<u>Mayor</u>

James Kacsh

Council Members Kristin Carpenter

Tim Joyce David Allison **Bret Bradford** EJ Cheshier

REGULAR COUNCIL MEETING APRIL 03, 2013 @ 7:30 PM LIBRARY MEETING ROOM

AGENDA

David Reggiani Robert Beedle Interim City Manager

A. CALL TO ORDER

Donald Moore City Clerk

I pledge allegiance to the Flag of the United States of America, and to the republic for which it stands, one Nation under God, indivisible with liberty and justice for all.

Susan Bourgeois **Deputy Clerk**

C. ROLL CALL

Tina Hammer Student Council Sarah Hoepfner

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, David Allison,

Bret Bradford, EJ Cheshier, David Reggiani and Robert Beedle

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Gabrielle Brown

D. APPROVAL OF REGULAR AGENDA..... (voice vote)

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers – None

3. Chairpersons and Representatives of Boards and Commissions (Harbor, HSB, Parks & Rec, P&Z, School Board)

4. Superintendent's Report

5. Student Council Representative's Report

G. APPROVAL OF CONSENT CALENDAR......(roll call vote)

A resolution of the City Council of the City of Cordova, Alaska, requesting FY 14 Payment in Lieu of Taxes funding from the Department of Commerce, Community, and Economic

Development

7. Approval of leave without pay beyond Manager's authority for City employee...... (page 3)

8. Council concurrence of Mayor's appointment to fill vacancy on Library Board......(page 4)

10. Proclamation of Appreciation to Brent Davis......(page 7)

11. Proclamation of Appreciation to Greg LoForte......(page 8)

12. Record unexcused absence for Bret Bradford from the March 20, 2013 Regular Meeting

H. APPROVAL OF MINUTES

13. Regular Meeting Minutes 03-06-13......(page 9)

I. CONSIDERATION OF BIDS

14. Bid award Baler Re-Build project......(page 14)

J. REPORTS OF OFFICERS

15. Mayor's Report

K. CORRESPONDENCE

19. Letter from DCRA in re PILT funding 03-07-13......(page 30)

20. Mayor letter to Representative Seaton in re House Bill 131 03-18-13.(page 31)21. AMHS proposed fall, winter, spring 2013-2014 Ferry Schedule.(page 32)22. Chenega Bay IRA Council request for donation 03-13-13.(page 49)
L. ORDINANCES AND RESOLUTIONS - none
M. UNFINISHED BUSINESS - none
N. NEW & MISCELLANEOUS BUSINESS
23. Contract approval with Bradshaw & Associates to perform the
24. Council direction to enter into purchase agreement for Road Grader (voice vote)(page 52)
25. Contract approval with Northern Lights Electrical to perform the design (voice vote)(page 55) engineering, construction, installation of NEC compliant electrical system
26. Protest or waive right to protest renewal of liquor licenses for
27. Council concurrence of Mayor's appointment to fill vacancy on P&Z Commission (page 64)
28. Pending Agenda and Calendar
O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

29. Council Comments

Q. EXECUTIVE SESSION

30. Cordova Center Finances – Attorney advice

R. ADJOURNMENT

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: March 21, 2013

TO: Mayor and City Council

SUBJECT: Resolution 04-13-15

The attached resolution requests payment in lieu of taxes from the Department of Commerce, Community, and Economic Development for FY14.

These funds are provided by the federal government to the state annually for distribution of payment in lieu of taxes income to cities in the Unorganized Borough that have federally owned lands within their jurisdictions. The PILT funds serve as compensation for lost revenues due to the fact that federal lands cannot be developed, thus restricting economic development.

The formula is based on price per acre, and the actual payment is calculated within the census areas and then divided among the communities within the census area based on population as certified by the commissioner of DCCED during the state fiscal year immediately preceding the state fiscal year in which the distribution to the city is to be made. In our census area (Cordova, Whittier and Valdez) Cordova accounts for 34.63% of the population. The checks will be mailed in July and at this time we are uncertain as to the amount except that DCCED said that we should expect a 2.3% reduction from the 2012 amount. In 2012 we received \$408840.87 and in 2013 we budgeted revenue of \$400,000.

Recommended Motion: Move to approve the consent Calendar.

Required Action: Majority roll call vote on the Consent Calendar.

FY 13 PAYMENT IN LIEU OF TAXES FUNDING RESOLUTION

CITY OF CORDOVA, ALASKA RESOLUTION 04-13-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, REQUESTING FY 14 PAYMENT IN LIEU OF TAXES FUNDING FROM THE DEPARTMENT OF COMMERCE, COMMUNITY, AND ECONOMIC DEVELOPMENT.

WHEREAS, 3 AAC 152.100 requires the governing body of a city to adopt a resolution requesting funding from the Payment in Lieu of Taxes Program for cities in the unorganized borough and to submit the resolution to the Department of Commerce, Community, and Economic Development; and,

WHEREAS, the City has conducted a regular election during the preceding state fiscal year and has reported the results of the election to the commissioner; and,

WHEREAS, regular meetings of the governing body are held in the city and a record of the proceedings is maintained; and,

WHEREAS, ordinances adopted by the city have been codified in accordance with AS 29.25.050;

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, by this resolution hereby requests distribution from the FY 14 Payment in Lieu of Taxes Program by the Department of Commerce, Community, and Economic Development on the date required by law.

PASSED AND APPROVED by a duly constituted quorum of the City Council this 3rd day of April, 2013.

	James Kacsh, Mayor
ATTE	EST:
	Susan Bourgeois, City Clerk

To: Mayor and City Council

Through: Donald L. Moore, Interim City Manager
Subject: Leave of Absence for Erick Serrano-Aguilar

Date: 15 March 2013

From: Moe Zamarron, Director of Public Works

Erick Serrano-Aguilar is a new member of the City's street maintenance team having been hired in November of 2012. He has become an integral part of the organization contributing greatly throughout the winter season just concluding. He brought valuable road grader operating experience to Cordova and has adapted his skills well to the terrain and difficulties of the local road system.

Erick recently received word that his grandmother (who lives in El Salvador) is in need of close care and he has expressed his intention to go be with her. She was responsible for raising Erick and now he is her sole provider. He tendered his resignation thinking his only option was to leave employment with the City and move there to tend to her.

While discussing the situation with his supervisor, Bill Howard, the possibility of offering leave without pay came up. City staff was asked by Bill to check into this and there is in fact a process which enables the City to grant leave of this type providing certain conditions are met. Because of the serious nature of the circumstances and because Erick has proven to be such a positive addition to the City it is the request of the Cordova Public Works Department that Erick be offered the option of taking leave without pay for up to 3 months.

The City Manager and Department Director can authorize up to 10 days leave in one year but over that the approval of City Council is required. Erick estimates his absence to be about a month but the 3 month span was considered by staff in order to provide an extra margin should he need it. The Department is confident that temporary personnel can be employed to adequately fill the gap during his absence. We are into the transition period from winter to summer conditions which lightens the workload somewhat.

Please consider this request and thank you on behalf of Erick and the entire Public Works Department.

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: March 27, 2013

TO: Mayor and City Council

SUBJECT: Library Board

There is a vacant seat on the Library Board. The term expires in November 2015. The Clerk's Office advertised this vacancy and asked for letters of interest to be submitted by March 28. There has been one letter submitted; from Wendy Ranney.

RECOMMENDED MOTION: Move to approve Mayor Kacsh's appointment of Wendy Ranney to the Library Board, to serve a term that expires in November 2015.

REQUIRED ACTION: Majority voice vote.

Wendy A Ranney PO Box 21 Cordova, AK 99574 (907) 424-3578

March 26, 2013

Dear Mayor Kacsh;

I would like this letter to serve as a notice of my desire to be appointed to the Library Board.

I have been the Volunteer Librarian at Mt. Eccles Elementary School since the renovation project was finished in 2010. I have been involved in the Library since the boxes of books arrived and have been the lead Librarian for the set-up and implementation of programs. The School District paid for me to attend the State Librarians Conference in 2011-2012 school year and I made a proposal to the Superintendent and Principle of Mt. Eccles for upgrades to the CHS Library and a commination position of District Librarian for the Cordova School District.

In October of 2012 I accepted a position as Secretary at Mt. Eccles, and continue to maintain the Library and Library programs.

I am also head of The Cordova Friends of the Library for the Public Library and am attempting to establish non-profit status for that organization.

It is the hope of the public library and the school district to connect the three libraries in the community in the near future and I feel that I could be an asset to the Board as we strive for that cohesiveness.

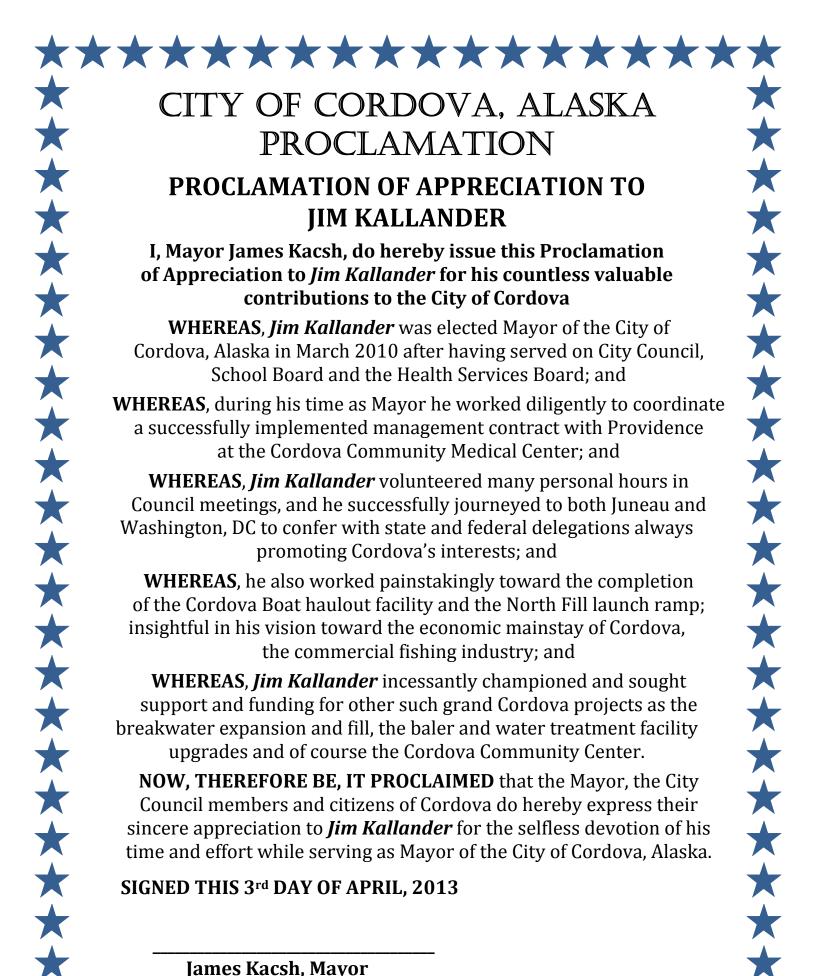
Personally, I am researching online schools to start a program to obtain my Master Degree in Library Sciences or Reading Specialist.

Please consider my request to be appointed to the Library Board and feel free to contact Ms. Gayle Groff, Principal of Mt. Eccles Elementary as a reference for my dedication to the Library and the literacy of our community.

Thank you for your time.

Respectfully yours,

Wendy A. Ranney



CITY OF CORDOVA, ALASKA PROCLAMATION

PROCLAMATION OF APPRECIATION TO BRENT DAVIS

I, Mayor James Kacsh, do hereby issue this Proclamation of Appreciation to Brent Davis for his valuable contribution to the City of Cordova.

WHEREAS, **Brent Davis** was appointed to the Harbor Commission in May 2008 and again in February 2010; and

WHEREAS, he has spent many personal hours in regular meetings, special meetings and work sessions participating in discussions and helping make important decisions that affect the citizens and business owners of the City of Cordova; and

WHEREAS, he has worked toward a better community for the citizens of Cordova by impartially weighing all sides of issues and listening attentively to the facts and history of items that appear before the Harbor Commission.

NOW, THEREFORE, BE IT PROCLAMED that the Mayor, City Council members and citizens of Cordova do hereby express their sincere appreciation to **Brent Davis** for the selfless devotion of his time and effort while serving as a member of the Harbor Commission for the City of Cordova, Alaska.

SIGNED THIS 3rd DAY OF APRIL, 2013

James Kacsh, Mayor

CITY OF CORDOVA, ALASKA PROCLAMATION

PROCLAMATION OF APPRECIATION TO GREG LOFORTE

I, Mayor James Kacsh, do hereby issue this Proclamation of Appreciation to Greg LoForte for his valuable contribution to the City of Cordova.

WHEREAS, Greg LoForte was appointed to the Planning and Zoning Commission in December 2010; and

WHEREAS, he has spent many personal hours in regular meetings, special meetings and work sessions participating in discussions and helping make important decisions that affect the citizens and business owners of the City of Cordova; and

WHEREAS, he has worked toward a better community for the citizens of Cordova by impartially weighing all sides of issues and listening attentively to the facts and history of items that appear before the Planning and Zoning Commission.

NOW, THEREFORE, BE IT PROCLAMED that the Mayor, City Council members and citizens of Cordova do hereby express their sincere appreciation to **Greg LoForte** for the selfless devotion of his time and effort while serving as a member of the Planning and Zoning Commission for the City of Cordova, Alaska.

SIGNED THIS 3rd DAY OF APRIL, 2013

Ja	ames Kacsl	h, Mayor	

CITY COUNCIL REGULAR MEETING MARCH 06, 2013 @ 7:30 PM LIBRARY MEETING ROOM MINUTES

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 pm on March 06, 2013, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor James Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander* and Council members *Tim Joyce*, *James Kacsh*, *David Allison*, *EJ Cheshier*, *David Reggiani* and *Robert Beedle*. Council member *Bret Bradford* was absent. Also present were Interim City Manager *Don Moore*, City Clerk *Susan Bourgeois* and Student Council representative *Gabrielle Brown*.

D. APPROVAL OF REGULAR AGENDA

M/Reggiani S/Kacsh to approve the Regular Agenda.

M/Reggiani S/Cheshier to amend the agenda by striking item 18, Resolution 03-13-10 and item 21 the contract approval with Dawson Construction for Cordova Center Phase II.

Reggiani opined that as a technical matter we are ahead of ourselves on item 18 because Council hasn't had the opportunity to review phase II numbers in detail. He suggested a couple of workshops where we could gain a better understanding of the detailed items because the numbers in our packet are summary numbers. **Reggiani** also cited a charter section that stated that a budget approval requires a public hearing (noticed one week ahead) for approval. **Joyce** said that he thinks that charter section refers to the full City budget not parts of budgets. However, he agrees that we may be a bit premature with this stuff. He agrees there is no major rush. He would appreciate a discussion tonight. **Reggiani** said that he asked to remove 21 also based on a charter citation that he offered referring to how council is supposed to award contracts based upon lowest bid, etc. or how otherwise allowed by ordinance. He mentioned Council being ahead of themselves because they would need an approved budget and to have made the appropriation before proceeding forward with a contract. This led to a discussion regarding the Council's chosen method of contracting for the Cordova Center Phase II called, GCCM (established fairly recently in City Code). **Kacsh** understood the idea of putting this off for more discussion/input. He wondered what the time frame would be.

Vote on motion: 4 yeas, 2 nays (Joyce, Beedle). Motion passes.

Vote on main motion: 6 yeas, 0 nays. Motion passes.

E. DISCLOSURES OF CONFLICTS OF INTEREST – None declared

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- 1. Guest Speaker none
- 2. Audience comments regarding agenda items

Paul Kelly of 350 Seafood Lane (Jim Poor Avenue) spoke to item 19. He thought the last Council direction was for the Manager to work out an option that satisfies both the Harbor and Bayside. He mentioned the revenue his business brings in as far as sales tax and property tax. He believes that both things can happen – the Harbor and his business can both be accommodated.

3. Chairpersons and Representatives of Boards and Commissions

HSB representative **Allison** reported that they will have a meeting before the next Council meeting on March 20 – and he reported that there would be a Sound Alternatives Advisory Board meeting next Wednesday, which he would be attending.

P&R representative **Kacsh** reported that they will meet next week. **Mayor Kallander** asked if he had a report from RCAC. **Kacsh** said there was a meeting he attended this morning via teleconference but he is looking

for someone else to take that on because they meet a lot during business hours, which is difficult for him. He agreed to allow someone else to have that post if *Mayor Kallander* could find someone.

P&Z representative **Reggiani** reported that they will meet next week and their packets are on the website and advertised.

Marine Transportation Advisory Board – Joyce said he represents PWS from Yakutat to Seward and he wants to report that AMHS has settled a lawsuit with the manufacturer of the engines on the fast ferries and with the settlement the engines on both fast ferries will be replaced. Eight new engines at no cost to the state – the Fairweather this year and the Chenega next year – the state will also have an option to purchase two more engines at cost. They were going to go to trial in April but its been settled. Alaska Class Ferries are still in discussion – the Governor changed the plan from one larger vessel to two smaller ones – probably will not be operated up here – a day vessel – drive on, drive off – one concept shows an open air plan.

4. Superintendent's Report - *Theresa Keel* said they have a school board meeting next week – they have been busy working on their needs assessment and they have a survey posted which they would like to see as many people fill out as possible – want input from everyone. School funding at the legislative level – Governor's budget had \$5.9M set aside for the digital initiative which would directly affect Cordova. We were a district ready to use those funds (a 60/40 match). Recently those funds were reduced out of the Governor's budget. Also a resolution regarding the AMHS and internet on ferries has been forwarded to Council.

5. Student Council Representative's Report

Brown had a written report and mentioned that what they had been working on mostly was the biggest thing they do all year, Homecoming and the theme was "Candyland". Students and staff did a great job making posters and carts – 2 weeks to do it. Pep assembly was a great success last Friday – staff performed a line dance. Friday night was senior parent appreciation night and then Saturday was the coronation of the homecoming court during halftime. The dance was Saturday night at Mt. Eccles. Student Council will have a program of work meeting this Tuesday to plan the rest of the semester.

G. APPROVAL OF CONSENT CALENDAR

Mayor James Kallander informed Council that the consent calendar was before them.

6. Proclamation for National School Board recognition Month

Vote on Consent Calendar: 6 yeas, 0 nays, 1 absent (Bradford). Joyce-yes; Beedle-yes; Cheshier-yes; Reggiani-yes; Kacsh-yes; Bradford-yes and Allison-yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Joyce S/Kacsh to approve the minutes.

- 7. Minutes of 02-20-13 City Council Public Hearing
- **8**. Minutes of 02-20-13 City Council Regular Meeting

Vote on motion: 6 yeas, 0 nays, 1 absent (Bradford). Motion passes.

I. CONSIDERATION OF BIDS - None.

J. REPORTS OF OFFICERS

9. Mayor's Report

Mayor Kallander reported that we received confirmation on more funding from EVOS and we wrote letters to our delegation thanking them for their assistance in that. He met with Don, Cathy and Jon Stavig about funding issues for the Cordova Center and he met with Theresa (Keel) about Board of Fish location. Between George Covel and John Bitney, we got moving on an alternate viable location for the BoF meetings in December 2014 in Cordova. Monica Wellard the BoF executive director came to Cordova and he and Cathy Sherman and Theresa Keel took her around and showed her the school, the restaurants, hotels, etc. to push for the meetings being held in Cordova. We were able to have the decision of a location postponed for two weeks.

10. Manager's Report

Don Moore informed council that there was a handout for the executive session. He was in Anchorage last week and met with an attorney in re draft PERS audit. Auditors will be here in April to begin 2012 audit. **Moore** opined that we might be interested in going out for proposals for an audit firm as that hasn't been done in a number of years – possibly after they finish the 2012 audit – August or September. He also discussed with the auditors the best way to structure the REA (request for equitable adjustment) funds – i.e. so the construction money is not grouped with the claim defense money. City Manager Assessment Committee will meet for the first time and they have 15 applications to review already. An OSHA health inspector was in town inspecting City buildings.

11. City Clerk's Report

Bourgeois reported that yesterday had been Election Day and that all races are too close to call due to the absentee ballots yet to be counted. She said they were up late counting ballots and the Election Board did a great job as usual. Absentees will be counted next Wednesday and then Council will certify the results of the Election next Thursday at a Special meeting. Assessment notices go in the mail Friday March 8 setting off a 30 day appeal period which closes April 8 and then BoE if necessary will be April 15. **Allison** asked the Clerk how many total ballots were still out there. **Bourgeois** said that maximum number is 130 – presently she had 106 but more could still be coming in the mail and the State Division of Elections still has to rule on the 9 questioned voters. **Joyce** asked if the propositions had all already passed or if they could still be overturned by the absentee. **Bourgeois** said the props had all passed. **Mayor Kallander** is concerned about the mailed ballots and the prospect of people feeling the inability to vote due to the mail system.

12. Staff Reports

a. Finance report – *Jon Stavig* said that some of the interfund transfers might look distorted until the year tracks through. Also, Harbor revenue may appear distorted due to a large grant that came in early in 2013. *Reggiani* thanked *Stavig* for the report and for the accompanying text that describes notable occurrences in the reports.

K. CORRESPONDENCE

- 13. Letter from Schultz in re Mobile Grid Lease 02-20-13
- 14. Letter from Mayor to Commissioner Kemp (AKDoT) 02-22-13
- 15. Letter from EVOSTC to Mayor in re \$1.3M funding 02-22-13
- 16. Letter from Senator Begich to Mayor Kallander 02-06-13

L. ORDINANCES AND RESOLUTIONS

17. Resolution 02-13-07

A resolution of the City Council of the City of Cordova, authorizing the City Manager to enter into a 2 year lease of property legally described as Lot 2, Block 7, North Fill Development Park with Ric and Osa Schultz (dba Mobile Grid Trailers, Inc.)

M/Cheshier S/Joyce to approve Resolution 02-13-07 a resolution of the City Council of the City of Cordova, authorizing the City Manager to enter into a 2 year lease of property legally described as Lot 2, Block 7, North Fill Development Park with Ric and Osa Schultz (dba Mobile Grid Trailers, Inc.)

M/Reggiani S/Joyce to amend the title of the resolution where it says a 2 year lease change to an 18 month lease and in the first whereas change the end date from April 20th, 2015 to October 20th, 2014.

Vote on amendment: 6 yeas, 0 nays, 1 absent (Bradford). Motion passes.

Vote on main motion: 6 yeas, 0 nays, 1 absent (Bradford). Motion passes.

18. Resolution 03-13-10

A resolution of the City Council of the City of Cordova, Alaska, adopting a Cordova Center Phase II project budget as summarized pursuant to the following table

This item was struck from the agenda during approval of the regular agenda

M. UNFINISHED BUSINESS

19. Council decision regarding Lot 3A Block 8 North Fill

M/Cheshier S/Beedle to agree with the Harbor Commission's and the Planning and Zoning Commission's recommendation to leave Lot 3A Block 8, North Fill Development Park as not available on the land disposal maps.

Reggiani said that the item is before them tonight with a few other options from the City Planner so he was of the opinion that it should be looked at again at the planning and zoning commission.

M/Reggiani S/Cheshier to refer back to planning and zoning.

Joyce, **Kacsh** and **Allison** thought the motion to refer was too quick and they had had no chance to discuss the main motion – with that **Reggiani** withdrew the motion to refer and it was concurred upon by the second. Motion was withdrawn.

Beedle spoke adamantly against getting rid of this last land in the North Fill. He said the long term should be considered. He said that the harbor commission asked for a year to develop a good plan for that area – three months was too short. Allison said he thought the direction was that staff was to try to work out a plan that pleased all parties – he didn't believe that occurred. Then he spoke about the harbor plan which he thought had a lot of wasted space. He is willing to send to planning but if we vote tonight, he said he will vote to make it available for sale. **Don Moore** asked that the **harbormaster** be allowed to speak and then he said he would like to speak. Tony Schinella (harbormaster) said that there isn't wasted space – the SERVS barges account for a great deal of space and they have a road drawn in which is 20-25 feet wide. He said there is room for improvement but he went down there – drew lines and really examined the area. We need to meet the fishermen's needs down there. As they come in and use the area this summer we will learn and adjust and make improvements. *Moore* said if it goes to planning and harbor again they should look at the revenues as well – in a more detailed light. **Beedle** spoke again against allowing the sale of this land. **Kacsh** agreed that there is only so much land left and that we have to cater to the big industry which is commercial fishing. Then he said we have to help small businesses and ensure there is land for them to grow and expand. He thinks it deserves another look at the Planning and Zoning level. *Cheshier* said he doesn't have a problem letting P&Z or Harbor Commission look at this but procedurally, he knows his role as a Council member that the decision will be made here and we do not have to take their recommendation or we can, but a decision will have to be made.

M/Reggiani S/Cheshier to refer to planning and zoning with the direction that has been discussed by Council tonight.

Beedle hoped this could be expedited. **Reggiani** agreed that this is an issue where time is of the essence and he hoped it could be heard at a special P&Z meeting.

Vote on motion: 5 yeas, 1 nay (Beedle) 1 absent (Bradford). Motion passes.

20. Council's quarterly discussion/decision to amend the CIP list

There was concurrence of Council to take no action at this time concerning the capital priorities.

N. NEW & MISCELLANEOUS BUSINESS

21. Contract Approval with Dawson Construction for Cordova Center Phase II

22. Cordova Center Summary Business Plan and Integrated Schedule

Joyce said this is a discussion item – more for Council to read through this and see if there is anything in there they would like changed. Joyce said he is satisfied – it's a good job and he appreciates the work that went into it. Mayor Kallander said he found a number of areas where he wasn't satisfied. He would like Council to get a third party review of this – someone like Northern Economics. Reggiani asked about the process – he wondered if at some point Council would have to approve the business plan. Cheshier said he is totally ignorant about a business plan for the Civic Center and he wouldn't mind having a third party review by someone who knows much more than he does. Sherman said that in the packet was a summary but that the 54 page detailed business plan had been emailed to Council and was on the back table. She said the Foraker Group – a subsidiary of Rasmusen Foundation gave us a template to work with and that is how the business plan was formulated. They have reviewed it and when some numbers are updated after our pro

forma and energy analysis are completed, they will review it again. *Mayor Kallander* said how he reads this is that it will cost \$200K per year to manage the facility. After further lengthy discussion, Council concurred to stick with the Foraker group for review of this business plan for an amount not to exceed the City Manager's spending authority (\$15,000). They also stated that there would be a work session with the Foraker group and staff to present the business plan when it was completed.

23. Mikunda Cottrell arrangement letter – this was only informational

24. Pending Agenda and Calendar

City Manager Assessment Committee is meeting March 7 at 7pm in the City Hall Conference Room; special meeting March 14 to certify the election as well as 2 or 3 Ords might be up for first read. A work session to discuss Cordova Center budget was scheduled for March 27 at 7pm. There is a south fill public meeting scheduled at the Masonic from 6-8:30 on March 26.

O. AUDIENCE PARTICIPATION

Paul Kelly thanked Council for discussing his proposal again and the possible sale of that land.

Tom Bailer 304 Orca Inlet said representing planning and zoning. He said he is uncomfortable for P&Z to have to look at the financials of a proposal. He doesn't believe that is their purview. He believes that is staff's job. Cheshier said he thinks the direction is for P&Z to determine if both things can co-exist. Do we (harbor/City) need all the land or do we not?

Ken Jones 4.5 mile CRH in one week we will know the results of the Election – he thanked everyone for serving. He hopes to join them - we will have to see - he appreciates them taking the time and taking on leadership roles for the community. **Allison** encouraged those who ran to continue to run when other vacancy come available.

P. COUNCIL COMMENTS

25. Council Comments

Joyce said it could be his last meet so he thanked everyone. **Mayor Kallander** thanked **Joyce** for helping them out as well.

Beedle thanked those that ran for Council and school board, thanked those that run the election. He was happy to see the ballot propositions pass so the improvements are made.

With no objection, Council adjourned the meeting for 5 minutes at 9:50 pm and came back into session at 9:57 pm.

Q. EXECUTIVE SESSION

M/Allison S/Reggiani to enter into executive session to discuss Cordova Center attorney advice which is a matter the immediate knowledge of would clearly have an adverse effect upon the finances of the City government.

Vote on motion: 6 yeas, 0 nays. Motion passes.

Council entered executive session at 9:57 pm; Council came out of executive session at 10:55 pm. *Mayor Kallande*r said they discussed finances with the Manager and privileged with the City Attorney and no action was taken.

R. ADJOURNMENT

M/Allison S/Joyce to adjourn the regular meeting at 10:56 pm Vote on motion: 7 yeas, 0 nays. Motion passes.

Approved: April 03, 2013	
Attest:	
Susan Bourgeois, City Clerk	



CITY OF CORDOVA

Office of City Manager

To: Mayor and City Council

From: Donald L. Moore, Interim City Manager
Subject: Bid Award-RFP # 05-13-Baler Re-Build

Date: March 28, 2013

Bids received in response to the subject RFP were opened on March 27, 2013.

Two responsive bids were received. The RFP Summary bid tabulation is attached.

I recommend the City accept the low bid and award a contract to Alpine Diesel LLC.

The Contract price is not to exceed \$30,400.00.

Summary and scope of the work to be performed is described in the attached RFP. Work shall be completed within two weeks of the Notice To Proceed.

Recommended Action: Voice Vote.

I move to direct the City Manager to enter into a contract with Alpine Diesel, LLC to perform the work required of RFP # 05-13-Baler Re-Build in the amount of Thirty Thousand, Four Hundred dollars (\$30,400.00)

RFP SUMMARY City of Cordova RFP # 05-13 – Harris Badger Series Baler Re-Build Cordova, Alaska

Date:	3/2//13	ilme: 2:00pm
Location:	City Hall	
PRESENT:	Josh Hallquist, Barb	Nebber, Caroly Applet
2 proposo	al(S) RECEIVED:	
Name:		MOUNT:
Eagle	Contracting Corporation	\$43,005.
Alpine	Contracting Corporation Diesel LLC	\$ 30, 400.
	And the second s	
Witness		
Fauba Witness	era & Webber	
Witness	Applet	

City of Cordova
Cordova, Alaska
Whitshed Road Baler Facility
Request for Proposal # 05-13
Harris Badger Series Baler Re-Build
REQUEST FOR PROPOSAL

The City of Cordova is requesting written proposals from qualified Contractors interested in preforming equipment repairs to the Whitshed Road Baler Facility Harris Badger Series Baler in Cordova Alaska. Sealed proposals, plainly marked, "RFP #05-13 – Harris Badger Series Baler Re-Build" addressed to the City Manager, City of Cordova, P.O. Box 1210, Cordova, AK 99574 will be accepted until 2:00 p.m. March 22, 2013. PROPOSALS RECEIVED AFTER 2:00 P.M. WILL NOT BE CONSIDERED.

Copies of this RFP may be obtained at the front desk of Cordova City Hall, or from ccpm@cityofcordova.net, or by calling (907) 424-6280.

The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to accept any proposal that is in the best interest of the City and to negotiate the terms and conditions of any proposal leading to acceptance and final execution of a contract for services.

If you have any questions pertaining to the submittal and review process of City bids please contact the City Manager at the following number: 907-424-6200.

The City welcomes and encourages potential Contractors to visit the Whitshed Road Baler Facility to better understand the dynamics, operations, location and access throughout the facility. To arrange for a visit or if you have any questions pertaining to the specifics of this RFP and the scope of services, please contact the City of Cordova Project Manager, Josh Hallquist at the following number: 907-253-6232.

I. INTENT OF SOLICITATION

The City of Cordova (City) is soliciting competitive proposals from qualified contractors to perform equipment repairs to the Whitshed Road Baler Facility Harris Badger Series Baler. Baler repairs include the removal and replacement of the bale chamber floor, liner strips, ejection nozzle, Stationary knife blade bolts, and the main ramp platen assembly. Additional service requirements will be found in SECTION III, SCOPE OF WORK.

II. BACKGROUND

The Whitshed Road Baler Facility is a working refuse baling facility constructed in the 1980's. It is used to collect and compact (bale) garbage before it is buried in the 17 mile landfill. This operation greatly increases the capacity of the 17 mile landfill. The Harris Badger series baler machine is the heart of the operation and is in need of repairs to extend its useful life and maintain safe operation. The facility will remain in operation during construction; however baling operations will be shut-down for two weeks to allow the completion of the noted repairs. Garbage will be stored on site in the cardboard room for the two week repair project. On site storage capacity is limited to two weeks so it is critical that the repairs are completed within the allotted time.

III. SCOPE OF WORK

Provide the necessary material, equipment, and labor to perform the following parts replacement and repairs to the Harris Badger Series Baler: The following list is not inclusive of all

activities that may need to take place to allow the replacement and repair of the noted parts. It is the contractor's responsibility to determine the level of disassembly required to facilitate the repair and replacement of the noted parts. The Harris Badger Series Baler operator/service manual has been included with this RFP for reference. All of the noted parts have been purchased by the City OF Cordova from Pioneer Supply Inc. and will be on site ready for installation by April 01, 2013. The invoice for the material has been included for reference.

- Disassembly, re-assembly, and adjustment of baler machine including hydraulics and electronics
- Remove and replace (1) bale chamber floor
- Remove and replace (5) liners, strips, bed, narrow
- Remove and replace (4) liners, strip, bed, wide
- Remove and replace (1) ejection nozzle
- Remove and replace (7) cap screw stationary knife blade badger
- Remove and replace (7) washer stationary knife blade
- Remove and replace (7) bolts platen knife blade badger
- Remove and replace (1) main ram platen assembly complete
- Removal of existing welds is to be done in a fashion that does not damage the baler machine.
- Any damage to the baler machine caused by contractor during disassembly, removal, replacement, and re-assembly will be repaired by the contractor at their expense within the contract deadline.
- Provide notification to the city project manager, within 24 hours, of any damaged baler parts uncovered during disassembly, removal, replacement, and re-assembly.
- Additional repairs, if required, will be done on a time and material basis.
- All welding will be performed by a certified welder. Submittal of welding certs required prior to field welding.
- All welding operations are to be visually screened to prevent injury to the public and refuse department staff using the other portions of the facility.
- Project will be subject to Title 36 Public Contracts Pamphlet 600 issue 25.

Contractor shall possess and keep in force all licenses, business permits and other permits required to perform the services of this Agreement. Work shall be completed no later than April 21, 2013.

IV. SUBMITTAL REQUIREMENTS

Each Vendor shall submit two (2) original signed copies of its proposal. The proposal shall be submitted in the following manner:

- 1. Contractor Description. Provide a description and history of the Contractor emphasizing the Contractor's resources and expertise in the area(s) relevant to this RFP. In addition, identify the person(s) who has decision-making authority for the Contractor; and who will be the Contractor's primary contact person(s) with the City.
- 2. Proposals
- Clearly state the total cost to the City for completion of all work.
- Provide evidence of liability insurance, and worker's compensation insurance if applicable.

V. SELECTION CRITERIA

Each proposal shall be evaluated based on the following criteria based on the following sections of Cordova Municipal Code (CMC):

- 1. Total cost of Proposal to the City; (CMC 5.12.120(A)
- 2. Contractor's qualifications and responsibility. (CMC 5.12.170)
 - a. The skill and experience demonstrated by the bidder in performing contracts of a similar nature;
 - b. The bidder's record for honesty and integrity;
 - c. The bidder's capacity to perform in terms of facilities, equipment, personnel and financing;
 - d. The past and present compliance by the bidder with laws and ordinances related to its performance under the contract; and
 - e. The bidder's past performance under city contracts. If the bidder has failed in any material way to perform its obligations under any contract with the city, the city manager may consider the bidder to be not responsible.
 - f. The bidder's past performance of financial obligations to the city. If at the time of award the bidder is delinquent, overdue or in default on the payment of any money, debt or liability to the city, the city manager shall consider the bidder to be not responsible.

Proposals will be opened at the front desk in City Hall on March 22, 2013 at approximately 2:05 P.M. A contract may be awarded by City Council on April 4, 2013 if recommended by City Manager. The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to make such investigation as it deems necessary to evaluate Contractor's qualifications, to accept any proposal that may be deemed in the best interest of the City and to negotiate terms and conditions of any proposal leading to acceptance and final execution of a contract for services.



CITY OF CORDOVA

Office of City Manager

To: Mayor and City Council

From: Donald L. Moore, Interim City Manager Subject: Manager's Report-April 3, 2013

Date: April 3, 2013

Swimming Pool Closure: The pool is expected to be closed beginning March 30th and drained on April 2nd. This should be a 3 week closure for repairs and annual maintenance.

Construction Projects Report: Attached is a status report of active construction projects.

<u>Snow Removal Report:</u> Attached is the Public Works Director's snow removal report from the heavy snow over the weekend of March 23rd and a clipping from the Alaska Dispatch on the same event.

TAPS objection to assessed value of property in Cordova: Letter of protest is attached.



Department of Revenue

Tax Division

550 W 7th Ave Suite 500 Anchorage AK 99501-3555 Main: 907-269-6620 Fax: 907-269-6644

www.tax.alaska.gov

March 21, 2013

The Honorable James Kacsh Mayor, City of Cordova PO Box 1210 Cordova, AK 99574

Dear Mayor Kacsh,

This is to notify you that Alyeska Pipeline Service Company (TAPS) has filed an objection to the 2013 assessment of values placed on their property located in the City of Cordova.

The value is subject to change under the provisions of AS 43.56.110 (appeal to the Department) and AS 43.56.120 (appeal to the State Assessment Review Board).

Sincerely,

James H. Greele√, Jr.

State Petroleum Property Assessor

cc: Don Moore, Acting City Manager

City of Cordova Project Update: 3-27-2013

Breakwater Extension

- Remaining work includes placement of the barrier rock stock piled on the fill and final grading.
- o Project completion date is 6-1-13

North Fill Floating Dock

- o Eagle has resumed working with the low tides this week.
- The bolts have been removed from the 20 concrete planks to be replaced and grading of the dock landing area has begun.
- Remaining work includes removal and replacement of the 20 concrete planks, forming and pouring of the dock sleepers and ramp, re-work barrier rock on piling side, and assembly and installation of the floating dock sections.
- Project completion date is 5-1-2013

CCMC Signage

- Project was successfully completed on time and within budget.
- Project will be removed form update next month.

CCMC EIFS Repair

- CH2MHILL completed the 100% design documents and held the pre-bid meeting at the CCMC on 3-14-13.
- CH2MHILL opened the sealed bids on 3-20-13.
- o Bradshaw & Associates were the apparent low bidders at \$ 252,882.00 for the base bid plus the additive alternate #1.
- The bid was over the budgeted funds so COC and CH2MHILL negotiated a workable scope of work and price with Bradshaw & Associates.
- o The final negotiated price is \$225,500 for the base bid plus the additive alternate #1.
- The city manager and staff's recommendation is to enter into a contract with Bradshaw and associates for the sum of \$225,500.00.
- The attached CCMC Projects budget is included for your information.
- Upon council approval the COC will enter into a contract with Bradshaw & Associates and construction will begin with a duration of 10 weeks form notice to proceed.

CCMC Pneumatic Control Repair and Restoration

- o City council approved entering into a contract with Siemens on 3-20-13.
- The agreement and notice to proceed are being written and will be issued by 3-29-13 for contractor signature.
- o The project has a 14 week duration starting with the issuance of the notice to proceed.

Water Treatment Plant Chemical Mezzanine Column Repair

- Eagle Contracting started work on 3-11-13
- To date Eagle has completed demolition of the existing column and the installation of two new footings and columns.
- The remaining work includes the installation of the last steel column, floor pour-backs, and coating of the mezzanine floor.

- o The contractual completion date is 5-1-2013.
- Water Treatment Plant Roof Replacement
 - The Grant/loan was secured on 3-6-2013
 - RFP packages for structural repairs and roofing are being assembled and should be out for bid by 4-5-2013.
 - This will be a summer project.

Samson Relocate

- o Cable and electrical equipment arrived on site 3-23-2013 and is currently being installed.
- o Samson's shop is currently being moved and should be complete by 3-27-2013.
- Remaining work includes hook-up of Samson's office trailer to power, water, phone, cable, and sewer.
- The remaining work will be completed upon delivery of Samson's new office trailer to the site. Samson is in control of the delivery schedule for the trailer; however it is anticipated to be within the next two weeks.
- o The contractual completion date for the electrical portion of the project is 4-1-2013.
- The completion date may be extended depending on delivery of Samson's office trailer to the site.
- There is no cost associated with extending the completion date for the electrical contractor.

• Badarki Door Replacement

- Doors are on site and Parks and Rec staff has started installing them.
- This project will be removed for the next update.

City Shop Electrical Renovations

- O Bids were opened on 3-19-2013, there was only one bid.
- o The bidder was Northern Lights Electrical from Cordova and the bid price is \$98,810.00
- Upon approval of city council the COC will enter into a contract with NLE to perform the electrical renovation to the city shop.
- The project will be phased over the next two years to fall within the yearly budgeted funding limits of \$60k per year (total of 120k available over two years).
- Waste Water Plant Freeze Protection at Grit Separator Shed
 - Public Works put the project on hold until next year as it may become part of the larger waste water plant renovation project.
 - This project will be removed from the update next month.
- Waste Water Plant Vehicle Storage Building Siding Replacement
 - Currently working with Eagle to define a scope of work and cost.
 - o This will be a summer project.

• Baler Facility Renovations

- O DHI Engineering is currently working up a proposal for assembling a design build proposal to issue for bids.
- DHI's proposal is schedule to be delivered by 3-29-13 and if acceptable to staff it will be moved to council for approval.

- Upon council approval DHI will assemble the design build package and COC will put it out for bids.
- Upon receipt of bids council will be asked to approve a contract with a design build contractor who will then begin the design and construction process.
- o It is anticipated this project will occur this summer and be completed by fall.

• Baler Machine Re-build

- o Bids are due 3-27-2013 at 2:00pm
- o If time allow for the city managers recommendation to get into the packet, Council will be asked to approve the low bidder on 4-3-2013.
- The project has a two week duration.
- o The city purchased the material and it is schedule to be here on 4-15-2013.
- o If the material delivery is delayed much further or council approval is not obtained to support the schedule the project will have to be delayed until fall when garbage quantities are reduced. We have to store two week so garbage on site while the baler is being repaired. We cannot store 2 weeks of garbage at summer quantities.

Cordova Center Phase I

- Trinity ERD will be on site around the middle of April to test the leaking vinyl windows and determine why they are leaking and who is responsible and how to fix them.
- Trinity's proposal was approved by council last meeting.
- The rejected sill flashing at the aluminum store fronts have not been corrected by the contractor and it does not appear that they intend to correct it.
- The cost to remove the aluminum storefronts, install the correct flashing and re-install them will most likely be rolled into the larger claim settlement and done by the Phase II contractor.
- The REA settlement is ongoing.

Cordova Center Phase II

- 100% design documents from MRV and subsequent fire marshal approval is pending.
- MRV states they will have the 100% documents to the state fire marshal for his final approval by 3-29-2013.
- Value Engineering is ongoing with Dawson and OAC assistance.
- Funding is the largest hurdle to starting work.

• Emergency Generator Installation at Mt Eccles

- Haight and Associates is working up a revised engineering proposal to modify the
 existing electrical system at the school to accept the generator as an automatic back-up
 system with an ATS (automatic transfer switch).
- A project budget has been established and staff continues to work to define roles and responsibilities for maintenance and operation.
- Paul Trumblee is coordinating the generator turn-over and training with CEC and COC staff.
- April 4th has been targeted as the turn-over date.
- Council will be asked to approve the Haight and associates proposal when it is received.

- O Upon approval the design will be executed and a bid package will be released.
- Upon receipt and review of bids the council will be asked to approve a contract with the low bidder.
- o It is anticipated this project will happen this summer.

Safe Routes to School

- The grant has been secured and work can begin any time.
- o There will be a planning and zoning meeting to obtain questions and comments from the public on the 35% design drawings. (Sam is scheduling)
- I HIGHLY RECOMMEND EVERYONE READ THE 35% DESIGN DRAWINGS AND PRELIMINARY ENGINEERING REPORT. MANY OF THE QUESTIONS THAT WERE ASKED PREVIOUSLY HAVE BEEN ANSWERED BY THE ENGINEERS. THERE HAS BEEN A LOT OF THOUGHT PUT INTO THIS PLAN AND MANY QUESTIONS WERE DISCUSSED IN A PREVIOUS MEETING.
- A survey will be performed to verify property lines and the actual location of road to ensure there are not any conflicts with the current design.
- o The questions and comments generated will be set to the engineers for comment.
- The responses will be submitted to planning and zoning and they will make a recommendation to city council on how to proceed.
- Revised construction cost estimates and engineering cost will be generated after a direction is re-established.
- o This project is slated for summer 2014 construction.

Mt Eccles Window Testing

- o Trinity will be on site to test the school windows per their proposal on 4-19-2013.
- Trinity will investigate the following items
 - Did the contractor install the glazing and seals per the specifications?
 - Why are the windows leaking?
 - Are the existing frames the problem?
 - Can the existing frames and glazing be made water tight?
 - Was the design sound?
 - Do we need new windows and frames?

Thank You

Josh Hallquist

Don Moore

From:

Moe Zamarron

Sent:

Tuesday, March 26, 2013 5:14 PM

To:

Don Moore (citymanager@cityofcordova.net)

Subject:

Snow removal summary

Don,

We received 24" of snow between 2:00PM Friday, 22 March and 2:00AM Saturday, 23 March. I was up early to check on things and decided to shovel the flat roof on our garage at the house to relieve the snow load. The weather showed no sign of letting up and knowing that the street crew was due on at 7:00 that morning I called the Streets Superintendent Bill Howard. We decided to move the start time up to 5:00. It's a good thing we did because it took an hour of shoveling and plowing to get all five operators there and going.

By 5:00PM Saturday they had moved about 160,000 cubic yards of snow from the City streets to insure that all of the residences had adequate passage for emergency vehicles. It snowed during that 12 hours adding another 8 inches or so making the work that much more involved but they performed without any complaints. They handed the equipment off to a night crew that performed cleanup work and started widening streets. Sunday morning the day crew came on at 5:00 again and put in another 12 hours. There were no operators Sunday night but Monday saw the day crew back out for another 10 hours. Today, Tuesday, they put in a 10 hour day cleaning up and removing the 4 inches of new snow that fell overnight.

We are in pretty good shape now, the weather turned in our favor with the rain and warm temperatures. The crews were able to quickly get ahead and provide safe streets throughout the City. I compliment their efforts and those of the maintenance crew for providing equipment up to the task. There were no breakdowns and all equipment performed as expected.

Thanks, Moe

Moe Zamarron
Director of Public Works
City of Cordova
PO Box 1210
Cordova, AK 99574
Ph 907-424-6231
publicworks@cityofcordova.net

AlaskaDispatch

News and voices from the Last Frontier **I**

Published on Alaska Dispatch (http://www.alaskadispatch.com)

Home > After last year's Snowpocalypse, Cordova taking this year's dump in stride

Craig Medred [1]

March 27, 2013

Main Image:

Sycamore crewmembers shovel snow in Cordova [2]

Main Image Caption:

Shoveling snow in Cordova during last winter's big blast. Residents got a reminder of last year's big dump with another big dump of snow this week.

When you've been to hell and back, purgatory doesn't look that bad.

Just ask the good folks of Cordova, Alaska, who got nuked by another snow bomb this week. On Wednesday, they were methodically digging out of what fell as four to five feet of light puffy snow -- the kind of powder unusual for Cordova. Rain subsequently reduced it to a foot or two of heavy, dense snow, and residents were looking on the bright side.

"It's not like last year when we were driving in tunnels," said Barb Webber from city hall near the heart of the isolated fishing community of 2,300 at the southern entrance to Prince William Sound, about 150 miles southeast of Anchorage.

Actually, "ditches" would be a better description for what Cordova residents were driving through last year -- snow ditches considerably above the height of an Alaska pickup truck. With buildings collapsing, boats sinking in the harbor and avalanches thundering down the mountains around the city after 18 feet of snow fell in January of 2012, "CBS This Morning" declared the city a "snowy prison." [3]

Call it Snowpocalypse

The Alaska National Guard was called in to help the inmates escape. The snow became a national news event. <u>ABC News proclaimed it [4] "Snowpocalypse 2012' For Small Alaska Town."</u> [4] Even locals, accustomed as they are to winters with huge volumes of snow, admitted Mother Nature's full-bore offensive of 2011-2012 was enough to give them pause. But after surviving that, what is four or five or 10 feet of the white stuff? You just get to work digging out.

"The town was pretty shut down for a day," Webber said. <u>City public works crews worked 12 hours straight moving 160,000 cubic yards of snow [5]</u>, enough to fill a professional football stadium. And when they were done, everyone moved on. "It did dump," Webber said. "But this is Cordova's spring. It's white and light and spring."

Song Hospfinger

She said the main fallout from the latest dump may be people sneaking out of work to ski, because the amount of snow that fell in town paled compared to the volumes dumped on the Chugach Mountains above the community. Points North Heli-Adventures [6], which runs helicopter-ski operations out of Cordova in the spring, reported 130 inches fell at its tour camp in the mountains over the course of four days [7].

One-hundred-thirty inches is almost 11 feet, or about a foot more than the height of a regulation basketball hoop. If a National Basketball Association player were driving through the snow to score, you'd see his head and arm pop out with the ball to dunk, and then everything would disappear beneath the white.

Beware blacktail deer and moose

It is a lot of snow, but not unusual for Prince William Sound, where so much snow falls in some places that the only large land mammals that can survive are bears. They sleep the winter away beneath tens of feet of snow, and then emerge to take advantage of the lush vegetation, berries and salmon of summer. Any wandering Sitka blacktail deer or moose caught in the deep-snow zones when winter sets in simply dies.

The National Weather Service reported 552.3 inches of snow fell at Main Bay in the Sound over the course of the winter of 2011-2012. That's 43 1/2 feet, enough to completely bury a three-story tall building. And Main Bay snowfall, while huge, wasn't unique. More than 36 feet fell on notoriously snowy Valdez. And Cordova, for the entire winter, saw 27 feet. [8]

It hasn't been nearly as bad this year, but there is still a lot of snow," Webber said. "All the cars are buried in snow, all the ones that were parked out overnight."

But it will melt. It always does. The sun is returning to Alaska and bringing its warmth. The days are already almost 13 hours long in Southcentral Alaska. Within a month, the sun will be shining from 6 in the morning to 10 at night. The snow cannot win, but it is putting up a great last stand.

Cordova wasn't the only place bombed by the last snowstorm. Parts of Anchorage got 15 inches or more, and there was enough in Whittier to cause an avalanche that temporarily closed the tunnel that connects that northern Prince William Sound community to the state's road system. The avalanche debris has now been cleared, and the tunnel is open again.

Contact Craig Medred at craig(at)alaskadispatch.com [9]



City of Cordova, Office of the City Clerk Cordova, AK 99574 602 Railroad Avenue * PO Box 1210 Phone: 907.424.6248 Fax: 907.424.6000 Cell: 907.253.6248

E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

April 03, 2013 Regular Council Meeting

Date of Report: March 27, 2013

Things I need feedback on or am reporting to Council on:

- Mayor and Council telephone numbers? Can I give these out? Usually the lists I create of Elected and Appointed Officials have home phone numbers – what about cell numbers? Home emails?
 Please advise.
- Date for DCRA representative to come here for a board and commission training? Or we have Holly budgeted, should we do that instead? Dates I am thinking of are April 22-25 or 29, 30
- Tina Hammer, Deputy Clerk, received a \$1575 scholarship from AAMC that she will apply toward the travel expenses for her attendance at the North West Clerk's Institute PDI training in Tacoma this coming June so proud of her! Training budget was tight this year and this is a huge bonus for our department and the City

Things the Clerk's Office has been working on:

- Signed paychecks/other AP checks
- Prepared agendas and packets for special meeting on 03-28-13 and regular mtg on 04-03-13
- Deputy Clerk mailed assessment notices March 8, we are in a one month appeal period followed by Board of Equalization on April 15 - appeals due by April 8
- Answered and assisted many property owners as to the assessment, appeal, property tax process
- Deputy Clerk continually coordinating with the City Assessor Appraisal Company of Alaska in re appeals, edits, changes, corrections being made to the 2013 roll
- Run-off Election held Tuesday April 2 we have been busy, busy with absentee in person and by mail leading up to that date
- Attended staff meeting on Tuesday March 26
- Clerk's office prepared the following agenda items for the April 3 meeting liquor license renewal, proclamations, PILT resolution, minutes
- Deputy Clerk finalizing and preparing last details for the conversion of the data into the new
 Caselle property tax module
- Coordinated with the Election Board as to times and attendance necessary at the run-off election on April 2 and the absentee count 8 days later on April 10

Cordova Mayor Jim Kacsh March 22, 2013

7:30 Senator Gary Stevens

Senator Stevens has met with Senator Meyers and presented the capital project priorities for his district. The Cordova Center is on the list he presented. We also discussed education bills, including Senate Bill 57. SB57 is a bill relating to partental involvement in education, pupil transportation, and tenured teacher notification of nonretention.

8:00 Rep. Cathy Munoz

Met with Rep. Munoz to discuss Cordova Center. While Cordova is not in her district, she supports the project. We also discussed SB21, oil tax reform.

8:30 Louie Flora/Rep. Seaton

Discussed SB21, oil tax reform, and also HB131, derelict vessels.

9:30 Rep. Alan Austerman

Updated Rep. Austerman on Cordova Center & requested his continued support.

10:30 Senate Finance – Cordova public testimony Operating Budget Testified in support of technology in classrooms, ADF&G budget, and Municipal Revenue Sharing.

11:00 Tyson Gallagher, OMB

Briefly spoke with Karen Rehfeld, Director, and and then met with Tyson. Updated OMB on the Cordova Center. Discussed how to authorized additional EVOS funding

11:30 Scott Ruby & Jolene Julian, DCCED/DCRA

Discussed timing and coordination on legislative authorization for EVOS funding

Lunch with Jerry McCune to discuss fisheries issue.

3:00 Suzanne Armstrong/Senator Meyer

Updated Senator Meyer's office regarding Cordova Center

3:30 Rep. Lynn Gattis

Discussed education technology issues

4:00 Rep. Doug Isaacson

Discussed energy issues and Cordova Center

5:30 Rep. Neil Foster



Department of Commerce, Community, and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

P.O. Box 110809 Juneau, Alaska 99811-0809 Main: 907.465.4751/907.465.4733 Programs fax: 907.465.4761

RECEIVED MAR 12 2013

City of Cordova

March 7, 2013

Dear Municipal Official:

This week, the Division of Community and Regional Affairs (DCRA) was notified by the Dept. of Interior, of the impact the recent sequestration has had on the Payment in Lieu of Taxes (PILT) program.

In an effort to keep you informed during your budget process, we are notifying you of this change in funding levels. DCRA had previously suggested that all communities budget their PILT payment to be nearly the same amount as was received in the previous year.

We were informed this week that the sequestration has reduced the PILT program by an estimated 5.1%. However, we are unsure at this time what the actual result of the sequestration will be to Alaska as the formula is based on acreage, populations, and prior year revenue payments and also incorporates an inflationary adjustment. Based on the information from Secretary Salazar, DCRA is recommending that communities estimate their FY14 PILT payments at approximately 2.3% lower than their FY 13 payment.

As a reminder, the PILT program is slated to end this year unless it is reauthorized by Congress. If it is not reauthorized, the payment you receive this summer will be your last payment under this program. DCRA will continue to monitor the status of the PILT program and keep you informed of any major changes that may arise in the coming months.

If you would like to review the letter mailed from Secretary Salazar, you can find it by going to: http://www.doi.gov/pilt/index.cfm

If you have questions regarding the PILT program, please feel free to contact me at 907-465-4733 or you may email me at: Danielle.Lindoff@alaska.gov

Sincerely,

Danielle Lindoff

Local Government Specialist IV

anuch Lindox

CITY_OF_CORDOVA



March 18, 2013

The Honorable Paul Seaton Alaska House of Representatives State Capitol Building Juneau, Alaska 99811

Subject: Support for HB131, authority to address abandoned vessels

Dear Representative Seaton:

Thank you for your sponsorship of House Bill 131, an Act that helps to provide state agencies and municipalities with authority to address the problem of abandoned and derelict vessels.

The City of Cordova experienced a case where a 117-foot landing craft, the Sound Developer, sunk in our harbor. For more than two years it became a poster child example of why the Alaska Legislature should help empower local communities with the ability to address these issues. In August 2009 the vessel sank in our harbor, and was abandoned by its owner. Not only did the vessel become a significant safety and environmental hazard, it also occupied valuable space that otherwise would have generated revenue.

HB131 would have been a very useful approach to helping Cordova deal with the Sound Developer. However, it is clear that there will be other circumstances in the future where this bill will help us to provide a safer and cleaner harbor. For that reason, we hope the Legislature will pass HB131 as soon as possible.

Thank you.

Sincerely,

Jim Kacsh, Mayor City of Cordova



Department of Transportation and Public Facilities

ALASKA MARINE HIGHWAY SYSTEM Office of the General Manager

> 7559 North Tongass Highway Ketchikan, Alaska 99901-9101 Main: 907.228.7250 Fax: 907.228.6875

3/21/2013

Dear Community Advisory Group Members:

It is time to begin the public review process for the next Alaska Marine Highway scheduling cycle. The proposed schedule patterns that will be reviewed will cover fall/winter/spring 2013-2014.

The schedule patterns that are being proposed are based on the estimated funding level for FY14. The operating plan has been designed to meet the needs for community service, staying within available funding, and maintaining regulatory and safety standards for the vessels.

Please take the time to review and comment on this proposal paying particular attention to any need for special events scheduling. Be sure to give the name of the event, date, location, and arrival/departure times needed for each special event.

Please provide your written comments prior to April 05, 2013. Information may be faxed to 907-586-8365 or emailed to dot.amhs.comments@alaska.gov. A teleconference to hear comments and consider adjustments is scheduled for Tuesday, April 09, 2013 at 10:00 a.m. for Southeast schedules and at 1:30 p.m. for Southwest and Southcentral schedules. The meeting will held in Ketchikan at the Alaska Marine Highway Central Office, 7559 North Tongass Highway for participants wishing to attend in person.

The toll free number to participate in both teleconferences is: 1-800-315-6338, conference code 3902#. The link to access the proposed schedule patterns is http://www.dot.state.ak.us/amhs/share/schedule/considerations.pdf.

If you have any additional questions or need additional information, please contact the AMHS Operations Manager, Tony Karvelas, at (907) 228-7252 or (907) 617-4277.

Sincerely,

Captain John F. Falvey, Jr.

General Manager

JFF:gn

ENCLOSURES:

Draft FY14 Operating Plan 14.06

Calendars of Events

Weekly Vessel Pattern Graphs

FY14 Vessel Deployment Plan

Guide to Reading and using AMHS Scheduling Graphs

DISTRIBUTION:

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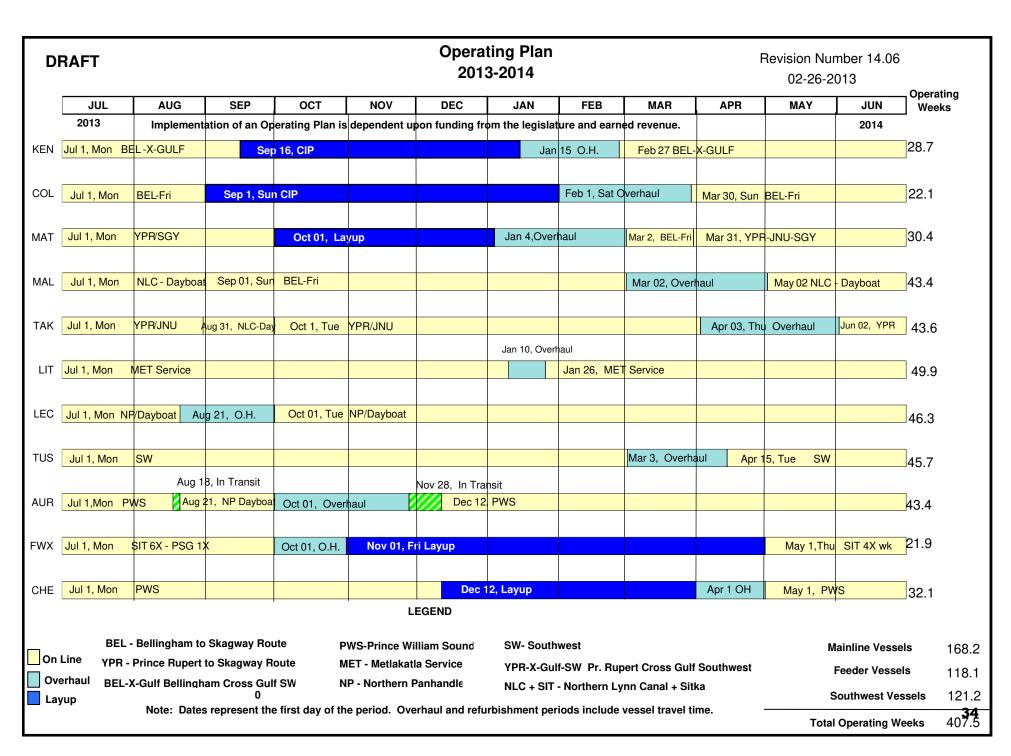
IBU

MM&P

MEBA

Tlingit & Haida Central Council

S.E. Alaska Tribal Government Advisory Committee



Alaska Marine Highway System FY14 Vessel Deployment Plan March 20, 2013

Vessel Deployment – Winter 2013-14

- Kennicott will enter a Federal CIP project in September and will commence Bellingham Cross Gulf service in early March.
- Columbia will enter a Federal CIP project in September and will resume the Bellingham to Skagway service in early April.
- Matanuska will be in Layup status October until entering Overhaul in early January. In early March she will pick up the Friday Bellingham route until early April when she resumes the Prince Rupert to Juneau route.
- Malaspina will run the Bellingham to Skagway route until entering overhaul in early March.
- Taku will sail the Prince Rupert to Juneau route until entering Overhaul in April.
- Lituya will sail between Annette Bay and Ketchikan until January when she enters a two week Overhaul period.
- LeConte will sail the Northern Panhandle route.
- Tustumena will sail SW until entering overhaul in early March. She will resume service in SW mid April.
- Aurora will sail in SE mid-August until early October to cover the Northern Panhandle while LeConte is in Overhaul. Aurora will then enter Overhaul in October. She will resume service in PWS mid December.
- Fairweather will be in Overhaul/Layup until early May.
- Chenega will enter Layup status mid December and will resume service in PWS in May.

Guide to Reading and Using AMHS Scheduling Graphs

(Or Spider Graphs as they are affectionately known)

The AMHS scheduling graphs convey a massive amount of information on a single page, and they can be confusing to understand and interpret. The following explanations and suggestions may help.

- 1. The title of the graph defines the geographic area depicted by the chart and the time period to which it applies. When "Wk 1 & 3" or "Wk 2 & 4" appear, it implies that the schedule alternates every other week of the month (i.e. that the schedule is not the same every week). Essentially, a week 1 schedule would be followed by week 2, then back to week 3 (which is the same as week 1) and so on to round out the 4 weeks of a month.
- 2. The days of the week and times of the day are spread across the top axis of the chart. Midnight to midnight is shown for each day with only noon shown on the graph for reference and to declutter it.
- 3. The various ports are shown on the left side axis of the chart using their three letter AMHS designator. A key to decipher port and ship codes is on page 2 of this guide. Ports with only one dock or ship berth are shown on a single line. Ports with multiple docks have a line for each dock (e.g. JNU 1, JNU 2, JNU 3). They are generally arranged in geographic order, such as Skagway at the top (north) and Bellingham at the bottom (south). This is necessary since we can have multiple ships in Juneau at one time, but cannot at a port with only one dock.
- 4. Each ship is shown in a different color, and has the ship's three letter identifier listed beside it throughout the chart for reference. A solid bar of a particular ship's color in a specific port's row on the chart indicates the time for that ship to be in that port. By reference to the top axis, you can determine the approximate times of those in port periods.
- 5. Thin lines of a ship's color between ports indicate transit time for that particular ship between the two ports at either end of the line.
- 6. Thin lines that "run off the right edge of the chart" are continued, either on the left edge of the same chart (if running on a weekly scheduling cycle) or on the left edge of the alternating Wk 1&3, Wk 2&4 chart (if running on a two week scheduling cycle).
- 7. Ships that transition between geographic areas (e.g. Kennicott going across the Gulf of Alaska) have a notation box at the end of their thin transit line indicating such "To X-Gulf" or "Fr X-Gulf"

Suggestions for use:

- 1. To see what a particular ship does, just follow that ship's colored line as it zigzags across the chart to determine what ports it visits and on what days and at what approximate times.
- 2. To see what service a particular community receives, just follow that community's horizontal row across the chart to see what ships stop in that community and on which days of the week and times of the day that happens. You can also determine, by looking at that ship's thin transit lines, where a ship serving your community is coming from and where it is going to next.

AMHS Community and Ship Three Letter Codes

Communities

AKU = Akutan ANG = Angoon

BEL = Bellingham, WA

CBY = Cold Bay

CDV = Cordova CHB = Chenega Bay

CHG = Chignik

FPS = False Pass

GUS = Gustavus

HNS = Haines

HNH = Hoonah

HOM = Homer

JNU = Juneau (Auke Bay)

KAE = Kake

KCV = King Cove

KOD = Kodiak

KTN = Ketchikan

MET = Metlakatla

OLD = Old Harbor

ORI = Port Lions

OUZ = Ouzinkie

PEL = Pelican

PSG = Petersburg

SDP = Sand Point

SDV = Seldovia

SGY = Skagway

SIT = Sitka

TAT = Tatitlek

TKE = Tenakee

UNA = Unalaska/Dutch Harbor

VDZ = Valdez

WRG = Wrangell

WTR = Whittier

YAK = Yakutat

YPR = Prince Rupert, BC

Ships

AUR = Aurora

CHE = Chenega (Fast Ferry)

COL = Columbia

FWX = Fairweather (Fast Ferry)

KEN = Kennicott

LEC = LeConte

LIT = Lituya

MAL = Malaspina

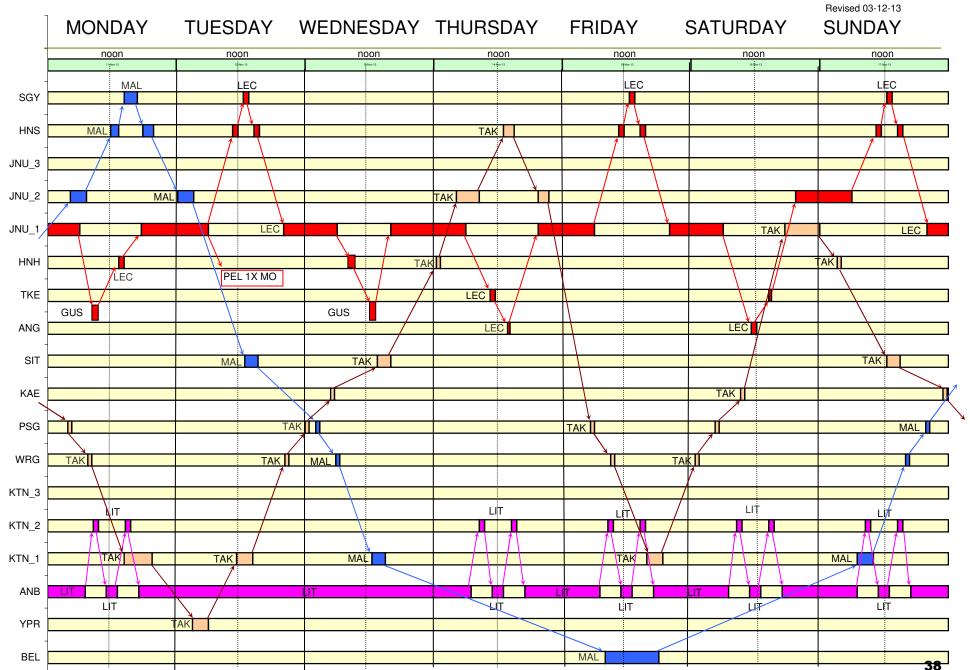
MAT = Matanuska

TAK = Taku

TUS = Tustumena

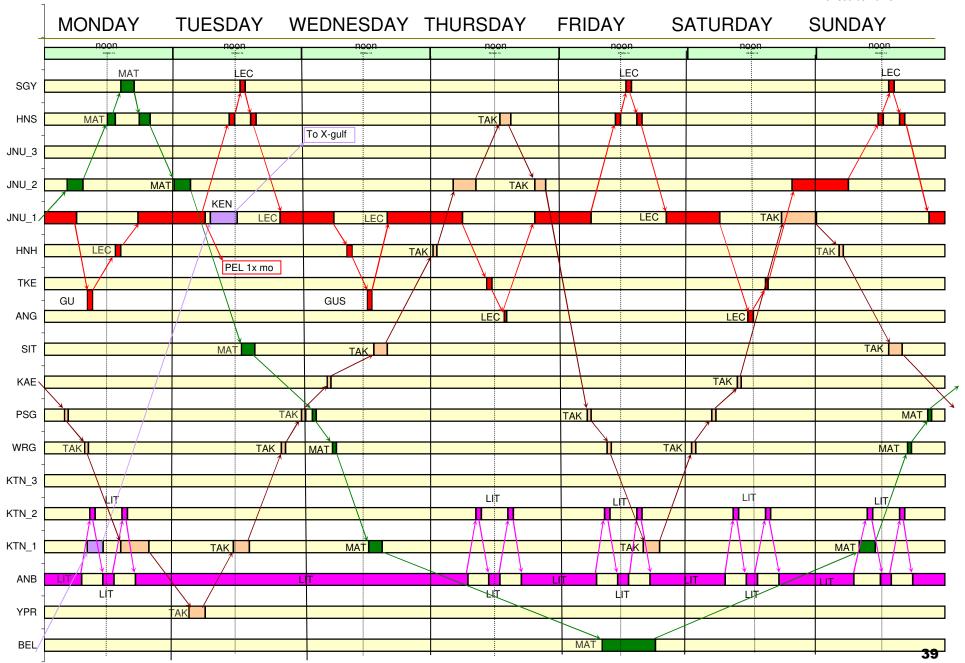
Winter 2013-14 SE Oct-Feb

DRAFT



Winter 2013-14 SE Mar-Apr

DRAFT



2013-2014 F/W/S SOUTHEAST COMMUNITY EVENTS

rev 3-20-13

OCTOBER

ANB/ANS Grand Camp Convention

Octoberfest Celebration PSG All month

SIT

Alaska Day Celebration

Annual Bridge Club Tournament

Region V Honor Festival Region V Swim/Dive

NOVEMBER

Bald Eagle Festival HNS Nov 11-17

Juneau Public Market JNU

Whale Fest SIT Nov 7-10

Volleyball 3A/4A

DECEMBER

Victorian Yuletide Celebration SGY

Wrestling 21A/2A/3A

JANUARY

Legislature Reconvenes JNU 21-Jan

Alcan 200 Snowmachine Race HNS Jan 17-18

Wrestling 4A

FEBRUARY

Dick Hotch Basketball Tourney HNS
All Native Basketball Tourney YPR

Sitka Jazz Fest SIT

MARCH

ArtiGras SIT

1A Basketball Tourney

2A/2A/4A Basketball Tourney

Buckwheat Ski Classic SGY 22-Mar

Gold Medal Basketball Tourney JNU

APRIL

Alaska State Folk Festival JNU Apr 7-13

High School Music Festival

Wrangell Garnet Festival WRG

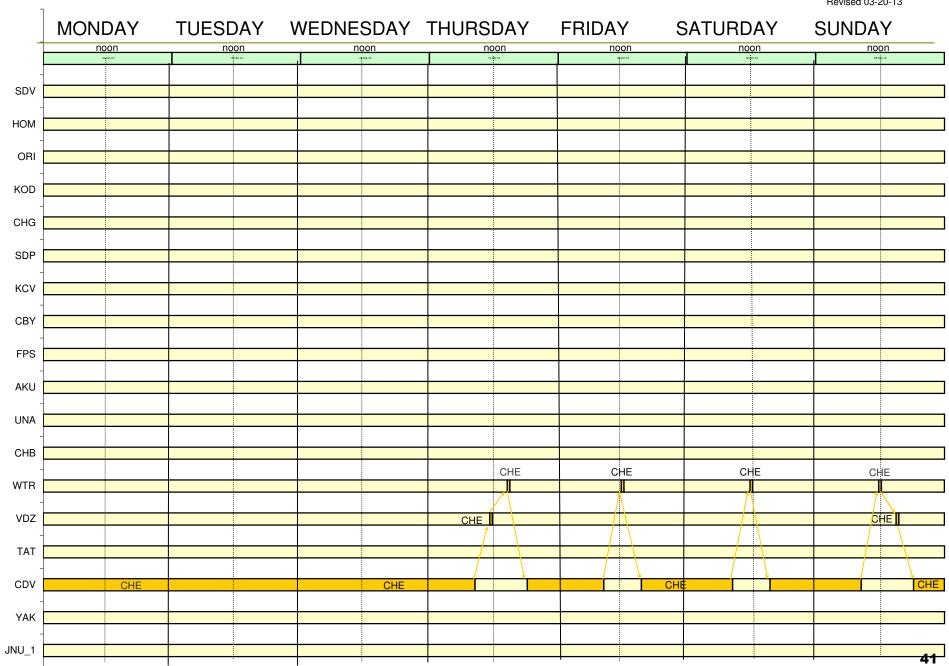
Art Festival

Legislature session ends JNU 20-Apr

Please review the above Community Calendar of Events and comment on any events that are missed for your community. Schedule patterns may be changed if warranted to be able to provide service to/from the events.

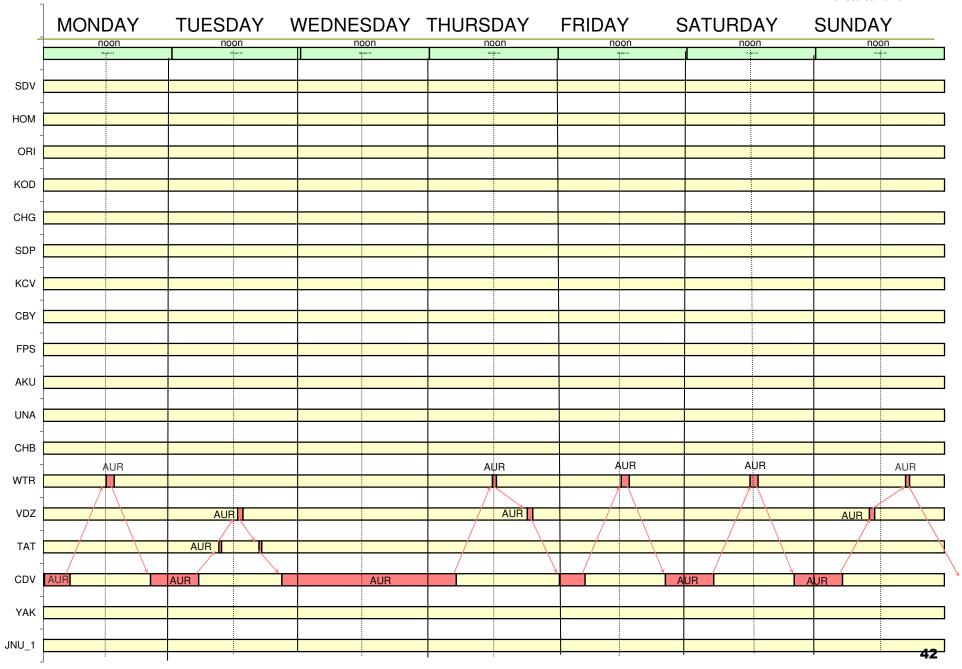
Winter 2013-14 PWS Oct-Nov

DRAFT



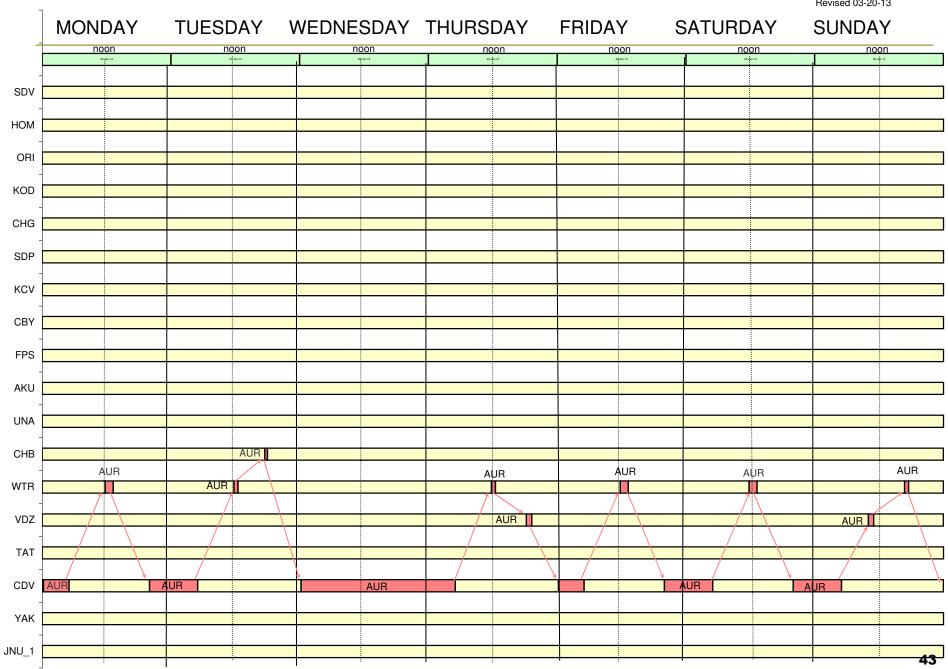
Winter 2013-14 PWS Dec-Apr Wk 1&2 TAT

DRAFT



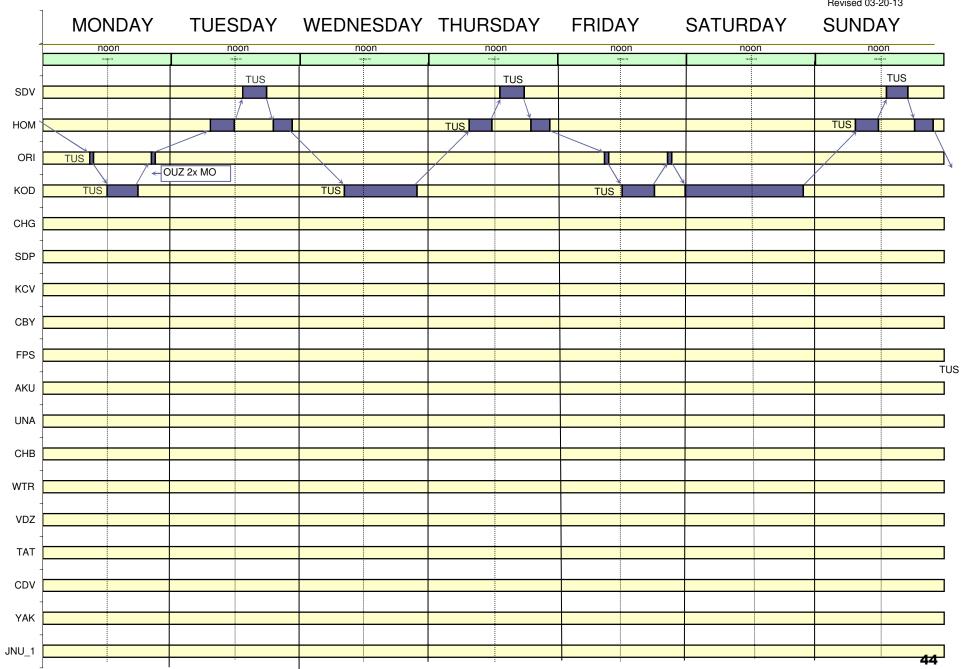
Winter 2013-14 PWS Dec-Apr Wk 3&4 CHB

DRAFT



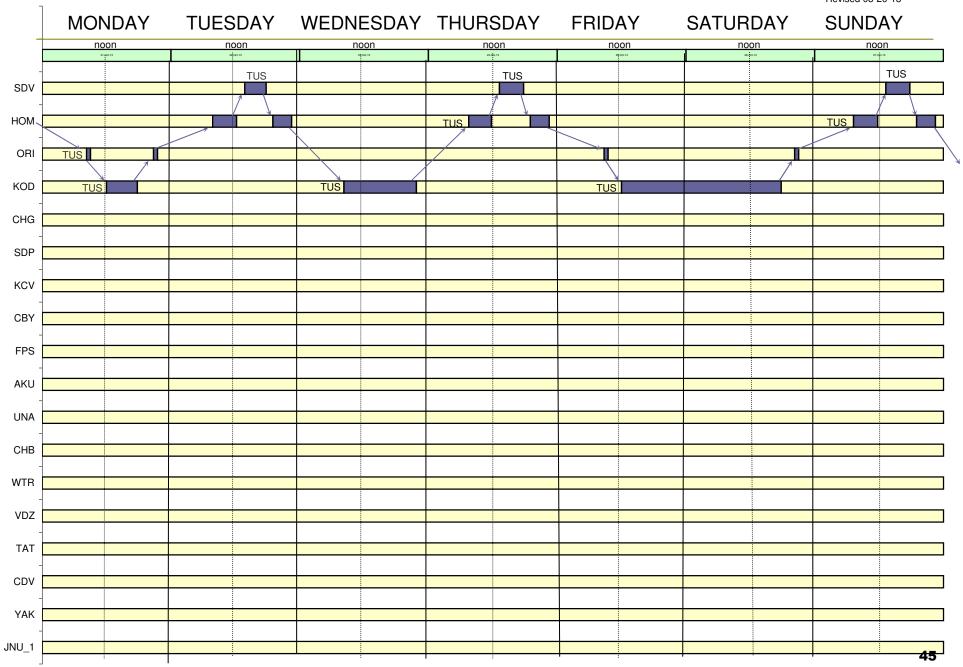
Winter 2013-14 SW Oct-Feb, mid Apr Wk 1 & 3

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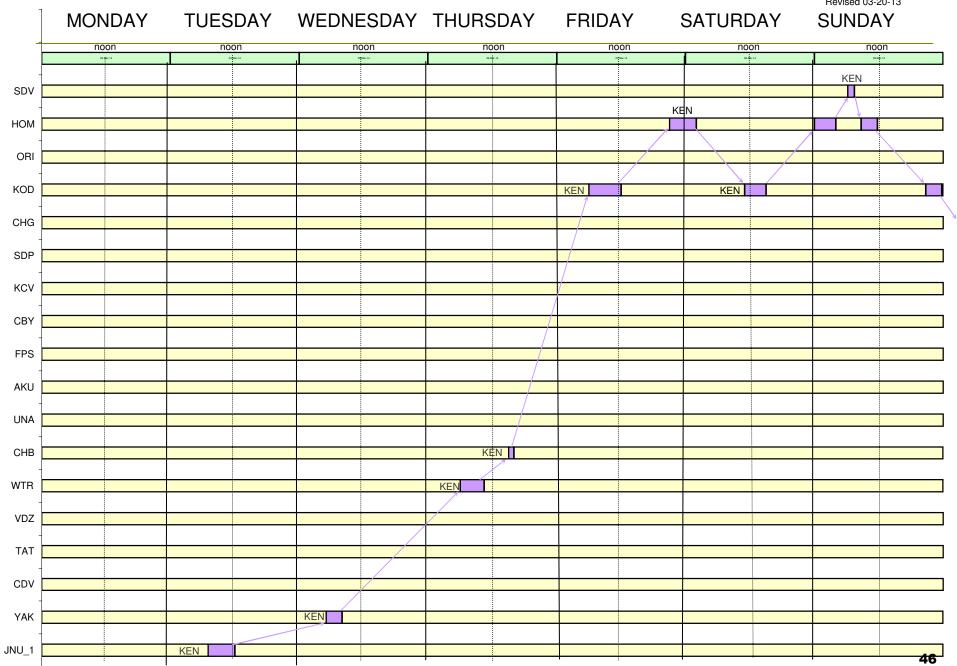
Winter 2013-14 SW Oct-Feb, mid Apr Wk 2 & 4

DRAFT



Winter 2013-14 SW Mar to mid Apr Wk 1 & 3

DRAFT



Winter 2013-14 SW Mar to mid Apr Wk 2 & 4

DRAFT



2013-2014 F/W/S SOUTHWEST COMMUNITY EVENTS

Rev. 3-20-13

OCTOBER
NOVEMBER Sobriety Celebration – Cordova
DECEMBER
<u>JANUARY</u>
<u>FEBRUARY</u>
Ice Worm Festival – Cordova Feb 5-7
MARCH
<u>APRIL</u>
Please review the above Community Calendar of Events and comment on any events that are missed for your community. Schedule patterns may be changed if warranted to be able to provide service to/from the events.



Chenega IRA Council

Post Office Box 8079

Chenega Bay, Alaska 99574-8079

Phone: (907) 573-5132/5212 Fax: (907) 573-5120

March 13, 2013

City of Cordova 602 Railroad Ave PO Box 1210 Cordova, Ak 99574 RECEIVED

MAR 2₁ 2013

City of Cordova

Re: 2013 Chenega Memorial Donation Request

Dear Sir or Madam,

The Chenega Memorial Service will be held this year on June 7th. The Native Village of Chenega and the Chenega IRA Council have begun preparations for this service and celebration, which will be held again at the Old Chenega Site on Chenega Island.

Larry Evanoff, Chenega IRA Council President, explains in a 2004 statement why we go back to the old village site for this Memorial Day Event:

"I would like to share a little history with you regarding this special event. The settlement on Chenega Island was founded in the early 1700's and is recognized as one of the oldest Native settlements in Prince William Sound, dating back at least 200 years. The residents of Chenega were Alutiiq or better known as Aleut people. The March 27, 1964 earthquake and tsunami destroyed the village; 26 of the tribe's 80 members perished. We have held a memorial service annually since 1976 for those lost in the quake and tsunami. It is a solemn day when we pay our deepest respect and honor their memory.

On behalf of the Native Village of Chenega and the Chenega IRA Council, we are asking for donations to help make this memorial/celebration another successful day. Please fill out the form attached to this letter and mail it back to the Chenega IRA Council office at before May 1, 2013. Your contributions are tax-deductible and are greatly appreciated. Please contact Sandra Angaiak at 907-573-5132 or s.angaiak@nativevillageofchanega.com if you have any questions or require more information.

On behalf of the Native Village of Chenega and the Chenega IRA Council, we thank you in advance for your support in making our Memorial Service and Celebration event a success.

Respectfully,

Jordan Keeler, Executive Director

Chenega IRA Council

IF Keels



CITY OF CORDOVA Office of City Manager

City of Cordova 602 Railroad Ave. P.O. Box 1210 Cordova, Alaska 99574

Phone: (907) 424-6200 Fax: (907) 424-6000

Email: citymanager@cityofcordova.net

Web: www.cityofcordova.net

March 27, 2013

Memo to City Council

Re: CCMC EIFS Repair and Refinish

CMC 5.12.040 "Council approval of contracts" says:

No contract for supplies, services or construction which obligates the city to pay more than fifteen thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

- A. The identity of the contractor;
- B. The contract price;
- C. The nature and quantity of the performance that the city shall receive under the contract; and
- D. The time for performance under the contract.

I recommend the city enter into a contract with Bradshaw & Associates of Anchorage, Alaska, to perform the base bid EIFS repair and refinish work as well as additive alternate #1 base coat, to the Cordova Community Medical Center as set forth in the attached Bidding Requirements and Contract Documents for the construction of the Cordova Community Hospital EIFS Repair and Refinish assembled by CH2MHILL. (Exhibit A).

The total contract price is not to exceed Two Hundred and Twenty Five Thousand Five Hundred Dollars (\$225,500.00).

A summary of the nature and quantity of the performance the city shall receive is set forth in the attached Bidding Requirements and Contract Documents for the construction of the Cordova Community Hospital EIFS Repair and Refinish assembled by CH2MHILLRFP (Exhibit A).

The time for performance is for all work to be completed is 10 weeks after notice to proceed is issued.

Recommended action: Voice Vote.

I move to direct the City Manager to enter into a contract with Bradshaw & Associates of Anchorage, Alaska, to perform the base bid EIFS repair and refinish work as well as additive alternate #1 base coat, to the Cordova Community Medical Center for a sum of Two Hundred and Twenty Five Thousand Five Hundred Dollars (\$225,500.00).

Thank you, Donald Moore City Manager

CCMC Capitol Projects Budget	\$ value	Notes	1
cewie capitor Projects Budget	y value	Notes	
Desiginated Legislative Grant 12-DC-801	\$2,000,000.00		
	, ,,		
CCMC Roof Replacement			
CH2MHILL Roof Repair Evaluation & Recommendations	-\$13,500.00		
CH2MHILL Roofing Replacement Design/Bid/Construction	-\$147,000.00		
CH2MHILL Amendment #2 Contingency/skylight infill eng	-\$12,000.00		
PM/Contract Administration Services	-\$12,300.00	JH Services (4-months for roof only)	Actual Cost 3-12-13
		Carol tracking cost per Charles time sheets -	
Waste Department Cost for extending operating hours to accomidate		cost to be billed to city for inclusion into	
demolition schedule	-\$3,424.80		
IAR Base Contact	-\$899,700.00		
Insulated Pannel Substitution Credit	\$6,463.80		
Coupola Re-design Credit Edge Detail Modification Credit	\$5,170.25 \$0.00		
Framing Rot Replacement Extra	-\$23,116.10		
Plywood Rot Replacement Extra	-\$7,113.92		
S-5 Snow Guard Extra		pending CO#2	
Skylight Infill Extra		pending CO#2	-\$938,286.41 IAR total contract value
Skylight limit Extra		NLE Estimate #44	-\$938,286.41 TAR LOCAL CONTRACT VALUE
Misc. Electrical and ambulance bay lighting	. ,	NLE Estimate #44	
Sigange Replacement (Sign Co)Extra		Sinco Contract value	-\$12,540.00
Signage Electrical Work	. ,	NLE Estimate #44	-512,540.00
Signage Contingency (10%)		ROM	Not used. Signs installed and complete
Lighting Grounding For new radio system		NLE Estimate #45	Not used. Signs installed and complete
CCMC Fire Marshal Review	-\$4,396.88		
CCMC Legal/Contract review	-\$3,393.00		
Ralph Bullis Charge???	-\$430.00		John checking to see what this is about.
raipii buiis charge: : :	Ş+30.00		-\$1,209,050.69 cost to date for roof project
CCMC HVAC Repairs			(4)203)030103 COST to date 101 1001 project
Mike Wheeler HVAC System Analysis	-\$4,802.50	PAID	
Siemens Pneumatic Control System Review and Adjustment	-\$6,970.00	PAID	
Pneumatic Control System Restoration (Siemens Estimate)	-\$126,980.00		Original estimate from Seimens 108k
New DDC Control System (Siemens Estimate)		(\$280,000.00)	ROM from Siemens
System Balancing (after either Pneumatics repair or New DDC)	-\$57,294.00		Original estimate from siemens 30k
		JH Services (assuming 6 month project	
PM/Contract Administration Services	\$0.00	durration)	40k in JH services cost deleted 3-11-13
Legal/Contract development	-\$10,000.00		
Insurance	-\$7,000.00		
Contingency 10%	-\$20,000.00	ROM	
			-\$233,046.50 ccmc HVAC cost
CCMC Flooring Replacement			·
RBI Estimate for new hosiptal Flooring (excluding sound alt and llanka)		RBI estimate 190K (solid number JH)	
Flooring Contingency	-\$20,000.00		
Insurance	-\$10,000.00		
Legal fees	-\$10,000.00	ROM	-\$240,000.00
CCMC Extreior Drivit Repair			
EFFIS Repair		CH2MHILL Engineers estimate 170k to 190k	CH2MHILL Rough SF estimatewaiting on clarification of housing and travel cost
CH2MHILL Design Phases		CH2MHILL PROPOSAL 12-19-12	
CH2MHILL Construction Phase	. ,	CH2MHILL PROPOSAL 12-19-12	
Legal	-\$10,000.00		
Contingency	-\$20,000.00		-\$316,700.00
PM/Administration fees	\$0.00	\$15,000	Not required as JH on staff but left in as contingency until hard bid
Total Funds Remaining	\$1,202.81		-\$1,998,797.19

^{-\$1,220,823.19} spent to date 3-12-13 -\$777,974.00 Remaing Budgeted Funds 3-12-13 -\$1,998,797.19

To: Mayor and City Council

Through: Donald L. Moore, Interim City Manager

Subject: Purchase of Road Grader

Date: 26 March 2013

From: Moe Zamarron, Director of Public Works

As has been presented to City Council the LT2 loan funds allow for the purchase of a road grader to enhance access to water facilities in winter conditions. The City Charter provides for purchases of this type to be made in connection with the Alaska State equipment procurement process. The bidding process has been completed at the state level and municipalities are able to make the purchases at the same pricing.

Attached is the quote for the road grader we are interested in and we are requesting approval to proceed with this purchase. Written confirmation of the applicability of LT2 funds for the Water Division's portion of this purchase has been received and repayment will be made over the life of the loan which is 20 years.

The purchase price is \$378,613 for a new, all-wheel drive Caterpillar 14M AWD motor grader with options and attachments as defined on the quote sheet. This will be the first equipment purchase using the \$1,081,500 loan just passed by the voters.

It is recommended that City Council direct the City Manager to enter into a purchase agreement with NC Machinery for one road grader as described on the attached state contract summary.

Thank you,

Moe Zamarron

Director of Public Works

Alaska State Contract CA1500-10 Motor Graders (First Paragraph)

SECTION I

SPECIAL TERMS AND CONDITIONS

- 1.0 CONTRACT INTENT:
- 1.1 Intent: the purchase of Motor Graders.
- 1.2 Contract Period:One year with (2) two one year renewal options.
- 1.3 Quantities: We estimate 15 motor graders in year one and 5 in each renewal year; totals could be less or more depending on unforeseen circumstances.
- 1.4 Location of Use: Statewide.
- 1.5 Dealer warranty locations, at a minimum: Anchorage and Fairbanks, Alaska.
- 1.6 In addition to the State of Alaska requirements, the Municipality of Anchorage and other Alaska political subdivisions may cooperatively purchase from the resulting contract.
- 1.6.1 At no time may the contractor change the terms and conditions, alter the price to another entity, which differs from the contractual price, nor charge undisclosed administrative fees to allow cooperative purchasing.

Below is the Cordova Code on procurement

5.12.150 - Sole source procurements.



- A. The city may procure supplies, services or construction without competition where the city manager determines in writing that one of the following circumstances applies:
- 1. Supplies, services or construction that reasonably meet the city's requirements are available from only one vendor;
 - 2. The supplies, services or construction have a uniform price wherever purchased;
- 3. The supplies, services or construction may be purchased from or through another governmental unit at a price lower than that obtainable from private vendors;
 - 4. The price of the supplies, services or construction is fixed by a regulatory authority; or
- 5. The contract is for professional services that the council by resolution determines to procure without formal competition.
- B. The award of any contract under this section shall be subject to prior council approval in accordance with Section 5.12.040

CONTRACT CA1500-10 MOTOR GRADERS

Replacing V-____

NC Machinery 6450 Arctic Blvd. Anchorage, AK 99519 Contract Start Date 4/19/10 Contract Expiration Date 4/18/2011 (Extension expire 4/18/2013 if utilized)

STREET, STREET, ST.	Qty.	Description	Make/Model		<u>Price</u>	PO TOTAL	Price Updated
CONTRACTOR AND	≥ 0	Motor Grader, minimum 35,000 pound	CAT 140M	\$	275,695.00	\$ -	12/28/2011
2200000	v 0	Warranty, Year Two (2)		\$	3,690.00	\$ -	12/28/2011
West State	√ 0	Warranty, Year Three (3)		\$	540.00	\$ -	12/28/2011
***************************************	0	Supplemental Emergency Power Steering		\$	-	\$ -	
Second Second	0	Tire Studs		\$	1,222.00	\$ -	12/28/2011
*************	<i>.</i> 0	Push Block	CAT	\$	3,450.00	\$ -	12/28/2011
2000000	V 0	Scarifier	CAT	\$	11,841.00	\$ -	12/28/2011
OCCUPANT OF THE PERSON	,O	Snow Wing, 12 Foot	Henke	\$	16,778.00		12/28/2011
***************************************	$\sqrt{0}$	Snow Plow (Multi-Directional)	Kenke	\$	27,307.00	in North Britain North Control of	12/28/2011
	√0	Auto Lube System	Beka Max	\$	12,222.00		
77	√ 0	Training in Anchorage		\$	1,000.00		
	₽.	Training in Fairbanks		\$	1,500.00	- NATA NEW MARKANING AND STREAM AND	
2000000	₽.	Training in Juneau		\$	1,500.00		
- Continue	√ 0	Diagnostic tools, Year One (1)		\$	1,900.00	\$ -	
20220200	√ 0	Diagnostic tools, Year Two (2)		\$	1,900.00	\$ -	
- Constitution	v 0	Diagnostic tools, Year Three (3)		\$	1,900.00		
asatta asat	√ 0	Oil Sampling, Year One (1) -REQUIRED		\$	384.00	\$ -	
Stemento	v 0	Oil Sampling, Year Two (2) -REQUIRED		\$	384.00		
	10,	Oil Sampling, Year Three (3) -REQUIRED		\$	384.00		
200000000000000000000000000000000000000	10	Publications – Per Set		\$	825.00		
	18	Final Inspections – Per Person		\$	1,000.00	\$ -	
		Additional Options					
The same of the sa	Q	INSTALLATION, ACCUGRADE READY		\$	6,614.00	\$ -	12/28/2011
000000000000000000000000000000000000000	,	Allows the Motor Grader to be equipped with either a Cross S	Slope,				
2000		Sonic, Laser, GPS, or ATS electronics kit.					
Name of the least		Provides cab switches, software, harnesses for sensors, mou	unting				
Constitutions		for sensors and blade mast bracket.					
	√ 0	CAMERA, REAR VISION		\$	2,475.00	\$ -	12/28/2011
Total Contract		Provides a 115 degree color camera mounted on the rear of	the		,		
200		hood that is connected to a 7 inch (178mm) LCD color displa					
- The state of the		mounted in the cab which shows the view behind the machin					
	√ 0	AWD Option	·	\$	35,166.00	\$ -	12/28/2011
				PO	TOTAL	\$ -	
1				****			1

\$ 378,613



CITY OF CORDOVA Office of City Manager

City of Cordova 602 Railroad Ave. P.O. Box 1210 Cordova, Alaska 99574

Phone: (907) 424-6200 Fax: (907) 424-6000

Email: citymanager@cityofcordova.net

Web: www.cityofcordova.net

March 27, 2013

Memo to City Council

Re: Public Works Shop Electrical System Design Build

CMC 5.12.040 "Council approval of contracts" says:

No contract for supplies, services or construction which obligates the city to pay more than fifteen thousand dollars may be executed unless the council has approved a memorandum setting forth the following essential terms of the contract:

- A. The identity of the contractor;
- B. The contract price;
- C. The nature and quantity of the performance that the city shall receive under the contract; and
- D. The time for performance under the contract.

I recommend the city enter into a contract with Northern Lights Electrical of Cordova, Alaska, to perform the design, engineering, construction and installation of a new NEC compliant electrical system at the City Of Cordova Public Works Shop as set forth in the attached Request for proposal #03-13. (Exhibit A).

The total contract price is not to exceed Ninety Eight Thousand Eight Hundred and Ten Dollars (\$98,810.00).

A summary of the nature and quantity of the performance the city shall receive is set forth in the attached Request for proposal #03-13 (Exhibit A).

The project will be broken into two phases to accommodate the available funding. The project will be funded from the Public Works Capital Improvements budget of which \$60,000 is available for 2013 and \$60,000 for 2014. The time for performance is for the 2013 phase (\$50,000) to be completed within 5 weeks of notice to proceed and the 2014 phase (\$48,810) to be completed within 5 weeks of 1-1-2014.

Recommended action: Voice Vote.

I move to direct the City Manager to enter into a contract with Northern Lights Electrical of Cordova, Alaska, to perform the design, engineering, construction and installation of a new NEC compliant electrical system at the City Of Cordova Public Works Shop for a sum Ninety Eight Thousand Eight Hundred and Ten Dollars (\$98,810.00).

Thank you, Donald Moore City Manager City of Cordova
Cordova, Alaska
Public Works
Request for Proposal # 03-13
Public Works Shop Electrical System Design build
REQUEST FOR PROPOSAL

The City of Cordova is requesting written proposals from qualified electrical contractors interested in providing for design, engineering, construction and installation of a new NEC compliant electrical system at the City Of Cordova Public Works Shop. Sealed proposals, plainly marked, "RFP #03-13 – Public Works Shop Electrical System Design build" addressed to the City Manager, City of Cordova, P.O. Box 1210, Cordova, AK 99574 will be accepted until 2:00 p.m. March 19, 2013. PROPOSALS RECEIVED AFTER 2:00 P.M. WILL NOT BE CONSIDERED.

Copies of this RFP may be obtained at the front desk of Cordova City Hall, or from citymanager@cityofcordova.net, or by calling (907) 424-6200.

The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to accept any proposal that is in the best interest of the City and to negotiate the terms and conditions of any proposal leading to acceptance and final execution of a contract for services.

If you have any questions pertaining to the submittal and review process of City bids please contact the City Manager at the following number: 907-424-6200.

The City requires potential Contractors to visit the Public Works Shop to better understand the dynamics, operations, location and access throughout the facility. To arrange for a visit or if you have any questions pertaining to the specifics of this RFP and the scope of services, please contact the City of Cordova Project Manager, Josh Hallquist at the following number: 907-253-6232.

I. INTENT OF SOLICITATION

The City of Cordova (City) is soliciting competitive proposals from qualified electrical contractors interested in providing for the design, engineering, construction and installation of a new NEC compliant electrical system at the City of Cordova Public Works Shop. This new system is to include all aspects of the electrical system including new lighting. Additional service requirements will be found in SECTION III, SCOPE OF WORK.

II. BACKGROUND

The City of Cordova Public Works Shop is an operating facility that houses the Public Works equipment shop, Streets Division equipment, Streets Division Office, and material storage. The building was purchased by the city many years ago and no as-built drawings are available.

The building is wood framed and measures 60' x 120' and consists of two 60'x40' heated bays and one 60'x40' unheated bay. The building is roughly 30' tall. The two heated bays have a storage mezzanine along the back wall with a small office and bathroom underneath.

The existing electrical system is out of date and does not meet the NEC. OSHA performed an inspection of the building at the request of the city and the electrical system was noted as a safety issue.

The facility will continue to operate throughout the project and the contractor will be expected to provide temporary power & lighting and/or phase the work in a manner that allows the facility to continue to operate effectively for the duration of the project.

III. SCOPE OF WORK

Contractor will be solely responsible for the safety of contractor's employees and other relative to contractors work, work procedures, material, equipment, transportation, signage and related activities and equipment. Contractor shall operate in compliance with all State and Federal regulations. Contractor shall keep in force all licenses, business permits and other permits required to perform the services of this agreement.

Provide the necessary design work, engineering, material, equipment, temporary services, and labor to install a new NEC compliant electrical system for the City of Cordova Public Works Shop. Demolition/removal of exposed portions of the existing system is required. The following submittal items are required by the city of Cordova as part of the project.

- Engineered design drawings stamped by a licensed electrical engineer for owner approval. The design should address ALL aspects of the electrical system including, but not limited to;
 - High bay lighting
 - o Office lighting
 - Mezzanine lighting
 - Bathroom lighting
 - Exterior lighting
 - High bay ceiling fans
 - Equipment lift
 - o Air compressors
 - Welders
 - o Automatic lube system
 - Outlets
 - o Tire machine
 - o Table saw
 - o Boiler
 - Water heater
 - Overhead doors
 - Work stations
 - Main distribution panel
 - Sub panels
 - Main service disconnect
 - Service entry
- Product Data for all equipment and material for owner approval.
- Detailed schedule

Work shall be completed no later than June 1, 2013 (or 10 weeks from notice to proceed)

Contractor shall coordinate with the local electrical utility (Cordova Electric Cooperative) as needed to support work activities.

IV. SUBMITTAL REQUIREMENTS

Each Vendor shall submit two (2) original signed copies of its proposal. The proposal shall be submitted in the following manner:

1. Contractor Description. Provide a description and history of the Contractor emphasizing the Contractor's resources and expertise in the area(s) relevant to this RFP. In addition, identify

the person(s) who has decision-making authority for the Contractor; and who will be the Contractor's primary contact person(s) with the City.

2. Proposals

- Clearly state the total cost to the City for completion of all work.
- Provide proposed layout drawings that identify major system components as noted above in the scope of work.
- Provide cost breakdown that clearly identifies major electrical components, labor, and equipment.
- Provide detailed work plan that indicates how ongoing public works operation will be allowed to safely operate during the project.
- Provide a schedule that clearly identifies electrical work activities and duration's.
- Provide evidence of liability insurance, worker's compensation insurance, and electrical administrator's license.
- The Project will be subject to Title 36 Public Contracts Pamphlet 600 for onsite portion of work.

V. SELECTION CRITERIA

Each proposal shall be evaluated based on the following criteria based on the following sections of Cordova Municipal Code (CMC):

- 1. Total cost of Proposal to the City; (CMC 5.12.120(A)
- 2. Contractor's qualifications and responsibility. (CMC 5.12.170)
 - a. The skill and experience demonstrated by the bidder in performing contracts of a similar nature;
 - b. The bidder's record for honesty and integrity;
 - c. The bidder's capacity to perform in terms of facilities, equipment, personnel and financing;
 - d. The past and present compliance by the bidder with laws and ordinances related to its performance under the contract; and
 - e. The bidder's past performance under city contracts. If the bidder has failed in any material way to perform its obligations under any contract with the city, the city manager may consider the bidder to be not responsible.
 - f. The bidder's past performance of financial obligations to the city. If at the time of award the bidder is delinquent, overdue or in default on the payment of any money, debt or liability to the city, the city manager shall consider the bidder to be not responsible.

Proposals will be opened at the front desk in City Hall on March 19, 2013 at approximately 2:05 P.M. A contract may be awarded by City Council on March 22, 2013 if recommended by City Manager. The City of Cordova reserves the right to reject any and all proposals, to waive technical or legal deficiencies, to make such investigation as it deems necessary to evaluate Contractor's qualifications, to accept any proposal that may be deemed in the best interest of the City and to negotiate terms and conditions of any proposal leading to acceptance and final execution of a contract for services.

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: March 18, 2013

TO: Mayor & City Council

SUBJECT: Liquor License Renewal

The Clerk's office has received notification that the following local establishment has applied for renewal of its liquor license with the State Alcoholic Beverage Control Board. Police Chief Wintle and Finance Director Jon Stavig have been advised and their suggestions to Council are attached hereto.

Licenses: Cordova Hotel & Bar – Beverage Dispensary Lic. #277

Cordova Hotel & Bar – Package Store Lic. #278

Alternate motions: 1) move to protest... or 2) move to waive Council's right to protest... the ABC Board's approval of the application for renewal of the Cordova Hotel & Bar Beverage Dispensary Lic. #277 and Cordova Hotel & Bar – Package Store Lic. #278

Required Action: Majority voice vote.



Department of Commerce, Community, and Economic Development

ALCOHOLIC BEVERAGE CONTROL BOARD

2400 Viking Drive
Anc horage, Alaska 99501
Main: 907.263.5900
Chris Iambert: 907.263.5923
TDD: 907.465.5437

Fax: 907.263.5930

March 13, 2013

Renewal Application Notice

City of Cordova Attn: City Clerk

VIA EMAIL: cityclerk@cityofcordova.net

DBA	Lic Type	Lic #	Owner	Service Location
Cordova Hotel & Bar	Beverage Dispensary	277	Dorene K. Wickham	1st Between A & B Sts.
Cordova Hotel & Bar	Package Store	278	Dorene K. Wickham	1st Between A & B Sts.

We have received a renewal application for the above listed licenses within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 13 AAC 104.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 13 AAC 104.335(a)(3), AS 04.11.090(e), and 13 AAC 104.660(e) must be approved by the governing body.

Sincerely,

SHIRLEY A. COTÉ Director

/s/Christine C. Lambert

Christine C. Lambert
Licensing & Records Supervisor
Christine.lambert@alaska.gov

To: Mayor and City Council

Through: Donald L. Moore, Interim City Manager

Subject: Liquor License Renewal -- Cordova Hotel & Bar

Date: March 26, 2013

From: Jon K. Stavig, Finance Director

I have reviewed the status of Cordova Hotel & Bar regarding compliance with City Code relating to business license, sales tax and utility services.

From such review, I do find that Cordova Hotel & Bar is in arrears on payments due for sales tax, utilities payments and payments due under their settlement repayment schedule. Historically, they have been able to bring accounts current during the summer months. However at this time, I am recommending the City to protest renewal until such time all accounts are paid current.

Respectfully,

Jon K Stavig Finance Director City of Cordova

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: March 27, 2013

TO: Mayor and City Council

SUBJECT: Planning & Zoning Commission

There is a vacant seat on the Planning and Zoning Commission due to the resignation of Greg LoForte. The term expires in November 2013. The Clerk's Office advertised this vacancy and asked for letters of interest to be submitted by March 28. There has been one letter submitted at the time of the printing of this packet; from Roy Srb. The deadline had not been reached when the packet was printed so if any other letters arrive timely they will be brought to the meeting.

RECOMMENDED MOTION: Move to approve Mayor Kacsh's appointment of ______ to the Planning and Zoning Commission, to serve the remainder of a term that expires in November 2013.

REQUIRED ACTION: Majority voice vote.

Mr. Mayor,

I would like to submit my letter of interest re: the vacancy on the Planning and zoning commission.

It is my understanding that a current member is resigning his position effective immediately.

I would gladly be willing to fill this vacancy until the term of his appointment expires in November 2013.

Roy W. Srb

PO Box 1069

Cordova, Alaska. 99574

3/2/3

Pending agenda:

Capital Priorities List Meeting –June 2013, September 2013, December 2013, March 2014

Discussion of City Auditor RFP – September 4, 2013 Regular Meeting

Committees:

- Cordova Center Committee: Tim Joyce, Sylvia Lange, Dan Logan, Mark Lynch, Sam Greenwood, Moe Zamarron, Dave Reggiani, Cathy Sherman
- Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; John Bocci; and Jeremy Botz, ADF&G
- Cordova Trails Committee: Elizabeth Senear, VACANCY, Jim Kallander, Toni Godes, and David Zastrow
- **Public Services Building Design Committee**: David Reggiani Chairman, Chief George Wintle, vacancy, Jim Kacsh, Dick Groff, Mike Hicks, Tom Bailer
- *E-911 Committee*: Chief George Wintle Chairman, Bret Bradford, Gray Graham, Dick Groff, Mike Hicks (and/or Paul Trumblee), David Allison, George Covel
- City Manager Assessment Committee: Cindy Bradford, Mark Frohnapfel, Don Sjostedt, Kelly Weaverling, EJ Cheshier, James Kacsh, Dave Reggiani

Calendars:

3 months of calendars are attached hereto April 2013; May 2013; June 2013

April 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library	Absentee voting at City Hall	2 Run-off Election Polls open 7a—8p LMR	3 tbd HSB LMR 7:30 reg mtg LMR	4	5	6
7	8 6:30 P&Z w- Hrb Cms LMR Last day to appeal property assessment	9 6:30 P&Z LMR	7:00 Sch Bd HSL 7:00 Hrbr Cms CH	11 12 noon special mtg to certify election	12	13
14	15 7:00 BoE Hearing	16	7:30 reg mtg LMR	18	19	20
21	22 City's Financial Audit	23	24 City's Financial Audit	25	26 City's Financial Audit	27
28	29	30				Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library

May 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library			7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	2	3	4
5	6	7	8 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	9	10	11
12	13 5:30 Parks & Rec LMR	14 6:30 P&Z LMR	15 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library 68

June 2013

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm	HSL-High School Library					1
2	3	4	5 tbd HSB LMR 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	6	7	8
9	10 5:30 Parks & Rec LMR	11 6:30 P&Z LMR	12 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	13	14	15
16	17	18	19 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	20	21	22
23	24	25	26	27	28	29
30					Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm	HSL-High School Library