAN

Project Name	Cost	Year
Baler Facility Upgrade	\$ 1,000,000	2025

This project will be funded by rate revenue and cash reserves for Alternatives 1, 2, and 3

Only 50% funded by rate revenue and cash reserves for Alternative 4

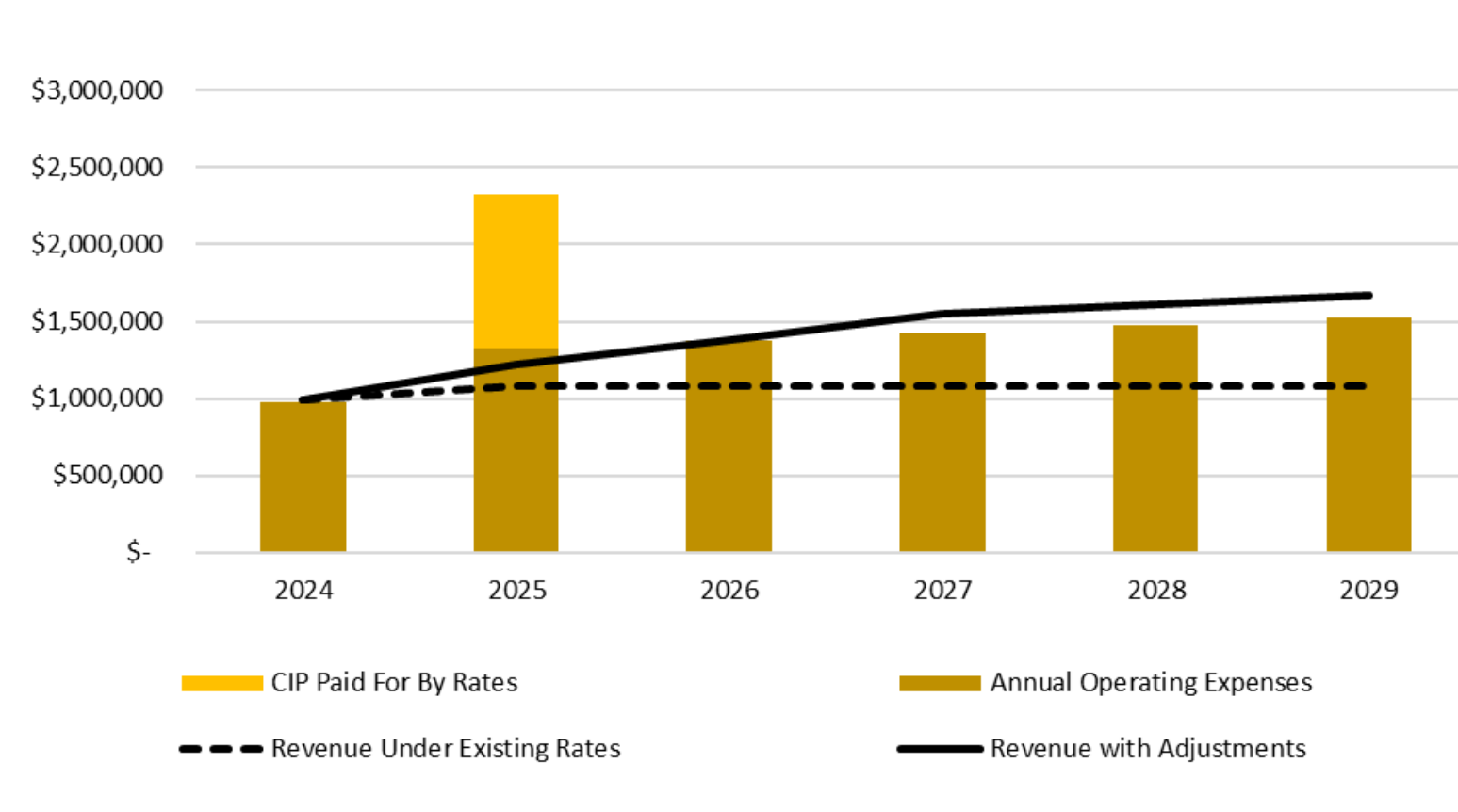
SOLID WASTE FUND ALTERNATIVES

- Alternative 1 – 2024 Recommendation
- Alternative 2 – Updated Recommendation
- Alternative 3 – Double Tipping Rate + 50% of 2025 Adjustment
- Alternative 4 – 50% Baler Facility + Double Tipping Rate

SOLID WASTE ALTERNATIVE 1 RATE SCHEDULE

		2025	2026	2027	2028	2029
Customer	Existing Rate	13.7%	13.7%	12.7%	3.7% (CPI)	3.7% (CPI)
Dumpster Lease	\$30	\$34	\$39	\$44	\$45	\$47
Commercial Pick-Up Service	\$25	\$28	\$32	\$36	\$38	\$39
Landfill Drop-Off Commercial	\$10	\$11	\$13	\$15	\$15	\$16
Residential Pick-Up Services	\$46	\$52	\$59	\$67	\$69	\$72
Residential Pick-Up Elder Service	\$23	\$26	\$30	\$33	\$35	\$36

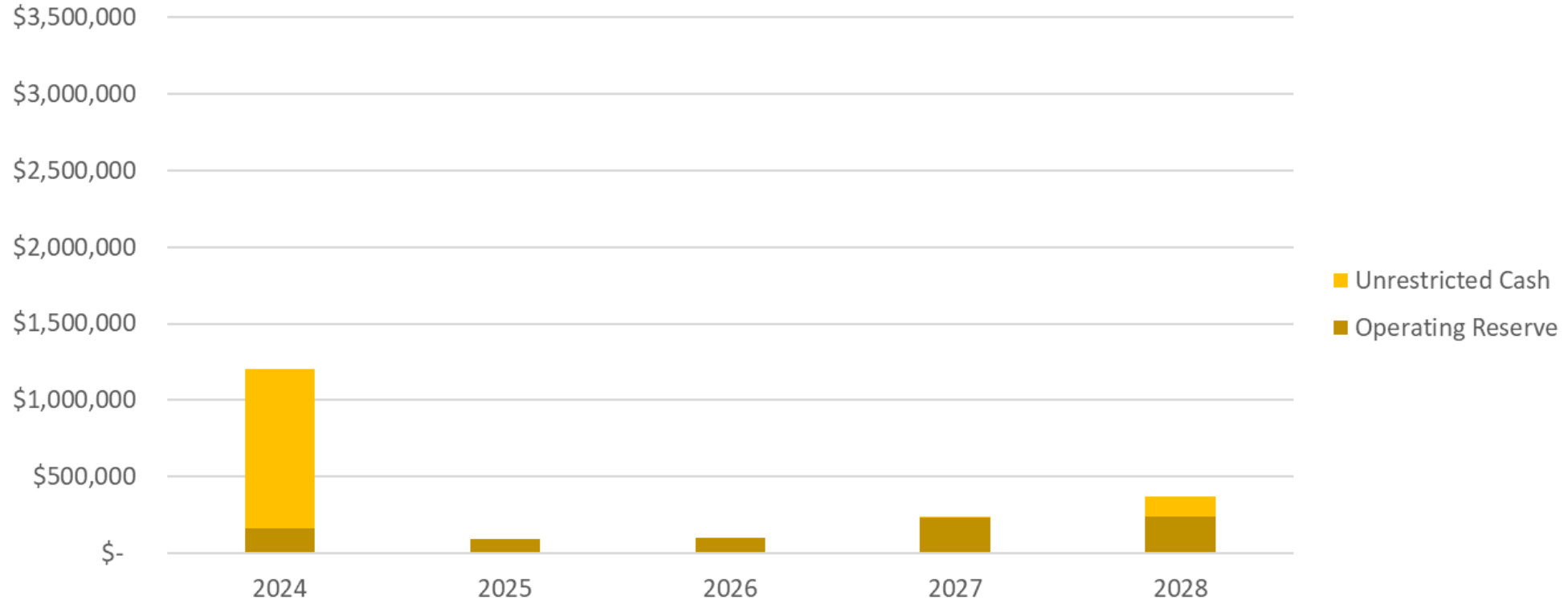
SOLID WASTE FUND: ALTERNATIVE 1 CASH FLOW



Takeaway:

- Revenue increases are needed to fund annual operating expenses.
- Baler Facility Upgrade is a significant expense.

SOLID WASTE FUND: ALTERNATIVE 1 CASH RESERVES

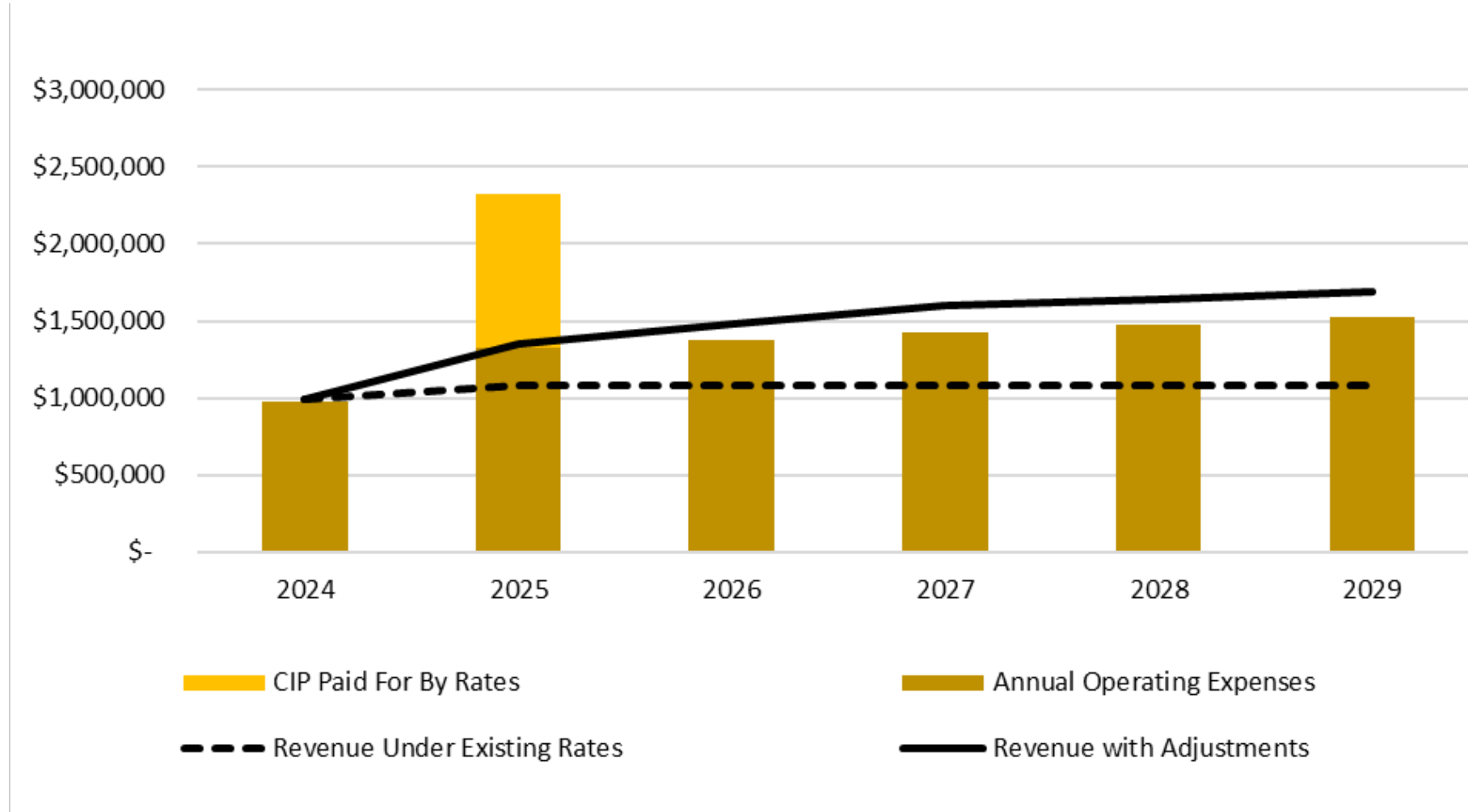


- Minimum Operating reserve not maintained in CY 25-27 (approx. \$225k).
- Utility must raise rates or fund the Baler Facility Upgrade project with external revenue source.

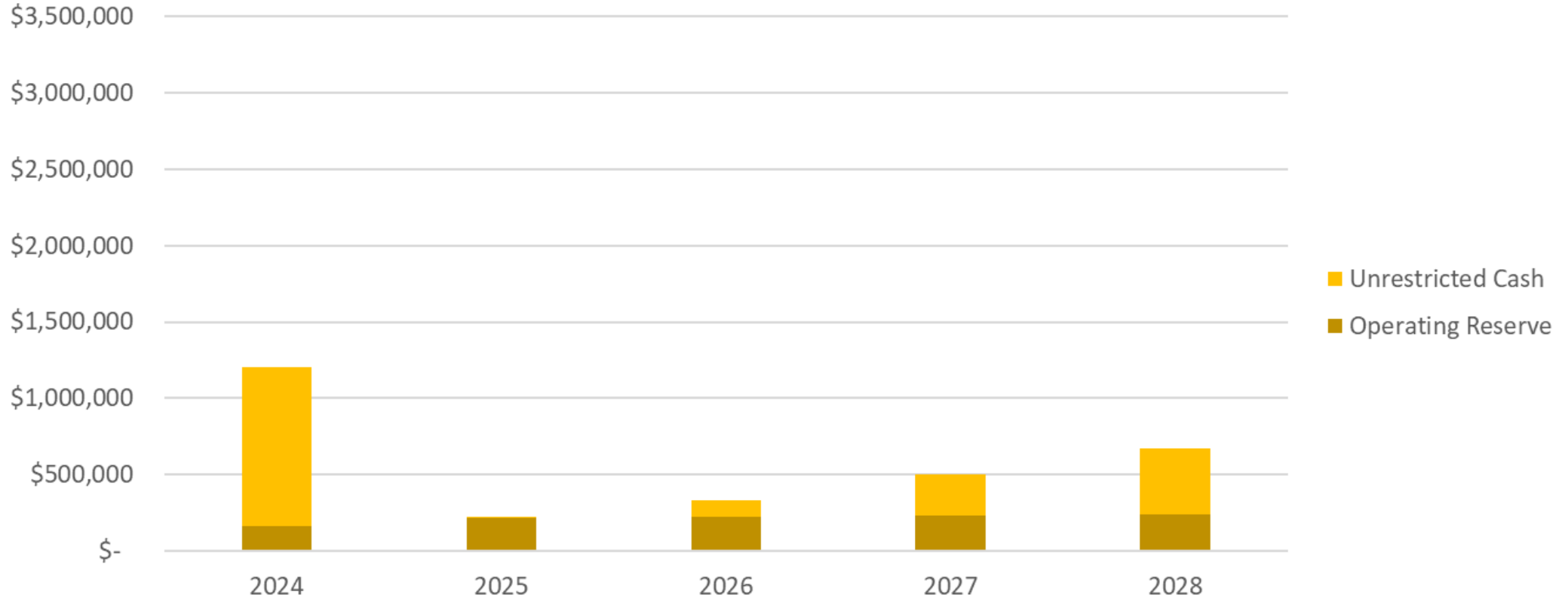
SOLID WASTE: ALTERNATIVE 2 RATE SCHEDULE

		2025	2026	2027	2028	2029
Customer	Existing Rate	26%	10%	8%	3% (CPI)	3% (CPI)
Dumpster Lease	\$30	\$38	\$42	\$45	\$46	\$48
Commercial Pick-Up Service	\$25	\$32	\$35	\$37	\$39	\$40
Landfill Drop-Off Commercial	\$10	\$13	\$14	\$15	\$15	\$16
Residential Pick-Up Services	\$46	\$58	\$64	\$69	\$71	\$73
Residential Pick-Up Elder Service	\$23	\$29	\$32	\$34	\$35	\$37

SOLID WASTE FUND: ALTERNATIVE 2 CASH FLOW



SOLID WASTE FUND: ALTERNATIVE 2 CASH RESERVES

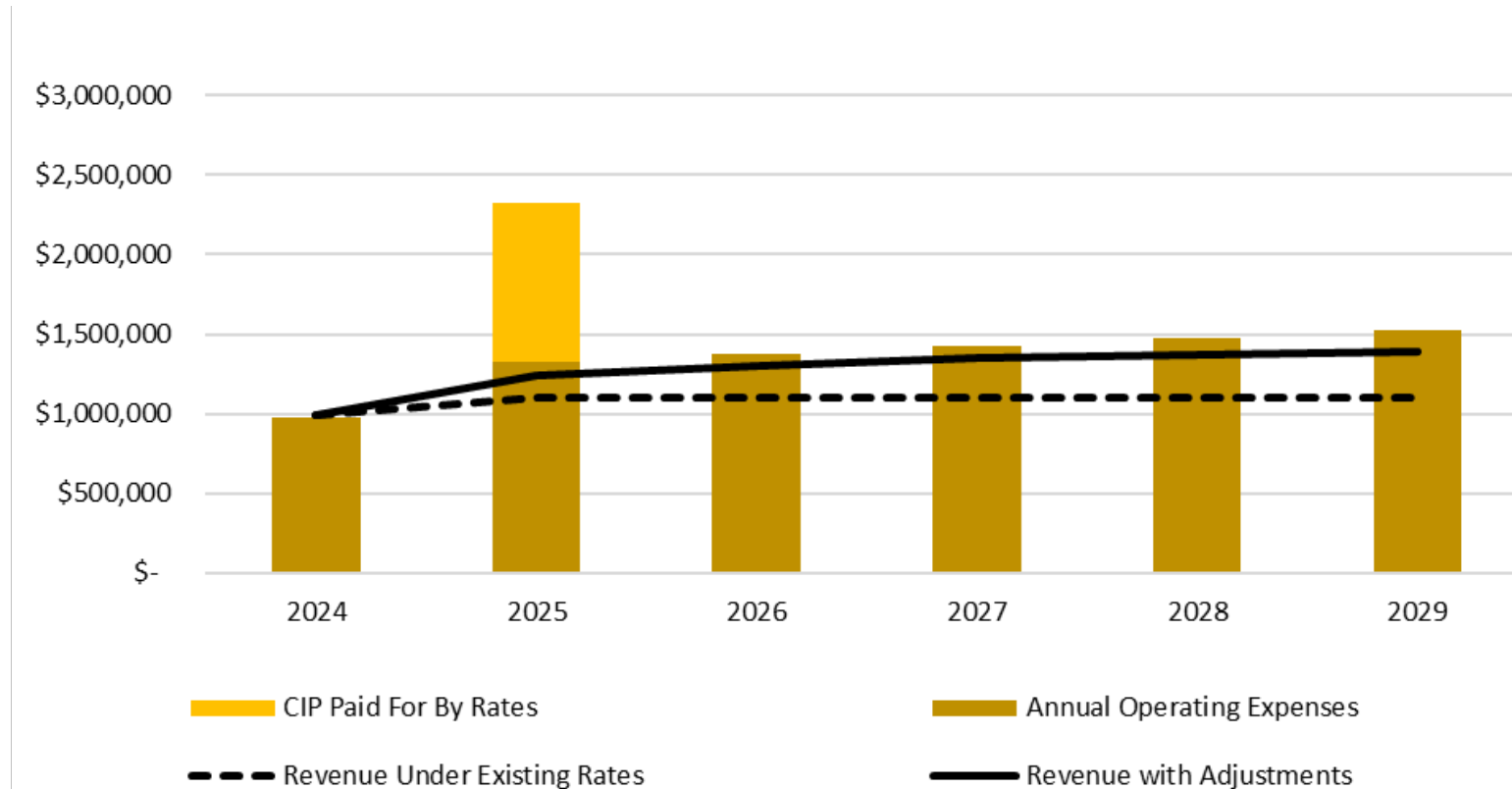


The City maintains an Operating Reserve of approximately \$225,000 in all years

SOLID WASTE FUND: ALTERNATIVE 3

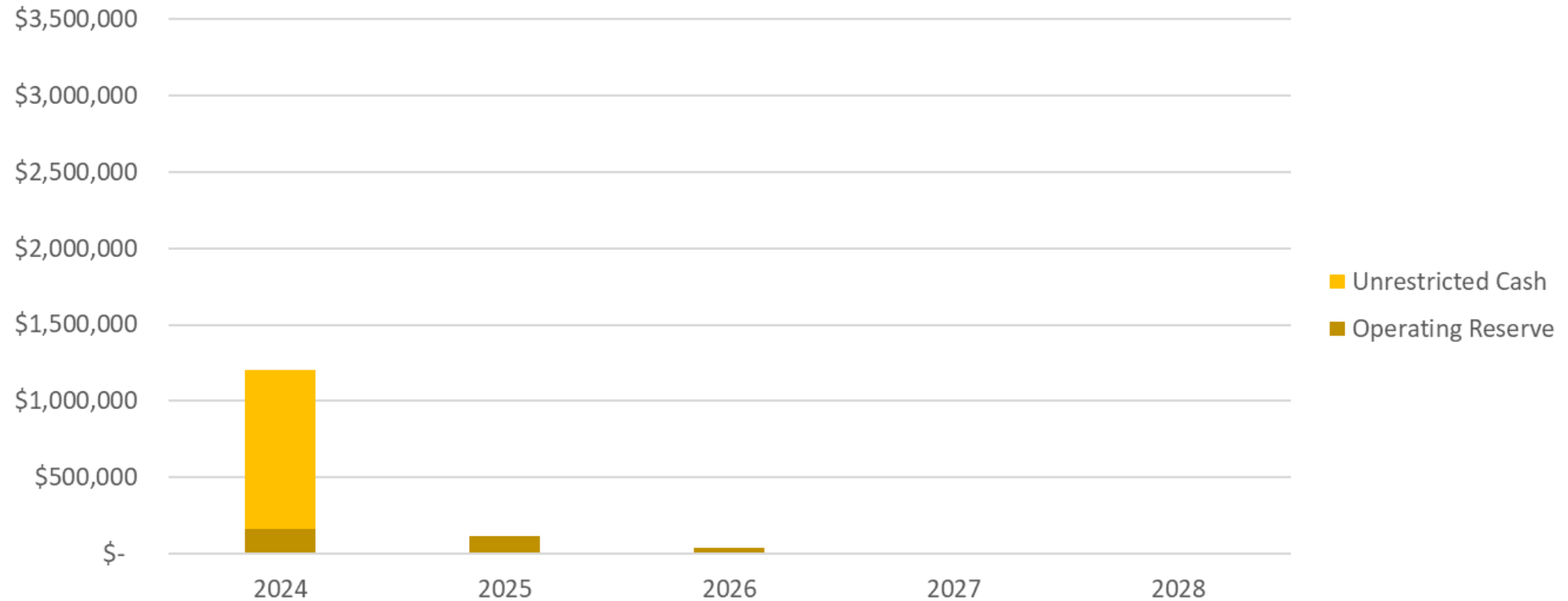
- Current Tipping Rate (i.e., drop-off rate) is low for AK
- What if we modified the Tipping Rate differently from the other customer rates?
- 2024 Baler Revenue was ~\$30k
- 2024 Residential Rate Revenue was ~\$350k
- Alternative adjusts all other rates at ½ of Alternative 2

SOLID WASTE FUND: ALTERNATIVE 3 CASH FLOW



Takeaway: Revenue increases are needed to fund capital project and annual operating expenses.

SOLID WASTE FUND: ALTERNATIVE 3 CASH RESERVES

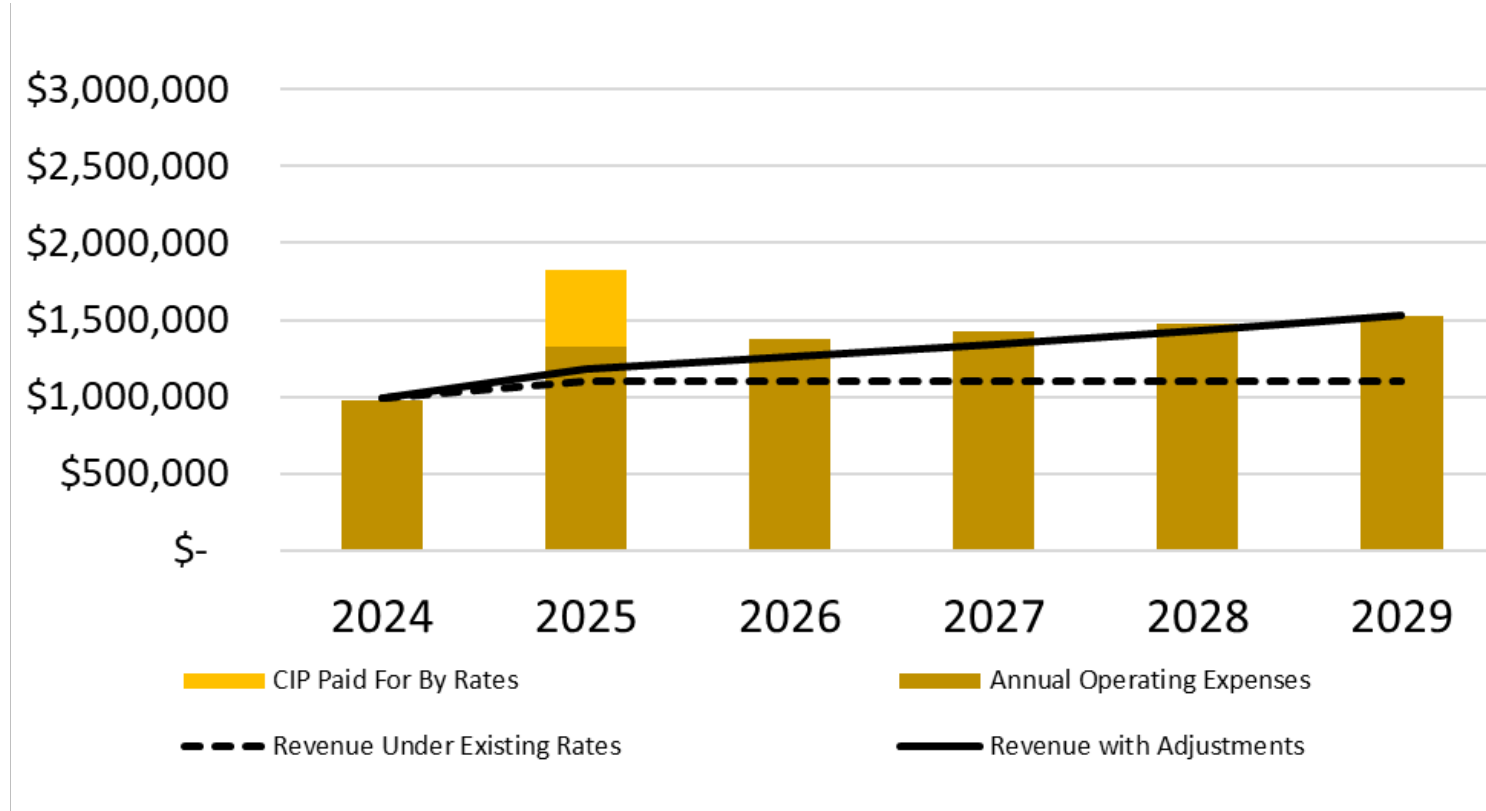


- Utility must raise rates or fund the Baler Facility Upgrade project with external revenue source.

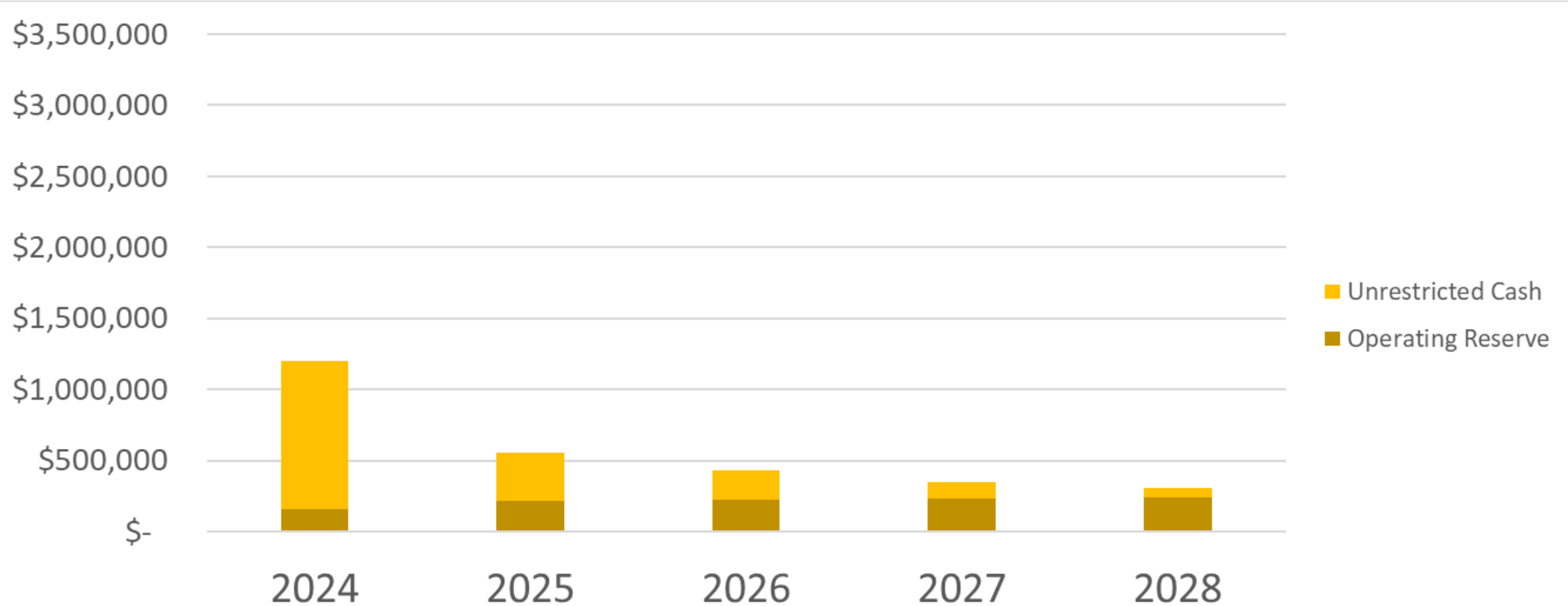
SOLID WASTE FUND: ALTERNATIVE 4

- 50% of Baler Facility funded from another source
- Same Tipping Rate as Alternative 3
- 7% rate increase compared to 14% (Alt 1) or 24% (Alt 2)

SOLID WASTE FUND: ALTERNATIVE 4 CASH FLOW



SOLID WASTE FUND: ALTERNATIVE 4 CASH RESERVES



Takeaway: Revenue increases are needed but at a much lower level if Baler Facility funding can come from a different source

SOLID WASTE ALTERNATIVE SUMMARY - 2025

	Dumpster Lease	Commercial Pick-Up Service	Landfill Drop-Off Commercial	Residential Pick-Up Services	Residential Pick-Up Elder Service
Current	\$30	\$25	\$10	\$46	\$23
Alternative 1	\$34	\$28	\$11	\$52	\$26
Alternative 2	\$38	\$32	\$13	\$58	\$29
Alternative 3	\$34	\$28	\$20	\$52	\$26
Alternative 4	\$32	\$27	\$20	\$49	\$25

2025 RECOMMENDATIONS

Water:
Alternative 1

2025	2026	2027	2028	2029
0%	0%	0%	0%	0%

Sewer:
Alternative 2

2025	2026	2027	2028	2029
19%	19%	12%	3.7% (CPI)	3.7% (CPI)

Solid Waste:
Alternative 4

2025	2026	2027	2028	2029
7%	7%	7%	7%	5%

AFFORDABILITY

Kotzebue MHI = \$101,071

Source	US EPA	ADEC	VSWP
Affordability (% of MHI)	4.5%	5%	See Matrix for Medium Burden
Annual Cost to Customers	\$4,548	\$5,054	\$2,616
Monthly Cost to Customers	\$379	\$421	\$218

AFFORDABILITY CONTINUED

Affordability Framework of the Village Safe Water Program (VSWP):

- **FCI Score** of 2.3 (Medium Burden) based on socioeconomic indicators such as households on SNAP, households below the poverty level, and the amount of working age adults with full time jobs.
- **RI Score** is 2.8% (Medium Burden) based on the percent burden on the lowest income, second lowest income, and middle income.
- **Existing Rates** are considered a medium burden
- **Proposed Rates** remains within the medium burden classification

The Affordability Framework

		Residential Indicator		
		Low Burden > 0% to ≤ 2%	Medium Burden > 2% to ≤ 5%	High Burden > 5%
Financial Capability Indicator	Strong > 2.5 to ≤ 3.0	Low Burden	Low Burden	Medium Burden
	Mid-Range > 1.5 to ≤ 2.5	Low Burden	Medium Burden	High Burden
	Weak ≥ 1.0 to ≤ 1.5	Medium Burden	High Burden	High Burden

COMBINED WATER AND SEWER RESIDENTIAL RATES

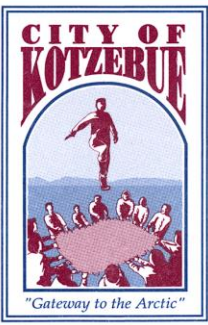
Fund	Existing	2025 Proposed
Water	\$ 101.46	\$ 101.00
Sewer	\$ 57.18	\$ 68.00
Combined	\$ 158.64	\$ 169.00

COMBINED WATER AND SEWER RATE COMPARISON (2020 DATA)

Utilities	Monthly Fees
Port Alsworth	\$ 479
Naknek	\$ 392
Sterling	\$ 355
Tazlina	\$ 316
Bethel	\$ 247
Nome	\$ 204
Utqiagvik	\$ 187
Kotzebue	\$ 169

THANK YOU...

Any Questions? Comments?



**CITY OF KOTZEBUE
RESOLUTION NO. 25-06**

A RESOLUTION OF THE CITY COUNCIL OF KOTZEBUE AWARDING THE ENGINEERING SERVICES CONTRACT FOR CAPITAL PROJECT MANAGEMENT FOR THE PERIOD OF JANUARY 1, 2025-DECEMBER 31, 2027 TO DOWL ENGINEERING (“DOWL”)

WHEREAS, the City of Kotzebue issued a Request for Proposals (“RFP”) for Engineering Services for Capital Project Management for the three-year period January 1, 2025 to December 31, 2027;

WHEREAS, the City of Kotzebue received proposals from qualified engineering firms in response to the RFP, which closed on December 31, 2024, at 5:00 PM AKST;

WHEREAS, the City Council of Kotzebue, in consultation with the City Administration, evaluated the proposals based on the criteria outlined in the RFP, including the technical approach, experience and qualifications, firm profile, cost competitiveness, project timeline, and references;

WHEREAS, after a thorough review of the proposals, the City Council determined that DOWL best meets the qualifications and requirements outlined in the RFP and is the most capable of providing the engineering services necessary for the management and oversight of the City of Kotzebue's infrastructure and capital projects;

WHEREAS, DOWL demonstrated substantial experience in rural Alaska infrastructure projects and has proven success in managing grant-funded capital projects, including expertise in cold-climate engineering, rural utility management, and compliance with federal, state, and local regulations;

WHEREAS, the City of Kotzebue recognizes the importance of ensuring successful, timely, and on-budget completion of key infrastructure projects, including but not limited to washeteria development, water treatment plant upgrades, and sewer and water main improvements;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Kotzebue hereby awards the engineering services contract for capital project management to DOWL for the period of January 1, 2025 through December 31, 2027, subject to annual performance reviews and annual budgeting by the City Council and that the City Manager, Acting City Manager or his/her designee is authorized to execute the contract with DOWL, and to take all necessary actions to implement the terms of the contract.

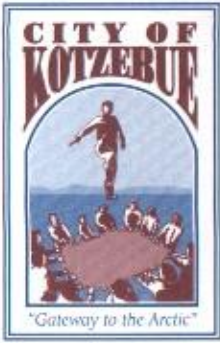
PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 6th day of February, 2025.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

ATTEST:

Paeton Schaeffer- City Clerk



**CITY OF KOTZEBUE
RESOLUTION NO. 25-07**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER AND/OR HER/HIS DESIGNEE TO FINALIZE AND PUBLISH/DISTRIBUTE AN RFP FOR BANKING SERVICES FOR THE CITY OF KOTZEBUE.

WHEREAS, the City of Kotzebue needs to solicit a bank or credit union to provide comprehensive banking-type services including, but not limited to operating/demand deposits, payroll/ACH, interest checking, wire transfers, credit cards, CDs, corporate travel and credit/debit cards and investment accounts (i.e., Capital Equipment Replacement Fund, etc.);

WHEREAS, the City of Kotzebue will review the responses to this particular RFP and select the bank or credit union proposal that is in the best interests of the City of Kotzebue following Kotzebue Municipal Code, Chapter 3.16; and,

WHEREAS, the City Manager, Acting City Manager and/or his/her designee shall work with the Finance Director, Assistant Public Works Director and City Attorney to develop, finalize and publish/distribute an appropriate RFP to solicit responses for establishing a banking service relationship with the City of Kotzebue.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue authorizes the City Manager, Acting City Manager and/or her/his designee as set forth above to finalize and publish/distribute an RFP for banking services for the City of Kotzebue.

//
//
//
//
//

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 6th day of February, 2025.

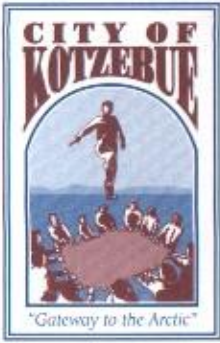
CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk



**CITY OF KOTZEBUE
RESOLUTION NO. 25-08**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE AUTHORIZING THE CITY MANAGER, ACTING CITY MANAGER OR HIS/HER DESIGNEEE TO EXECUTE AN AGREEMENT FOR THE AHFC FRONTIER HOUSING DEVELOPMENT PROJECT IN KOTZEBUE BETWEEN KIC AND THE CITY OF KOTZEBUE.

WHEREAS, KIC through an RFP process was selected for the AHFC Frontier Housing Development Project in Kotzebue;

WHEREAS, the responsibilities for this Project need to be defined for the City, KIC and AHFC. AHFC has a separate Agreement with the City, but the City and KIC need to have any Agreement defining their respective responsibilities for this important Project; and,

WHEREAS, defining these responsibilities between the City and KIC in advance of the commencement of this much needed Project will allow the KIC to proceed with the orderly construction of these housing units in Kotzebue.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue authorizes the City Manager, Acting City Manager or his/her designee working with the Public Works Director/Acting Public Works Director, City Planner and City Attorney to develop and execute an Agreement for the AHFC Frontier Housing Development Project in Kotzebue between KIC and the City of Kotzebue.

//
//
//
//
//
//
//
//
//
//

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 6th day of February, 2025.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk



**CITY OF KOTZEBUE
RESOLUTION NO. 25-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KOTZEBUE
APPROVING THE ALASKA MARINE LINES (“AML”) TRANSPORTATION
AGREEMENT FOR CY2025.**

WHEREAS, the City of Kotzebue (“City”) has used Alaska Marine Lines (“AML”) for many years for its barge needs;

WHEREAS, the City spends several hundred thousand dollars each year with AML for its barge needs;

WHEREAS, the City needs to continue using AML barging services for CY2025; and,

WHEREAS, AML requires a Transportation Agreement for CY2025 as set forth in Exhibit “A” to use its 2025 Sailing Schedule to Western Alaska as set forth in Exhibit “B” attached hereto.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue accepts the AML Transportation Agreement for CY 2025 and authorizes the Acting City Manager or his designee to sign the AML Transportation Agreement for CY2025 hereto as Exhibit “A”.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 6th day of February 2025.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk

Attachments: AML CY 2025 Transportation Agreement [4 pages]
AML 2025 Sailing Schedule to Western Alaska [1 page]



Section X, Item d)
ALASKA MARINE LINES
5615 W. Marginal Way S.W.
Seattle, WA 98124
(800) 950-4265

TRANSPORTATION AGREEMENT (MOTOR-WATER CARRIER) 2025-146

- Basic Agreement:** Alaska Marine Lines, Inc. (Carrier) and City of Kotzebue (Shipper) agree to the rates and terms of service set forth on Attachment(s) A and B hereto, and pursuant to 49 U.S.C. § 14101 (b) expressly waive any other rates and terms of service (including rights and remedies) which may be to the contrary.
- Authority:** The individual executing this agreement for Shipper represents and warrants that he/she is authorized to execute this agreement for Shipper as well as the owner, consignee and all other persons/entities claiming by, through or with respect to the goods.
- Governing Law:** This agreement shall be governed by the general maritime law of the United States to the extent applicable and otherwise by the laws of the state of Washington. The parties submit to the exclusive jurisdiction of the U.S. District Court located in Seattle, Washington with respect to any litigation arising out of this agreement, with the substantially prevailing party entitled to recover its reasonable legal fees and costs.
- Execution:** This agreement is not effective unless it is signed by both parties. This agreement may be executed in counterparts; either by facsimile or original signature, with each counterpart deemed an original and all counterparts constituting the same agreement whether or not the signatures of both parties appear on any single counterpart.
- Integration:** Attachment(s) A and B as well as Carrier's Surface Transportation Board tariff (available at www.lynden.com/aml/100terms.htm) and the bill of lading published therein, which shall be deemed to have been issued, are fully incorporated into this agreement by reference; in the event of any conflict, the terms and conditions of this agreement and Attachment(s) A and B shall prevail over those of Carrier's tariff or bill of lading. This constitutes the entire agreement between the parties, and shall supersede all previous and contemporaneous communications or agreements whether oral or written. No modification of this agreement shall be effective unless signed by both parties.
- Assignment:** Neither party may assign this Contract, or any right hereunder, without the consent of the other party. Such consent may be withheld at the sole discretion of the non-assigning party.
- Method of Payment:** The rates and terms of service contained herein are specifically negotiated to include payment by ACH, wire transfer or check only. Credit card payment will not be accepted. When shipper requires that Carrier utilize a third party payment service for billing or collecting payment, Carrier will bill and Shipper will pay any and all fees as well as the charges for Carrier's data entry services as listed in AKMR 100, series, Item 895. Unless otherwise specified in this agreement, credit terms are as published in AKMR 100, series, item 720.
- Confidentiality:** Parties agree that the rates and terms agreed to in this contract are confidential and shall not be divulged to outside parties.
- Electronic Storage:** The parties intend to allow for the electronic imaging and storage of this agreement, and the admissibility into evidence of such an image in lieu of the original paper version of this agreement. The parties stipulate that any computer printout of any such image of this Agreement shall be considered to be an "original" under the applicable court or arbitral rules of evidence when maintained in the normal course of business and shall be admissible as between the parties to the same extent and under the same conditions as other business records maintained in paper or hard copy form. The parties agree not to contest, in any proceeding involving the parties in any judicial or other forum, the admissibility, validity, or enforceability of any image of this agreement because of the fact that such image was stored or handled in electronic form.

Dated this 2nd of January 2025

Carrier:

ALASKA MARINE LINES, INC.

Authorized Signature

Margretta Grace - Director of Pricing

Printed Name and Title

Shipper:

City of Kotzebue

Authorized Signature

Russ Ferguson - Acting City Manager

Printed Name and Title



Section X, Item d)
 ALASKA MARINE LINES
 5615 W. Marginal Way S.W.
 Seattle, WA 98124
 (800) 950-4265

TRANSPORTATION AGREEMENT 2025-146, ATTACHMENT A
Rates and terms of service

ACCOUNT: City of Kotzebue	
PORT OF LOADING: SEA/ANC	PORT OF DISCHARGE: KOT
COMMODITY	RATE
BEER & WINE	
LCL	53.29
LCL (Min. 10,000 Lbs.)	42.25
20' Shipper Load & Count Container (Min. 40,000 lbs)	31.27
LIQUOR	
LCL	53.29
LCL (Min. 10,000 Lbs.)	42.25
20' Shipper Load & Count Container (Min. 40,000 lbs)	31.27

AGREEMENT TERMS

- NOTE 1. APPLICATION OF RATES. Unless otherwise specified, rates are in dollars and cents per one hundred pounds (cwt), subject to minimum weight as shown.
- NOTE 2. CONSOLIDATION. Except as otherwise specified in this Agreement, rates do not include consolidation services. Upon request, consolidation can be provided as follows:
- | | | |
|----------------|------------------|-----------------|
| <u>EQ Size</u> | <u>Container</u> | <u>Platform</u> |
| 20' | \$401.00 | \$583.00 |
- Rates are subject to an additional per bill of lading charge of \$38.00.
- NOTE 4. FUEL RELATED SURCHARGE. Rates are subject to the Ocean (FRSC) and Inland (IFSC) Fuel Related Surcharges in effect in Carrier's Surface Transportation Board tariff on date of shipment.
- NOTE 5. GENERAL RATE INCREASE. Except as otherwise noted, the rates and charges agreed to in this contract shall be protected from any General Rate Increase for the duration of the contract term.
- NOTE 6. GOODS NOT COVERED. Please contact your salesperson for a quote on commodities and/or ports not shown in this Agreement.
- NOTE 7. LOSS/DAMAGE TO GOODS. Carrier's liability shall be limited as outlined in Alaska Marine Lines' STB AKMR RULES TARIFF 100, series (available online at www.lynden.com); cargo valued at \$75,000 or greater will be assessed an additional charge of 2% of the total value as declared on the bill of lading.
- NOTE 8. PACKAGING. Material must be packaged in accordance with Carrier's packaging specifications. Carrier's packaging specifications are required for Carrier handling purposes only, and do not warrant protection of the product from damage due to insufficient packaging or the inherent nature of the product. Shipper is required to package sufficiently to protect cargo for open ocean transport on the deck of Carrier's marine equipment
- NOTE 9. PAYMENT. Subject to approval of credit, full payment must be made within 30 days from the date of the Carrier's invoice, unless other arrangements have been made.
- NOTE 10. SCOPE of SERVICE. Rates are dock to dock only. Upon request, Carrier will provide trucking services as per charges listed in Carrier's applicable tariff(s).
- NOTE 11. TERM. The term begins on January 1, 2025 and terminates October 31, 2025.
- NOTE 12. TRANSFER of LADING. Rates denoted with (T) include transfer of lading only for cargo suitable for direct transfer to or from Carrier's equipment by forklift. Shipments requiring sorting, segregation, banding or unitizing shall be subject to charges set forth in Carrier's tariff. Carrier will transfer cargo in a manner which will utilize equipment weight and volume capacity in a reasonably efficient manner, but will not be responsible for the inability to meet any specified weight expectations per container or platform. Transfer for all other cargo will be rated as follows; rates are per piece of equipment and are not subject to fuel surcharge.

TRANSPORTATION AGREEMENT 2025-146, ATTACHMENT A

Section X, Item d)

Rates and terms of service

AGREEMENT TERMS

<u>EQ size</u>	<u>Container</u>	<u>Platform</u>
20'	\$313.00	\$457.00

NOTE 14. VOLUME. Shipper agrees that the rates, terms and conditions set forth in this agreement are predicated upon shipping one hundred percent (100%) of its barge cargo with Carrier.

NOTE 15. WHARFAGE and HANDLING. Except as otherwise provided, rates include Alaska wharfage and handling charges. Provided, any increase in expense implemented by an Alaska port authority and levied against certain cargoes after the beginning term of this Agreement shall be passed onto Shipper as an additional charge.



Section X, Item d)

ALASKA MARINE LINES
 5615 W. Marginal Way S.W.
 Seattle, WA 98124
 (800) 950-4265

TRANSPORTATION AGREEMENT 2025-146, ATTACHMENT B
Rates and terms of service

ACCOUNT: **City of Kotzebue**

Equipment Demurrage Rates

Carrier's equipment must be empty and returned to Carrier within the allotted free days, including Saturdays, Sundays and holidays.

Ports:	Containers & Platforms	Chassis
Bethel, Dillingham, Kotzebue, Naknek & Nome:	30 days	48 hours
All other Western Alaska ports:	45 days	48 hours
Seattle:	10 days	10 days

Free time begins on the first 7:00 AM after barge arrival at the destination port.

Demurrage charges for detained equipment will be charged according to the charges named below and shall accrue continuously until the equipment is returned. Following the initial removal of the equipment from Carrier's possession, the Consignee and Bill-To-Party shall be jointly and severally liable and responsible for maintaining the possession and condition of the equipment until returned to Carrier. Rates are for equipment use only and do not provide for storage at Carrier's terminals.

Type	Length	Type	Rate per Day
Container	20'	Dry	\$10.00
	24'	Dry	\$12.00
	40'	Dry	\$13.00
	20'	Half-high	\$29.00
	20'	Reefer	\$45.00
	40'	Reefer	\$45.00
Platform / Post Platform	20'	Platform	\$10.00
	24'	Platform	\$12.00
	40'	Platform	\$13.00
Tank	20'	ISO/IMO Tank	\$57.00
	20'	Bulk Pneumatic	\$57.00
Chassis	20', 24', 40'	2, 3 Axle	\$17.00
	20', 24', 40'	4 Axle	\$34.00
	20', 24', 40'	5 Axle	\$49.00



2025 SAILING SCHEDULE TO WESTERN ALASKA

From Seattle and Anchorage

Section X, Item d)

VOYAGES	W5001	W5002	W5003A	W5003B	W5004	W5005	W5006	W5007A	W5007B ARCTIC	W5008A	W5008B	W5009		
Seattle Cutoff	Mar 24	Mar 31	Apr 21	May 5	Apr 28 Fishermen's LCL gear deadline Apr 25	May 19	June 2	June 16	June 23	July 21	July 28	Sep 2 Tuesday due to holiday		
Seattle Departure	Mar 28	Apr 4	Apr 25	May 9	May 2	May 23	June 6	June 20	June 27	July 25	Aug 1	Sep 5		
Anchorage Cutoff	No service from Anchorage	Apr 10	May 1	May 15	No service from Anchorage (see W5003B)	May 29	June 12	June 26	July 3	July 31	Aug 7	Sep 11		
SEATTLE TERMINAL 6110 W Marginal Way SW Seattle, WA 98106 ANCHORAGE 660 Western Drive Anchorage, AK 99501 phone: (907) 770-4053 fax: (907) 272-8152 BETHEL phone: (907) 543-4649 NAKNEK/DILLINGHAM phone: (907) 246-6667 NOME/KOTZEBUE phone: (907) 443-5738	PORTS OF CALL	Dillingham (f) Naknek (f) <small>(f) Freeze cargo and herring supplies are priority</small>	Dillingham Dutch Harbor Naknek	Bethel Dutch Harbor	Dillingham (a) Dutch Harbor Naknek (a) Nome <small>(a) Service from Anchorage only</small>	Dillingham Naknek	Bethel Dillingham Dutch Harbor Naknek	Bethel Dillingham Dutch Harbor Naknek Nome	Dutch Harbor Nome	Dutch Harbor Kotzebue Naknek Nome	Bethel Dillingham Dutch Harbor	Bethel Dillingham Dutch Harbor Naknek Nome		
		Bristol Bay Villages A (f)	Bristol Bay Villages A, B		Bristol Bay Villages A (a)	Bristol Bay Villages A	Bristol Bay Villages A	Bristol Bay Villages A	Bristol Bay Villages A, B					
				Coastal Villages									Coastal Villages	
				Kuskokwim Villages A, B, C, D						Kuskokwim Villages A, C, D			Kuskokwim Villages A, B	
					Norton Sound Villages A, B						Arctic Villages	Norton Sound Villages B	Norton Sound Villages A	
			Lower Yukon River Villages					Kotzebue Sound Villages			Lower Yukon River Villages			

Dutch Harbor/Kodiak Schedule			
	Seattle Cutoff	Seattle Departure	Ports
D5001	Jan 20	Jan 24	Dutch Harbor, Kodiak
D5002	Feb 3	Feb 7	Dutch Harbor, Kodiak
D5003	Feb 17	Feb 21	Dutch Harbor, Kodiak
D5004	Mar 3	Mar 7	Dutch Harbor, Kodiak
D5005	Mar 17	Mar 21	Dutch Harbor, Kodiak
D5006	Jun 23	Jun 27	Dutch Harbor, Kodiak
D5007	Jul 14	Jul 18	Dutch Harbor, Kodiak
D5008	Aug 4	Aug 8	Dutch Harbor, Kodiak
D5009	Aug 25	Aug 29	Dutch Harbor, Kodiak

Arctic Villages	Bristol Bay Villages		Coastal Villages		Kotzebue Sound Villages	Kuskokwim River Villages				Norton Sound Villages		Lower Yukon River Villages
Barrow (Utqiagvik)	A	B	Chefornek	Mertarvik	Buckland	A	B	C	D*	A	B	Alakanuk
Kaktovik	Big Creek	Egegik	Chevak	Nightmute	Deering	Akiachak	Eek	Atmaultluk	Chuathbaluk	Brevig Mission	Gambell	Emmonak
Point Hope	Ekuk	South Naknek	Goodnews Bay	Platinum	Kiana	Akiak	Napakiak	Kasigluk	Crooked Creek	Elim	Savoonga	Kotlik
Point Lay	Togiak Fish	Togiak Naknek	Hooper Bay	Quinhagak	Kivalina	Aniak	Napaskiak	Nunapitchuk	Napaimuit	Golovin		Mountain Village
Prudhoe Bay		Togiak Village	Kipnuk	Scammon Bay	Noorvik	Kalskag	Oscarville	Tuluksak	Red Devil	Koyuk		Nunam Iqua
Wainwright			Kongiganak	Toksook Bay	Selawik	Kwethluk	Tuntutuliak		Sleetmute	Shaktoolik		Pilot Station
			Kwigillingok	Tununak	Shishmaref				Stony River	St. Michael		St. Mary's
			Mekoryuk							Stebbins		
										Tin City		
										Unalakleet		

For more information and booking: (800) 426-3113 or (206) 763-3000 | cswakhi@lynden.com | shipaml.com
 Project freight for communities not scheduled will be considered on an inducement basis. Village service is subject to water level and freight volume considerations. Please visit our website for the latest updates.



Seattle Receiving Guide

For all cargo shipping to **Western Alaska**

Ready to ship? Follow these easy steps:

Step 1: Required for all shipments– Fill out an AML Bill of Lading (BOL) on our [website](#) or scan the QR code.



Step 2: Required for all shipments – Book your shipment by [submitting our form](#) or [contact us](#).

Step 3: Drop off your shipment at our [Seattle Terminal 115](#) – 6110 W Marginal Way SW, Seattle, WA 98106

Step 4: Please see Important Reminders section for types of shipments that require an appointment.

Customer Service

Phone: 800-426-3113

Email: cswakhi@lynden.com

Terminal Hours of Operation

Mon–Fri: 7 am – 5 pm (*final warehouse receiving at 4:30pm*)

(SLC or Breakbulk cargo accepted until 5pm)

Sat–Sun: Closed

Tips to reduce wait times for Western Alaska cargo!

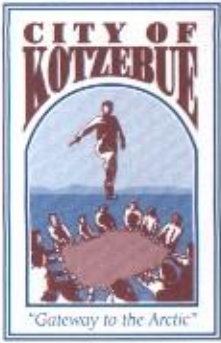
- Have your booking number and a completed AML Bill of Lading (BOL) ready when you arrive!
- Shipments can be dropped off **as early as 30 days** prior to voyage departure date. We recommend dropping your shipment off early, if possible.
- Our busiest days are Monday – Wednesday, typically from 7 am to 1 pm. We suggest delivering your cargo on Thursdays and Fridays.

Important Reminders:

- Smaller (LCL) shipments can be delivered any time during regular business hours.
- Dry Vans or Containers with loads of 10 or more pallets, and Full Container Load (FCL) transfers/transloads, will require an appointment. Please contact our warehouse receiving group at warehouseceiving@lynden.com or 206-892-2686 to schedule.
- Breakbulk, flatbed loads (palletized or loose) and Shipper Loaded Container (SLC) are first come, first served during regular business hours.
- Oversized loads or loads requiring a crane will need an appointment. Please contact our breakbulk receiving group at bbreceiving@lynden.com or 206-892-2633 to schedule.
- Unless you have established credit with AML, prepayment is required to transport your cargo. Please pay in advance, or in-person when dropping off your shipment.



Temperature-Controlled Cargo: FCL/LCL frozen cargo is *only accepted on the first northbound voyage* of the season and must be noted on the BOL. We accept frozen cargo as early as 2 weeks prior to cutoff. Chill or KFF cargo is not offered on any northbound sailings to Western Alaska.



**CITY OF KOTZEBUE
RESOLUTION NO. 25-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
KOTZEBUE SETTING THE CALENDAR YEAR 2025 HOLIDAY
SCHEDULE *NUNC PRO TUNC* FOR THE CITY OF KOTZEBUE.**

WHEREAS, the City Council normally sets the City’s Holiday Schedule at its annual Budget Retreat for the forthcoming calendar year, but did not do so this time;

WHEREAS, the City’s Personnel Policy Manual (“PPM”) sets parameters for the annual City Holiday Schedule; and,

WHEREAS, the City Council has reviewed the attached proposed 2025 Holiday Schedule and the applicable PPM section for City Holidays.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Kotzebue adopts *nunc pro tunc* the 2025 Holiday Schedule attached hereto as Exhibit “A” and incorporated by reference herein.

PASSED AND APPROVED by a duly constituted quorum of the City Council of the City of Kotzebue, Alaska, this 7th day of January, 2025.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk

Attachment: Exhibit A – 2025 Holiday Schedule for the City of Kotzebue [1 page]

2025 Holiday Schedule

Pursuant to the Kotzebue Personnel Policy Manual 5.10 and Resolution 25-10

New Years Day	Wednesday, January 1
Martin Luther King Birthday/ Della Keats Day	Monday, January 20
Presidents Day	Monday, February 17
Memorial Day	Monday, May 26
Juneteenth	Thursday, June 19
Independence Day	Friday, July 4
Labor Day	Monday, September 1
Indigenous Peoples Day/ City of Kotzebue Incorporation Day	Monday, October 13
Veterans Day	Tuesday, November 11
Thanksgiving	Thursday, November 27 Friday, November 28
Christmas	Thursday, December 25 Friday, December 26



+

**CITY OF KOTZEBUE, ALASKA
ORDINANCE NO. 25-01**

ENTITLED: "A NON-CODE ORDINANCE ADOPTING A FEE SCHEDULE FOR THE CITY OF KOTZEBUE, ALASKA FOR THE CALENDAR YEAR 2025"

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF KOTZEBUE, ALASKA:

- Section 1.** As part of the annual budgeting process the City Council of the City of Kotzebue usually adopts a Fee Schedule for the following Calendar Year.
- Section 2.** The City Council was unable to hold its usual two-day Budget Retreat in Kotzebue in October due to exigent circumstances.
- Section 3.** This CY2025 Fee Schedule is delayed due to the need for a CY2025 Budget Retreat which was held January 6/7, 2025.
- Section 4.** A CY2025 Fee Schedule as a place-holder fee schedule based upon and mimicking the City’s CY2024 Fee Schedule was introduced as Non-Code Ordinance No. 24-09 on December 5, 2024 for a First Reading, but no Second Reading/Public Hearing was ever scheduled. Therefore, Ordinance 24-09 is hereby withdrawn and in its stead is this Ordinance 25-01 with Exhibit “A” the Fee Schedule for CY2025.
- Section 5.** Pursuant to the Kotzebue Municipal Code, Section 1.12.030 this Ordinance fee schedule for CY2025 shall become effective upon passage of this Ordinance 25-01.

ENACTED this 20th day of February, 2025.

CITY OF KOTZEBUE

Derek Haviland-Lie, Mayor

[SEAL]

ATTEST:

Paeton Schaeffer, City Clerk

ATTESTATION: I, Paeton Schaeffer, City Clerk for the City of Kotzebue, hereby attest that the above Ordinance, No. 25-01 was duly presented to the Kotzebue City Council, duly published and that a valid public hearing was held and that it was duly enacted on February 20, 2025.

Initially Published/Posted:	January 31, 2025
Introduction:	February 6, 2025
Republished/Reposted:	February 14, 2025
First Public Hearing:	February 20, 2025
Passage:	February 20, 2025

Attachment: Exhibit "A" -- CY2025 Fee Schedule [3 pages]

Administration			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Business License	January – December	55.00	
Business License Reprint	January – December	15.00	
Late Filing Fee	After January 1st	30.00	Monthly
Failure to Display	January – December	30.00	
Special Event License	January – December	30.00	Each Event
Chauffeur Permit	January 1-December 31		
Operator Only		55.00	Fee Per Permittee
Taxicab/Food Delivery Permit	January 1- December 31	110.00	Per Vehicle (Required: Operator Information and Proof of Insurance)
Sales Tax Rate		6.0%	
Tobacco License Fee	January 1-December 31	535.00	
Marijuana License Fee	January 1-December 31	535.00	
Copy and/or Fax	Per Page	0.30	
Map	Each	35.00	
Notary	Each	10.00	
Non-Sufficient Funds (NSF)	Each	5.00	
Pin	Each	5.00	
Public Information			
Audio Recordings	Each	20.00	
Copies of Documents	Per Page	0.30	
Copies of Drawings	20.00 Admin Fee	Actual Cost	Actual Cost of Copy
Research/copying costs	20.00 Admin Fee	Actual Cost	Above five (5) hours

Package Store			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Non-Residential Permit	180 Days	50.00	
	90 Days	40.00	
	30 Days	30.00	
	10 Days	20.00	
Resident Permit New	One Year	60.00	New Applicants Only
Resident Permit Renewal	One Year	35.00	
Pick up Fee	Each	40.00	

Parks & Recreation – Fees			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Youth Center Facility Rental	1 Hour	55.00	Setup during Valid Period
	2 Hours	110.00	Setup during Valid Period
	4 Hours	215.00	Setup during Valid Period
	8 Hours	430.00	Setup during Valid Period
Facility Deposit	Each	100.00	Refundable Upon Completion of Clean-up
Tables Rentals	Up to 20	30.00	Per day
Tables Rentals	21 or More	55.00	Per day
Chairs Rentals	Up to 50	30.00	Per day
Chairs Rentals	51 or More	55.00	Per day
Bouncy House Rental	Per day	20.00	Per day
Armory Workout		5.00	Per Day
Armory Punch Card	10 Visits	40.00	
Armory Punch Card	21 Visits	80.00	
Ski Rentals	Per day	5.00	
Ski Equipment Deposit	Per day	10.00	Refundable Upon Return
Ice Skate Rentals	Per day	5.00	
Ice Skate Deposit	Per day	10.00	Refundable Upon Return
Winter Rental Punch Card	10 Rentals	25.00	Per Winter Season
Kayak Rentals Hourly	Per Hour	5.00	
Kayak Rentals 1/2 Day	6 Hours	15.00	
Kayak Rentals Full Day	12 Hours	25.00	
Kayak Rentals Weekend	48 Hours	45.00	2 Consecutive Days
Camping Fees	Season	110.00	
Camping Fees Elders	Season	55.00	

ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Public Works – Equipment & Snow Removal			
UNIT	VALID PERIOD	CY 25	COMMENTS
Vehicle Impound Fee (Tow to Impound)	Per Hour	235.00	
2001 Caterpillar 163-H Grader	Per Hour	240.00	
1989 Hitachi EX150 Excavator	Per Hour	240.00	
2010 Hitachi EX225 Excavator	Per Hour	275.00	
1993 Ingersoll-Rand Genset 185	Per Hour	110.00	
1993 Ingersoll-Rand Compressor	Per Hour	110.00	
1983 Bomaq Roller (Compactor)	Per Hour	110.00	
Miller Welder	Per Hour	80.00	
2004 Trailer craft Hopper Spreader	Per Hour	80.00	
Tow Master Low Boy	Per Hour	215.00	
2008 Komatsu D-65EX-15EO Dozer	Per Hour	295.00	
2010 International Dump Truck	Per Hour	150.00	
2010 International Dump Truck	Per Hour	150.00	
2020 International Water Delivery Truck	Per Hour	110.00	
2016 Mack Water Truck	Per Hour	110.00	
2022 International Hydro Vac	Per Hour	270.00	
2002 Sterling Hydro Jet	Per Hour	215.00	
1993 Ford (red) Garbage Truck	Per Hour	160.00	
1995 Ford (white) Garbage Truck	Per Hour	160.00	
2000 International Flatbed	Per Hour	135.00	
2001 Volvo L150 Loader	Per Hour	375.00	
XXXX Volvo L110 Loader	Per Hour	250.00	
Video Camera	Per Hour	75.00	
Concrete Saw	Per Hour	80.00	
Jackhammer	Per Hour	65.00	
2017 Genie Telehandler	Per Hour	215.00	
2017 Komatsu Forklift	Per Hour	215.00	
Water Pumping	Per Day	200.00	
City Operator + Equipment	Actual Cost Per Hour + Cost Per Hour for Equipment + 100.00 Admin Fee	500.00	Actual Cost Per Hour + Cost Per Hour for Equipment + 100.00 Admin Fee
Public Works – Solid Waste			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Building Maintenance Labor	Per Hour	160.00	
Equipment Operator	Per Hour	160.00	
Mechanic Shop	Per Hour	160.00	
A & B Foam	Gallon	65.00	
Pipe Repair Band	Each	160.00	
Parts and Materials	50.00 Admin Fee	Actual Cost	50.00 Admin Fee
Refuse Service COMMERCIAL			
Bailer Drop off Commercial	Cubic Yard	20.00	
Landfill Drop-Off Commercial	Cubic Yard	15.00	
Improperly Positioned Containers Commercial	Each	35.00	
Improper Disposal Hazardous Waste Commercial	100.00 Admin Fee	Cost of Remediation	100.00 Admin Fee
Refuse Service RESIDENTIAL			
Container Purchase	Each	300.00	
Bailer Drop off Residential	Late/Blocked/Missed	10.00	Late/Blocked/Missed
Landfill Drop-Off Residential		10.00	
Non-Conforming Container Residential	Each Offense	15.00	
Improperly Positioned Containers	Each	15.00	
Garbage not Contained Properly	Each	15.00	
Improper Disposal Hazardous Waste	100.00 Admin Fee	Cost of Remediation	
Vehicle Disposal	Each	500.00	
Freon Removal Residential Only	Each	30.00	Added City Tax as a service
Construction & Demolition Waste	Cubic Yard	25.00	

ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Public Works – Water Wastewater			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Water Wastewater COMMERCIAL			
Honey Bucket Flat Rate		60.00	
Honey Bucket Senior Rate		30.00	
Other Charges			
Water Delivery	Per Trip	70.00	
Water Sales	Per Gallon	0.08	
Videotaping	Per Hour	160.00	
Hydro flushing Residential	Per Hour	215.00	
Hydro flushing Senior	Per Hour	107.50	
Hydro flushing Commercial	Per Hour	320.00	
Vacuum Septic Tank Commercial	Per Hour	265.00	
Mustang (Jetting)	Per Hour	250.00	
Porta Potty Rental	Plus per vaccum	160.00	Per Rental
Porta Potty Rental	Daily	20.00	Per Rental
Porta Potty Rental	Weekly	75.00	Per Rental
Porta Potty Rental	Monthly	300.00	Per Rental
Sewer Line Labor	Per Hour/1 Hour Minimum	135.00	1 Hour Minimum
Equipment Operator	Per Hour/1 Hour Minimum	135.00	1 Hour Minimum
Honey Bucket Clean-Up	Per Hour/1 Hour Minimum	250.00	1 Hour Minimum
Improper Container	Per Container	15.00	
Open Container	Per Container	10.00	
Water/Sewer Hook-up/Disconnect/Re- connect Fees			
New Connection Water	Each Occurrence	535.00	
New Connection Sewer	Each Occurrence	535.00	
Year Round with Arctic Box	Per Unit	110.00	
Residential Units (In gravel)	Per Unit	535.00	June 1- September 30
Residential (in pavement)	Per Unit	600.00	June 1- September 30 Plus Cost of Cold Patch
Commercial Including Multi-Unit Dwellings	Per Unit	645.00	June 1- September 30 Plus Cost of Cold Patch
Residential	Per Unit	430.00	October 1-May 31 Plus Cost of Cold Patch
Commercial Including Multi-Unit Dwellings	Per Unit	430.00	October 1-May 31 Plus Cost of Material + Labor

Residential A single dwelling or multi-unit up to a 5 plex
 Commercial Multi-unit Dwellings Multi-unit dwellings of a 6 Plex or more
 Commercial Any building or land intended to generate a profit either from capital gain or rental income

ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Planning			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Building Permit			
Application Fee	Each Occurrence	10.00	
\$0-\$100,000	Each Occurrence	0.015	X Price of Valuation
\$100,001-\$500,000	Each Occurrence	0.010	X Price of Valuation
\$500,001-\$1,000,000	Each Occurrence	0.008	X Price of Valuation
\$1,000,001-\$10,000,000	Each Occurrence	0.006	X Price of Valuation
Application Permit Late Fees	Per Day	15.00	
Flood Hazard Permit	Each Occurrence	30.00	
Moving Permit	Each Occurrence	55.00	\$500 Refundable Deposit
Permit to Excavate/Locate	Each Occurrence	55.00	
Application Fee		15.00	
Excavation Deposit		Bond for Contract Value plus 15%	Deposit returned upon Satisfactory Completion
Variance Application Regular Meeting	Per Application	200.00	Non-Refundable
Variance Application Special Meeting		300.00	
Major Subdivision Preliminary Plat		250.00	
Major Subdivision Final Plat		100.00	
Minor Subdivision Preliminary Plat		150.00	
Minor Subdivision Final Plat		100.00	
Alteration or Replat, including Vacation of Right-of-Way		150.00	
Minor Lot Consolidation and Exempted Replats		150.00	
Abbreviated Plats and Waivers		150.00	
Vacations of Property		200.00	
Special Use Permit Application Fee	Per Application	270.00	
Tideland Permit Application Fee	Per Application	320.00	
Tideland Fee	Per Use	1,605.00	
Connex Storage Fee	Per Connex/Per Month	500.00	
Fines			
Encroachment	Each	160.50	First Offense
Encroachment	Each	321.00	Second Offense
Encroachment	Each	481.50	Third Offense
ROW Infraction	Each	160.50	First Offense
ROW Infraction	Each	321.00	Second Offense
ROW Infraction	Each	160.50	Third Offense
Litter Violation	Each Offense	320.00	Plus cost of abatement
Hazardous/loathsome Materials	Each Offense	320.00	Plus cost of abatement

ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Police			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Fingerprints	Each Occurrence	50.00	
Police Reports	Each Copy	30.00	
Police Report Pictures	Each Copy	30.00	
Serve Court Summons/Serve Civil Papers	Each Occurrence	75.00	
Animal Control Fees			
Unattended Animals 1st Offense		100.00	
Unattended Animals 2nd Offense		150.00	
Unattended Animals 3rd Offense		200.00	
Annual Dog License	Per Animal	10.00	
Lifetime Dog License	Per Animal	110.00	
Pick up Fee (First Time)		55.00	
Pick up Fee (Additional)		15.00	
Impound Fee 1st Offense		110.00	
Impound Fee 2nd Offense		160.00	
Impound Fee 3rd Offense		210.00	
Kennel Fee	Per Day (maximum 3 days)	30.00	
Euthanasia and Disposal Fee	Per Animal	50.00	
Public Intoxication 1st Offense		250.00	
Public Intoxication 2nd Offense		325.00	
Public Intoxication 3rd Offense	3 rd Offense and every offense aft	535.00	
False Alarms			
First False Alarm	Per Business/Resident/Year	0.00	
Second False Alarm	Per Business/Resident/Year	200.00	
Third False Alarm	Per Business/Resident/Year	300.00	
Each False Alarm in Excess of Three	Per Business/Resident/Year	500.00	
Parking Fines	Per Violation	30.00	
Discharge Weapon in City limits	Per Violation	110.00	
Snow machine/ATV Minor Cited Violation Fines			
First Offense	Per Violation	30.00	
Second Offense	Per Violation	60.00	
Third Offense	Per Violation	85.00	
Each Offense in Excess of Three	Per Violation	110.00	
Fire			
ACTIVITY	VALID PERIOD	CY 25	COMMENTS
Ambulance		25.00	
Basic Life Support	Each Occurrence	1,375.00	
Advanced Life Support I	Each Occurrence	1,705.00	
Advanced Life Support II	Each Occurrence	1,925.00	
False Alarms			
First False Alarm	Per Business/Resident/Year	100.00	
Second False Alarm	Per Business/Resident/Year	200.00	
Third False Alarm	Per Business/Resident/Year	300.00	
Fourth False Alarm	Per Business/Resident/Year	400.00	
More Than 4 Responses to the same address	Per Occurrence	535.00	
Human Remains Transport		500.00	