

Sitka Tribe of Alaska

Tribal Government for Sitka, Alaska



Sheet'ka Kwaan Naa Kahidi Community House Building Rate Policy

1.0 Purpose

The purpose of this policy is to establish fair rates for use of the Sitka Tribe of Alaska's Sheet'ka Kwaan Naa Kahidi Community House.

2.0 Definitions

"Community House" means the Sheet'ka Kwaan Naa Kahidi Community House located at 200 Katlian Street, Sitka, Alaska.

"General Public" means any person or group that does not fall within any of the categories listed above.

"Holiday" means New Year's Day, Elizabeth Peratrovich Day, President's Day, Memorial Day, Fourth of July, Labor Day, National Indian Day, Alaska Day, Veterans Day, Thanksgiving Day, and Christmas Day.

3.0 Revision

<u>Date</u>	<u>Revised</u>	<u>Changes</u>	<u>Sections Affected</u>
5/19/04	New Policy		
2/17/21	Revised Policy	Rates	4.1
3/2/21	Further Revised	Rates	4.1

4.0 Policy

The Policy of the Sitka Tribe of Alaska is to charge rates for use of the Community House that are consistent and fair. The Community House has a unique status as a cultural treasure and provides a home for many of the religious, spiritual, social, and governmental functions of the Tribe. To maintain the Community House and ensure that the Tribe progresses toward full ownership of the building, the Tribe must adopt a consistent rate structure to generate revenue.

4.1 Rates

Rates vary depending on user groups and the type of event to be held at the Community House. Rates do not include applicable local sales tax.

Type of Rate	Rate Per Hour/Day	User Group/Type of Use
Basic Rates	\$60 per hour, 2 hr. minimum	General Public
Holiday Rate	\$70 per hour, 2 hr. minimum	General Public
Cultural Rate	\$15/hr. No minimum time required	<ul style="list-style-type: none"> • Local Alaska Native Clans, dance troupes and any other cultural groups that do not receive regular funding. •
Copper Level Donation Rate	\$50	Any donor of more than \$10,000 to the Community House
Conference Rate	\$300 per day if reserving for 2 or more days	Any organized meeting, conference, or training lasting more than one day.
Daily Conference Rate	\$375 for 8 hours	General Public
Daily Conference Holiday Rate	\$455 for 8 hours	General Public, with pre-approval
Lying in State and Memorials	No Charge but is subject to availability	Lying in State Memorial or Funeral/Memorials for Tribal citizens
STA Owner Rate	No charge, no minimum time required	STA Tribal Council, STA Departments, STA Committee

4.2 Building Deposit

All users, except STA departments, committees and the Tribal Council must pay a refundable \$200 building deposit, which must be paid by a separate check or secured with a credit card. After use of the building, if any equipment is lost or damaged, or the building has sustained damage, the replacement value of the item or the cost of the repair will be deducted from the user's deposit. If the deposit does not cover the replacement cost of the repair, the user will be billed the remaining balance.

4.3 Kitchen Deposit

A refundable cleaning/damage deposit of \$100 per event is required for use of the kitchen. Building staff will inspect the kitchen before and after the event. If any equipment from the kitchen is missing or damaged, the replacement value of the item will be deducted from the user's deposit. If the deposit does not cover the lost or damaged items, the user will be billed the remaining balance. Users must provide their own dishware and utensils.

4.4 Cancellations

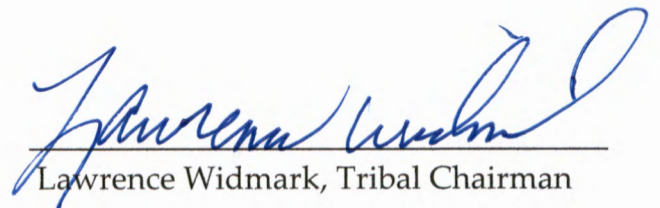
Reservations cancelled at least 14 days in advance will be refunded the full amount of any building and kitchen deposit. Cancellations made less than 14-days in advance will be charged a \$20.00 processing fee and building and/or kitchen deposits may not be refunded at the discretion of the Community House Manager.

5.0 Responsibilities

The Economic Development Director is responsible for ensuring compliance with this policy.

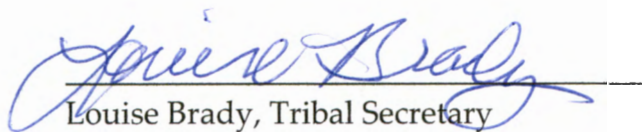
CERTIFICATION

The foregoing policy was adopted at a duly convened meeting of the Tribal Council of Sitka Tribe of Alaska, held on March 17, 2021 and at which a quorum was present, by a vote of 9 IN FAVOR, 0 AGAINST, 0 ABSTAIN, and 0 ABSENT.



Lawrence Widmark, Tribal Chairman

Attest:



Louise Brady, Tribal Secretary