

Mayor
James Kacsh
Council Members
Kristin Carpenter
Tim Joyce
David Allison
Bret Bradford
EJ Cheshier
David Reggiani
James Burton

Interim City Manager
Donald Moore

City Clerk
Susan Bourgeois

Deputy Clerk
Tina Hammer

Student Council
Sarah Hoepfner
Gabrielle Brown

**REGULAR COUNCIL MEETING
MAY 01, 2013 @ 7:30 PM
LIBRARY MEETING ROOM**



AGENDA

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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.

C. ROLL CALL

Mayor James Kacsh, Council members Kristin Carpenter, Tim Joyce, David Allison, Bret Bradford, EJ Cheshier, David Reggiani and James Burton

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

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers – None
2. Audience comments regarding agenda items..... **(3 minutes per speaker)**
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)

6. Resolution 05-13-22..... **(page 1)**
A resolution of the City Council of the City of Cordova, Alaska, appropriating \$2,000 from the general fund to sponsor pilot lodging and fuel costs for the 100th Alaska anniversary flight
7. Resolution 05-13-24..... **(page 6)**
A resolution of the City Council of the City of Cordova, Alaska, authorizing the purchase of a new caterpillar 140M2 AWD road grader for the amount of \$378,613.00 plus shipping
8. Resolution 05-13-25..... **(page 9)**
A resolution of the City Council of the City of Cordova, Alaska, authorizing the purchase of new dumpsters in a variety of sizes for the amount of \$36,554.20
9. Resolution 05-13-26..... **(page 16)**
A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to contract with Northern Lights Electrical to furnish in-whole the electrical upgrades to the City's street maintenance shop for the price of \$98,810
10. Council approval of restaurant in bar per ABC board application..... **(page 19)**
11. Cordova Volunteer Fire Department confirmation of 2013 election of officers..... **(page 24)**
12. Proclamation of Appreciation to Robert Beedle..... **(page 25)**

H. APPROVAL OF MINUTES

13. Special Meeting Minutes 01-23-13..... **(page 26)**
14. Special Meeting Minutes 02-08-13..... **(page 29)**
15. Regular Meeting Minutes 04-03-13..... **(page 31)**

I. CONSIDERATION OF BIDS - None

J. REPORTS OF OFFICERS

16. Mayor's Report..... (page 36)
17. Manager's Report..... (page 37)
18. City Clerk's Report
 Staff Reports
 a. John Bitney, Legislative Lobbyist..... (page 38)
 b. Moe Zamarron – PWD 1Q report..... (page 40)

K. CORRESPONDENCE

19. Letter from EVOSTC 04-16-13 in re additional funding for Cordova Center..... (page 44)

L. ORDINANCES AND RESOLUTIONS

20. Resolution 05-13-23..... (roll call vote)(page 45)
 A resolution of the City Council of the City of Cordova, Alaska, establishing local government contribution of National Forest Receipts for the Cordova public school district for the school fiscal year ending June 30, 2014

M. UNFINISHED BUSINESS

21. Liquor License renewal Cordova Hotel and Bar..... (voice vote)(page 50)
(may be discussed in executive session)

N. NEW & MISCELLANEOUS BUSINESS

22. Recommendation from the Harbor Commission in re impoundments..... (voice vote)(page 55)
23. Pending Agenda and Calendar..... (page 56)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

24. Council Comments

Q. EXECUTIVE SESSION

25. Sales Tax issues
26. 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.

**If you have a disability that makes it difficult to attend city-sponsored functions,
you may contact 424-6200 for assistance.**

Full City Council agendas and packets available online at www.cityofcordova.net



CITY OF CORDOVA

Office of City Manager

To: Mayor and City Council
From: Donald L. Moore, Interim City Manager
Subject: Resolution Centennial Celebration of Flight in Alaska
Date: May 1, 2013

Attached is email correspondence as background for Resolution XX XX XX which appropriates \$2,000 to provide fuel purchase and lodging support for the proposed Aircraft demonstration and display.

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-13-22**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
APPROPRIATING \$2,000 FROM THE GENERAL FUND TO SPONSOR PILOT
LODGING AND FUEL COSTS FOR THE 100th ALASKA ANNIVERSARY FLIGHT.**

WHEREAS, the Alaska Air Show Association, in conjunction with several businesses, will be commemorating Alaska's 100th Anniversary of Flight during the summer of 2013 with a "barnstorming" event as Alaska-based warbirds and classic aircraft fly to four regions of Alaska to commemorate this historic time in Alaska's history; and

WHEREAS, the "barnstorming" will commence with a stop in Cordova on May 9th and 10th, including a static display of seven historic aircraft at Mudhole Smith Airport, a museum event commemorating the first flight, and a Chamber of Commerce breakfast send-off for the pilots; and

WHEREAS, events will be open to the Cordova community, affording the public the opportunity to participate in this centennial event; and

WHEREAS, the event organizers are requesting in-kind and financial assistance from the host communities to help defray overall costs of the event towards which the Cordova Police Department is providing security for airport-based event and the Cordova Museum is hosting an evening event; and

WHEREAS, the event organizers have further requested that the City of Cordova consider an in-kind sponsorship to provide lodging and refueling costs for 10 pilots while in Cordova, for a projected amount of \$2,000; and

WHEREAS, the event organizers will recognize in-kind sponsorships for the event and will include the sponsors' name and logo on the Alaska Airshow Association website and event posters.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, that: the amount of \$2,000.00 is herewith appropriated from the General Fund to fund the event related fuel and housing costs; and

PASSED AND APPROVED THIS 1st DAY OF MAY, 2013.

James Kacsh, Mayor

Attest:

Susan Bourgeois, City Clerk

City of Cordova
Fiscal Note

Date: April 23, 2013

Agenda Date: May 1, 2013

Amount: \$2,000	Subject: Pilot Lodging and Fuel support for the 100th Anniversary of Alaska Flight Aircraft show and demonstration
Fiscal Impact: Yes No X	
Budgeted: Yes No X	Resolution/Ordinance Resolution
From Account#: FY 2013 General Fund Fund Reserve	
To Account#:	
Prepared by: City Manager	

Expenditures	FY 2013	FY 2014	FY 2015
Contractual			
Supplies			
Equipment			
Travel			
Land/Structure			
Grants			
Misc. Fuel, Lodging to support pilots	\$2,000		
	FY 2013	FY 2014	FY 2015
Revenue			
Funding Source	FY 2013	FY 2014	FY 2015
General Fund	\$2,000		
State/ Federal Grants			
Other			

Additional Information

This expenditure will provide Pilot Lodging and fuel costs in support of the Aircraft demonstration and display associated with the Centennial Anniversary of Alaskan Flight.

Don Moore

From: Jane Dale <jdale@alaska.com>
Sent: Sunday, April 21, 2013 1:56 PM
To: Don Moore
Subject: Sponsorship Celebrating 100 Years of Aviation in Alaska

Don:

At this point, we estimate the hotel costs to be \$750 (\$75 per person and 10 people) and fuel to be \$1225.00 (roughly \$245/aircraft and 5 aircraft). The fuel will likely be a bit higher since we hope to offer rides and provide some aerial demonstrations. The museum is planning a reception and hopes to find a sponsor for snacks.

The chamber is organizing a "meet and greet" the pilots at the airport, potluck dinner and a sendoff breakfast at the Killer Whale. The schools plan to bus their students to the airport for the "meet and greet" it should be a lot of fun and educational. Hope to see you there if you have time.

I will forward the itinerary later this week.

Thanks again,

Jane Dale

From: Jane Dale [mailto:jdale@alaska.com]
Sent: Monday, March 11, 2013 1:05 PM
To: 'Don Moore'
Subject: Centennial Celebration of Flight in Alaska

Don,

The Alaska Air Show Association in conjunction with several businesses will be commemorating Alaska's 100th Anniversary of Flight during the summer of 2013. Alaska based war birds and classic aircraft will fly to four regions of Alaska with potential events planned in Cordova, Valdez, Homer, King Salmon, Dillingham, Bethel, Galena, Unalakleet, Nome, Barrow, Fairbanks and Anchorage to commemorate this historic time in Alaska's history. This "barnstorming" will commence with a stop in Cordova tentatively scheduled for May 9-10, on our way to the Valdez Fly-In.

We are coordinating with the airport managers, and others to locate a strategic area for a static display of the seven historic aircraft where the community can "meet and greet" the pilots and view the aircraft upon arrival. The aircraft might include 2- T-6's, a Japanese Zero, American Pilgrim, and Gullwing Stinson. An aerial demonstration may also be considered. We also propose to provide posters for pilot autographs and to incorporate a youth outreach component including free trinkets for everyone. Lastly, a historical and educational traveling museum display will be set up at the "meet and greet" event or perhaps a museum event commemorating the first flight.

The local chamber will help distribute event posters to advertise the pilot "meet and greet", organize transportation for the pilots to and from the airport and identify lodging. In addition, the Cordova Chamber of Commerce is sponsoring a Chamber breakfast-sendoff for the pilots prior to their departure to the Valdez Fly-In.

We have initiated dialogs with chamber staff, airport staff, and community members. We propose to recognize in-kind sponsorships for the event and will include the name of your organization and others providing in kind donations on our website and on the event posters. **We are asking the City of Cordova consider an in-kind sponsorship to provide the pilot's lodging and refueling costs while in Cordova.** Please forward a copy of your high resolution logo to jdale@alaska.com for use on the Alaska Airshow Association website.

It is our desire that our participation will compliment community efforts and provide participants a unique glimpse in to Alaska's aviation history. Thank you for the opportunity.

Jane Dale

Co-Event Coordinator
Alaska's 100th Anniversary Flight

From: Don Moore [<mailto:citymanager@cityofcordova.net>]
Sent: Monday, March 11, 2013 11:36 AM
To: jdale@alaska.com
Subject: Don Moore-Cordova

Jane,
Good talking to you.

D.

Donald L. Moore
City Manager
Cordova, Alaska
907.424.6200
citymanager@cityofcordova.net

To: Mayor and City Council
Through: Donald L. Moore, Interim City Manager
Subject: Purchase of Road Grader
Date: 24 April 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 and improve street maintenance 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 resolution and related fiscal note.

Thank you,
Moe Zamarron
Director of Public Works

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-13-24**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE PURCHASE OF A NEW CATERPILLAR 140M2 AWD ROAD
GRADER FOR THE AMOUNT OF \$378,613.00 PLUS SHIPPING**

WHEREAS, the City Council has approved the purchase of the a new all-wheel drive road grader; and

WHEREAS, the Alaska Department of Transportation and Public Facilities offers competitive bid pricing through NC Machinery for equipment fitting the City's requirements for \$378,613.00 excluding shipping from Seattle; and

WHEREAS, funding for this purchase has been appropriated from two sources, \$175,000 from the 2013 Streets Capital Budget, line item 401-603-55080, and \$203,613 (plus shipping) from the LT2 Project fund, 2013 budget line item 654-420-70130; and

WHEREAS, the replacement of the City's oldest grader is necessary prior to the next snow season and lead times are very long on this type of purchase.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, that the purchase be made of a new Caterpillar 140M2 AWD road grader from NC Machinery for the purchase price of \$378,613 plus shipping.

PASSED AND APPROVED THIS 1st DAY OF MAY, 2013.

James Kacsh, Mayor

Attest:

Susan Bourgeois, City Clerk

City of Cordova
Fiscal Note

Date: April 24, 2013

Agenda Date: May 1, 2013

Amount: \$378,613.00	Subject: Grader Purchase
Fiscal Impact: Yes	
Budgeted: Yes	Resolution/Ordinance #
From Account#: #401-603-55080 and #654-410-70130	
To Account#:	
Prepared by: J. Stavig	

Expenditures	FY 2013	FY 2014	FY 2015
Contractual			
Supplies			
Equipment	\$378,613.00		
Travel			
Land/Structure			
Grants			
	FY 2013	FY 2014	FY 2015
Revenue			
Funding Source	FY 2013	FY 2014	FY 2015
General Fund			
City Appropriation Capital Budget '13	\$175,000.00		
State of Alaska Loan Proceeds LT2	\$203,613.00		

Additional Information

Purchase of a new Caterpillar Grader 140M2 from NC Machinery for \$378,613.00 excluding shipping.

To: Mayor and City Council
Through: Donald L. Moore, Interim City Manager
Subject: Purchase of Dumpsters
Date: 24 April 2013
From: Moe Zamarron, Director of Public Works

As has been presented to City Council the Refuse Division plans to replenish its supply of commercial dumpsters. This is part of the Upgrade Phase II Capital Project listed in the 2013 Refuse Division budget. Attached are two quotes for the quantity of containers we are planning to purchase as well as the resolution and related fiscal note.

Thank you,
Moe Zamarron
Director of Public Works

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-13-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE PURCHASE OF NEW DUMPSTERS IN A VARIETY OF SIZES
FOR THE AMOUNT OF \$36,554.20.**

WHEREAS, the City Council has approved the Refuse Program Upgrade Phase II and the dumpster upgrade is a portion of that project; and

WHEREAS, the Alaska Department of Environmental Conservation has provided a loan to the City of Cordova in the amount of \$785,000 to facilitate the project; and

WHEREAS, the City has, by a majority of eligible voters, agreed to accept the loan; and

WHEREAS, funding for this purchase has been appropriated from the Project fund, 2013 budget line item 605-495-58110; and

WHEREAS, price quotes were received from two qualified vendors, Wasteline Containers and Capital Industries.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, that purchase be made of an assortment of dumpster containers from Wasteline Containers for \$36,554.20, FOB Cordova.

PASSED AND APPROVED THIS 1st DAY OF MAY, 2013.

James Kacsh, Mayor

Attest:

Susan Bourgeois, City Clerk

City of Cordova
Fiscal Note

Date: April 24, 2013

Agenda Date: May 1, 2013

Amount: \$36,554.20	Subject: Purchase New Dumpsters
Fiscal Impact: Yes	
Budgeted: Yes	Resolution/Ordinance #
From Account#: #605-495-58110	
To Account#:	
Prepared by: J. Stavig	

Expenditures	FY 2013	FY 2014	FY 2015
Contractual			
Supplies			
Equipment (Dumpsters)	\$36,554.20		
Travel			
Land/Structure			
Grants			
	FY 2013	FY 2014	FY 2015
Revenue			
Funding Source	FY 2013	FY 2014	FY 2015
General Fund			
State/ Federal Grants			
State of Alaska Loan Proceeds Phase II	\$36,554.20		

Additional Information

Appropriated funds to purchase new dumpsters in the amount of \$36,554.20. Funding from AK DEC loan Phase II .



Wasteline Containers Lt4d.

OFFICE: 2141 Queen Street
Abbotsford, B.C. V2T 6J3

Telephone: (604) 852-5656
TOLL FREE (800) 663-1772
Fax: (604) 852-5614

BUILDING WASTE & RECYCLING EQUIPMENT FOR A CLEAN ENVIRONMENT

FACSMILE REQUEST AND COVER SHEET

To: City of Cordova

Attn: Moe Zamarron

E Mail: publicworks@cityofcordova

From: John Nesbitt

Date: April 2, 2013

MESSAGE

Moe - Following please find current pricing for full load of unassembled, unpainted front load containers, and 1 roll off as requested.

Included are steel 50/50 bear lids, with a sliding door in each steel lid, a single locking bar that crosses over both lids and padlocks on each end, includes lid hinges, springs etc.

The front load containers are 12Gauge steel.

The roll off is Medium Duty Studwall, built with 3/16" floor, 12 Gauge walls, and for use with hook lift system, includes 6" X 2" X .25" wall main rails, with hook height of 54". The roll off will be painted your color of choice.

We have contacts that can arrange for co-ordinating barge shipment to Alaska. The responsibility for all freight and delivery costs to barge site to be your expense.

We would require full payment prior to shipment.

I suggest that we could build out one of the 4 yard slopers with bear lid in place, so your shop would have a model to work from.

<u>QTY</u>	<u>DESCRIPTION</u>	<u>EACH</u>	<u>EXTENSION</u>
15	WCFL-4S-G Front load, Sloper, kit, as above	\$563.60	
6	WCFL-8S-G Front load, Sloper, kit, as above	\$874.20	
62	Duraflex lids, 36 1/2" X 59"	\$61.00	
15	Sets of 50/50 Steel bear lids, as above	\$499.00	
1	RMD-22 Med Duty Roll off, 20Ft. X 4Ft. inside walls, as above	\$5,218.00	

Delivery is approximately 4 weeks. Prices are FOB Abbotsford, B.C.. Taxes are extra as applicable.

Regards,

John Nesbitt

Tel: 604-852-5656

Cell: 604-828-0944

TERMS: This offer is open for 5 days from the date above, Taxes are extra, not included, Delivery is to be arranged, Goods are quoted F.O.B. Wasteline Containers Ltd, Abbotsford, B.C. and subject to prior sale E. & O.E.

TO:

CITY OF CORDOVA
PO BOX 1210
CORDOVA AK 99574

907-424-5600

SHIP TO:

CITY OF CORDOVA
602 RAILROAD AVE.
CORDOVA AK 99574

ATTN:

ATTN: BRANDON

In response to your inquiry, we are pleased to offer the following:

Quote No.	Date	Cust No	S/M	Account Status	Delivery Promise	F.O.B.	Expiration
0005870	02/20/13	COR001	BT	NET 30		OUR DOCK	30 DAYS
Item	Quantity	U/M	Part Number/Revision	Description	Unit Price \$	Extension \$	
001	15		7FL-40 4YD FEL	4 YD FEL - KD Due Date: 03/01/13	710.00	10,650.00	
002	6		7FL-80 8YD FEL	8 YD FEL - KD Due Date: 03/01/13	1,045.00	6,270.00	
003	15		7BL - 4 & 8 LID	4 & 8 YD BEAR LID - WELDED Due Date: 03/01/13	735.00	11,025.00	
004	62	EA	8C-LP36X58	PLASTIC LID 36X58 4/5/6/8YD FL *(50) spare lids and (12) for 4 yd FEL KD containers. Due Date: 03/01/13	48.00	2,976.00	
004	1		7DB-20 ST IR HL	20 YD HOOKLIFT ROLL OFF 20' x 50" ID height - 20 cu yd roll off container Due Date: 03/01/13	4,800.00	4,800.00	
005	1	LT	ZFREIGHT-CAN-C	CONTAINER FREIGHT- CHARGE Due Date: 03/01/13	4,200.00	4,200.00	
				TOTAL FOR QUOTE \$		39,921.00	
				*ALL CONTAINER PARTS LOADED			

1. This offer is based upon our standard "Terms and Conditions of Sale" unless otherwise agreed upon in writing.
2. Unless otherwise indicated herein or on our drawings, pricing is based upon standard shop tolerances.
3. All information related to this quotation created by "Capital" is to be considered proprietary.
4. Pricing is subject to review and appropriate change beyond the "Expiration" date above.

CAPITAL INDUSTRIES INC.

ACCEPTED BY CUSTOMER

TO:

CITY OF CORDOVA
PO BOX 1210
CORDOVA AK 99574

907-424-5600

SHIP TO:

CITY OF CORDOVA
602 RAILROAD AVE.
CORDOVA AK 99574

ATTN:

ATTN: BRANDON

In response to your inquiry, we are pleased to offer the following:

Quote No.	Date	Cust No	S/M	Account Status	Delivery Promise	F.O.B.	Expiration
0005870	02/20/13	COR001	BT	NET 30		OUR DOCK	30 DAYS

Item	Quantity	U/M	Part Number/Revision	Description	Unit Price \$	Extension \$
				<p>INTO A 40' FLAT, DELIVERED TO YOUR LOCATION.</p> <p>**WE'LL INCLUDED (1) 4 YD FEL BEAR CONTAINER(FULLY WELDED) SO YOUR WELDER CAN MODEL AFTER OUR WELDING PROCEDURE.</p>		

1. This offer is based upon our standard "Terms and Conditions of Sale" unless otherwise agreed upon in writing.
2. Unless otherwise indicated herein or on our drawings, pricing is based upon standard shop tolerances.
3. All information related to this quotation created by "Capital" is to be considered proprietary.
4. Pricing is subject to review and appropriate change beyond the "Expiration" date above.

CAPITAL INDUSTRIES INC.

ACCEPTED BY CUSTOMER

SHIPPING QUOTATION

Quote Number: DAV10634

City of Cordova

602 Railroad Ave
Cordova, AK 99574

PHONE: (907)424-6220

FAX: (907)424-6000

EMAIL: refuse@cityofcordova.net

Origin Port: Seattle

Destination Port: Cordova

Project / Bid Name: Refuse dept

Shipper / Consignee:

Booking Number:

Est. Ship Date:

THIS QUOTATION HAS BEEN PREPARED BASED ON INFORMATION PROVIDED ON THIS DATE. CHARGES MAY DIFFER FROM THOSE QUOTED DUE TO CHANGES IN DIMENSIONS, WEIGHT, DESCRIPTION OF GOODS, OR SHOULD THE SHIPPING CIRCUMSTANCES VARY FROM THAT DESCRIBED HEREIN. FINAL RATE APPLICATION WILL BE BASED ON TARIFFS, CLASSIFICATIONS OR CONTRACTS IN EFFECT AT THE TIME OF SHIPMENT. THIS QUOTE IS ONLY BINDING IF YOUR ACCOUNT IS CURRENT. ANY PAYMENTS RECEIVED, INCLUDING PREPAYMENTS, WILL BE APPLIED TO ANY PAST DUE BALANCES FIRST. TENDERED FREIGHT MAY BE HELD AT YOUR EXPENSE UNTIL PAST DUE BALANCES ARE PAID. QUOTE VALID FOR 60 DAYS.

Description of Terms, Rates Offered, Etc.

Description of Items

40' Platform nested Waste Bins@35,000#
Current Fuel Surcharge

Weight/Qty	Rate	Rate Type	Totals
1	\$4,900.00	EACH	\$4,900.00
.3	\$4,900.00	PCT	\$1,470.00

TOTAL: \$6,370.00

Rate includes p/u in Abbotsford BC and delivery within 2 miles of Cordova Dock.

Thank you
David Watkins

Alaskans Serving Alaskans

www.samsontug.com

SEATTLE TERMINAL

6361 1st Ave South
Seattle, WA 98108

TELEPHONE CONTACT

voice 206.767.7820

toll free 800.331.3522

facsimile 206.767.5358

To: Mayor and City Council
Through: Donald L. Moore, Interim City Manager
Subject: Upgrade of Shop Electrical System
Date: 24 April 2013
From: Moe Zamarron, Director of Public Works

As has been presented to City Council the Public Works Department plans to upgrade the electrical system at the City's Streets Shop. This is part of the Capital Project list in the City's 2013 budget. Attached are the resolution and related fiscal note.

Thank you,
Moe Zamarron
Director of Public Works

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-13-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE CITY MANAGER TO CONTRACT WITH NORTHERN LIGHTS
ELECTRICAL TO FURNISH IN-WHOLE THE ELECTRICAL UPGRADES TO THE
CITY'S STREET MAINTENANCE SHOP FOR THE PRICE OF \$98,810**

WHEREAS, the City Council has approved the renovation of the City's Streets Maintenance Shop including upgrades to the electrical system; and

WHEREAS, upgrades to the City shop are necessary for a safe working environment;
and

WHEREAS, funding for this project had initially been appropriated over two years; and

WHEREAS, funding for this project can be accomplished in only one year by combining \$50,000 from Capital Budget line item 401-603-55110 and \$48,810 from the General Fund Reserve; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cordova, Alaska that \$48,810 be appropriated from the General Fund Reserve for this project in FY2013; and

BE IT FURTHER RESOLVED THAT the City Manager contract with Northern Lights Electrical to furnish in-whole the electrical upgrades to the City's street maintenance shop for the price of \$98,810.

PASSED AND APPROVED THIS 1st DAY OF MAY, 2013.

James Kacsh, Mayor

Attest:

Susan Bourgeois, City Clerk

City of Cordova
Fiscal Note

Date: April 24, 2013

Agenda Date: May 1, 2013

Amount: \$98,810.00	Subject: Electrical Upgrades to the City's Street Maintenance Shop
Fiscal Impact: Yes	
Budgeted: Yes, \$50,000 '13 Budget	Resolution/Ordinance #
From Account#: #401-603-55110	
To Account#:	
Prepared by: J.Stavig	

Expenditures	FY 2013	FY 2014	FY 2015
Contractual	\$98,810.00		
Supplies			
Equipment			
Travel			
Land/Structure			
Grants			
	FY 2013	FY 2014	FY 2015
Revenue			
Funding Source	FY 2013	FY 2014	FY 2015
General Fund Fund Reserve	\$48,810.00		
State/ Federal Grants			
Year '13 Capital Budget	\$50,000.00		

Additional Information

Electrical Upgrades to City Street Maintenance Shop. Work to be performed by Northern Lights Electrical in the amount of \$98,810.00. \$50,000.00 has already been appropriated for Budget Year '13. This request will appropriate additional \$48,810.00 to complete project this calendar/budget year. Funds to come from General Fund Fund Reserve.

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: April 25, 2013

TO: Mayor and City Council

SUBJECT: Approval of Restaurant Designation Permit

The owners of the Anchor Bar presented this to the City Clerk in hopes of attaining the approval of the local governing body, or the City Council of the City of Cordova.

Recommended motion: Move to authorize the Mayor, City Manager or City Clerk to sign the application, as approval by the local governing body, for a restaurant designation permit that would allow Tiny Wings, Inc, d/b/a Anchor Bar & Grill to be licensed as a restaurant where: 1) under 13 AAC 104.305 – they are a bona fide restaurant/eating place; 2) persons age 16 to 20 may dine unaccompanied; and 3) persons under 16 may dine accompanied by a person 21 years or older.

Required action: Majority voice vote or approval of the consent calendar.

Susan Bourgeois

From: Brooke Johnson <brooke@graphicice.com>
Sent: Wednesday, April 24, 2013 12:04 PM
To: Susan Bourgeois
Subject: Fwd: Anchor Bar Application
Attachments: Floor Plan & Application.pdf; Anchor Menu.odt

Susan

Attached is our application for the ABC board for our restaurant status. We have already set up our paperwork with the State of Alaska, and this is the last piece we need.

The ABC board required the local governing agent to approve our status as a restaurant before we can be approved with them. Please let me know if you have any questions regarding this matter.

Brooke

1. Quick diagram of Anchor layout
2. Quick Menu
3. Application

STATE OF ALASKA
ALCOHOLIC BEVERAGE CONTROL BOARD
APPLICATION FOR RESTAURANT DESIGNATION PERMIT - AS 04.16.049 & 13 AAC 104.715-794
FEE: \$50.00

The granting of this permit allows access of persons under 21 years of age to designated licensed premises for purposes of dining, and persons under the age of 20 for employment. If for employment, please state in detail, how the person will be employed, duties, etc.

This application is for designation of premises where: (please mark desired items).

- 1 ☒ Under 13 AAC 104.305 Bona fide restaurant/eating place. License Number _____
2 ☒ Persons age 16 to 20 may dine unaccompanied.
3 ☒ Persons under 16 may dine accompanied by a person 21 years or older.
4 ☐ Persons between 16 and 20 years of age may be employed. *(See note below).

LICENSEE: Tiny Wings, Inc

D/B/A: Anchor Bar + Grill

ADDRESS: PO Box 1429 Cordova, AK 99574

1. Hours of Operation: 12pm to 1am Telephone # (907) 424-3262

2. Have police ever been called to your premises by you or anyone else for any reason: ☐ Yes ☒ No
If yes, date(s) and explanation(s).

3. * Duties of employment: Cleaning tables, cooking and serving food

4. Are video games available to the public on your premises? Yes

5. Do you provide entertainment: ☒ Yes ☐ No If yes, describe. Karaoke one night a week

6. How is food served? ☒ Table Service ☐ Buffet Service ☒ Counter Service ☐ Other*

7. Is the owner, manager, or assistant manager always present during business hours? ☒ Yes ☐ No

*** A MENU AND A DETAILED LICENSED PREMISE DIAGRAM MUST ACCOMPANY THIS APPLICATION ***

I have read and am familiar with Title 4 of the Alaska statutes and its regulations.

Applicant signature _____

Local Governing Body Approval _____

Subscribed and sworn to before me this

_____ day of _____

Date: _____

Notary Public in and for Alaska

My Commission expires _____

Director, ABC Board

Date: _____

*Employees 16 and 17 years of age must have a valid work permit and a letter maintained in your files from a parent or guardian authorizing employment at your establishment.

** If more space is required, to explain food service, entertainment, etc., please add on back or attach additional page(s).

Anchor Bar & Grill

Menu

Chicken Wings - \$10

Pizza (Cheese / Pepperoni) - \$10

Burgers

Cheeseburger - \$11.00

Royal with Cheese – \$10.00

Bacon & Blue Burger- \$14.00

Bacon Burger - \$13.00

Jalapeno Burger - \$12.50

Grilled Onion & Swiss - \$12.50

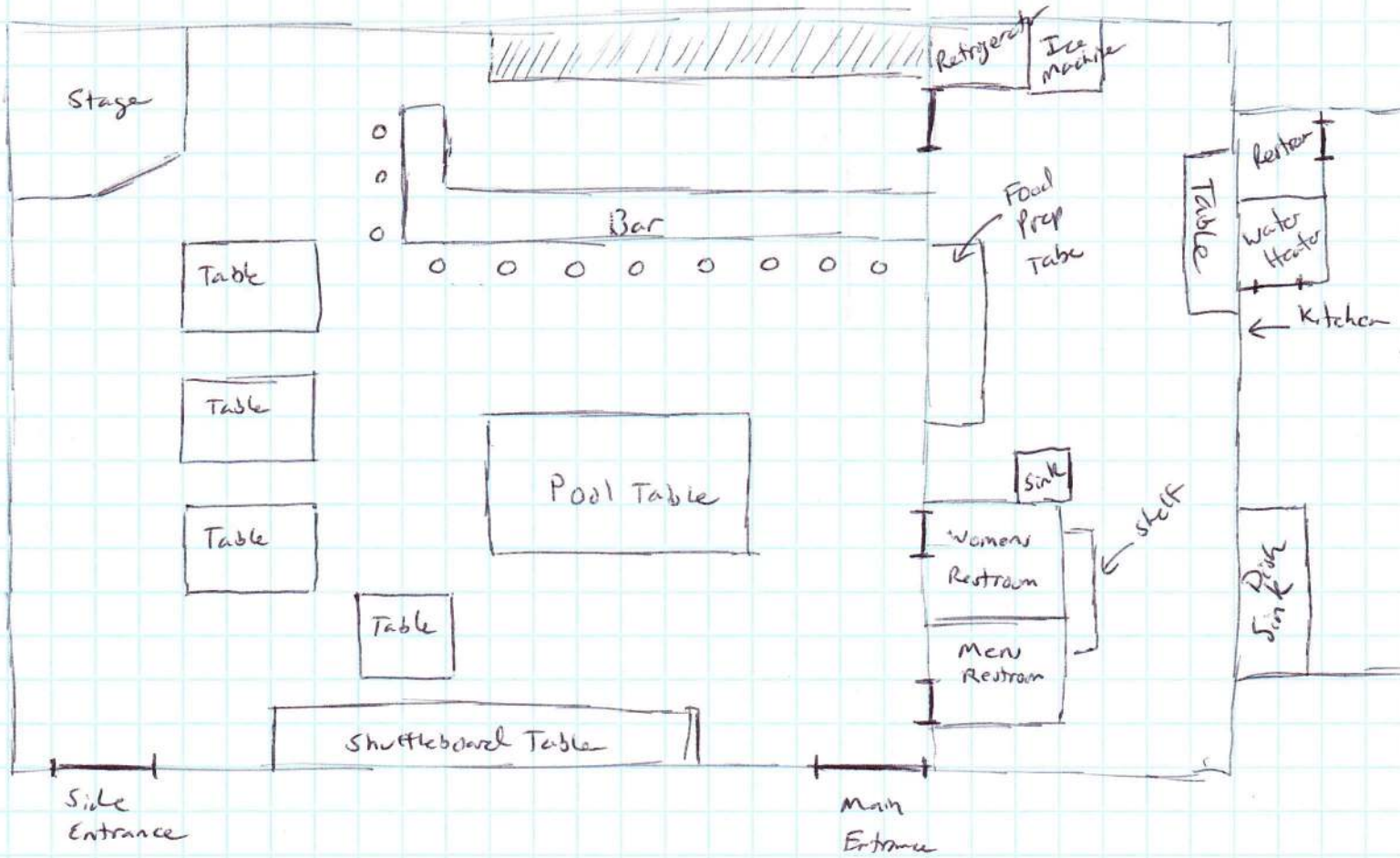
Anchor Burger - \$15.00

Belly Anchor Burger - \$20.00

Mushroom Burger - \$13.50

Helicopter Burger - \$17.00

Anchor Bar + Grill - Layout





Cordova Volunteer Fire Department

FIRE CHIEF MICHAEL HICKS

P.O. Box 304
Cordova, Alaska 99574
(907) 424-6117 or (907) 424-6100
Fax (907) 424-3473
email: fire@cityofcordova.net

April 25, 2013

To: City Council
Don Moore
City Manager

Our Volunteer Fire Dept. held our annual elections. In accordance with article III, section I of our department constitution ("The Chief shall not take office until confirmed by authorities set up by the city ordinance") 3.20.020 – Fire Department Appointment of Officers and Members.

We are pleased to announce the following re-elected officers: on April 11th 2013

Fire Chief- Michael Hicks
Deputy Fire Chief – Dan Jager

Would you please include this as an action packet for the May 1st 2013 meeting for City Council confirmation.

Sincerely

Paul Trumblee
City Fire Marshal

CITY OF CORDOVA, ALASKA PROCLAMATION

PROCLAMATION OF APPRECIATION TO ROBERT BEEDLE

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

WHEREAS, Robert Beedle was elected to the City Council of the City of Cordova on March 2, 2010; and

WHEREAS, he was then appointed as the Council representative to the Harbor Commission; quickly was elected to be the Commission's chairman and became a great champion of the harbor department, harbor infrastructure and harbor users – the fishermen-business owners of Cordova; and

WHEREAS, Robert Beedle has spent many personal hours in regular meetings, special meetings and work sessions at the Council level as well as the Harbor Commission level, 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 City Council.

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

SIGNED THIS 1st DAY OF MAY, 2013

James Kacsh, Mayor

**CITY COUNCIL SPECIAL MEETING
JANUARY 23, 2013 @ 12:00
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Special Meeting to order at 12:00 pm on January 23, 2013 in the Library Meeting Room.

B. ROLL CALL

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

C. APPROVAL OF AGENDA

M/Kacsh S/Bradford to approve the agenda.

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

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.**E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Audience Comments regarding agenda items – None.

F. NEW BUSINESS

2. HSB Recommendations for Hospital Repairs/Renovations

M/Allison S/Kacsh to direct the City Manager to proceed with the CCMC facility exterior EIFS repair and refinishing project, by amending CH2MHILL's contract to include the design, bid, and construction phase services for the cost of \$61,200.00 based on the Health Services Board recommendation.

Mayor Kallander questioned *Moore* about the budget, stating that there were 10% contingencies on every item, but that left the margins very small. *Moore* stated that in his experience, 10% contingencies would be sufficient. *Hallquist* stated that there were some buckets in the budget for administration services, for about \$50,000, and it wouldn't be used because he is now staff instead of under contract. *Kallander* stated that he just wanted Council to understand where the budget was. *Cheshier* stated that he wanted to amend the budget just enough to complete the project.

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

3. Financing options for Electronic Health Records at CCMC

Allison stated that the Hospital needed to buy an EHR system. One of the financing options available was at 6% interest, would probably only need to be financed for a little over half of the proposed amount. The other option was to use money from the permanent fund, and that would be for payments only; and the interest would be a little under 6%. *Mayor Kallander* stated that he would like to authorize the full amount requested from the permanent fund, so the Council wouldn't have to keep addressing the matter. He would also like to discuss if they should charge interest, and at what amount. He went on to say that the City's investment is reaching close to 6% interest. *Cheshier* stated that the last amount recorded in the budget was 2-3%. *Kacsh* stated that he was more comfortable having the hospital finance the cost, than using money from the permanent fund. *Bradford* agreed with *Kacsh*. *Joyce* questioned what the actual balance in the permanent fund was, as they were funding other projects from there as well. He also said that he was in favor of a low interest loan at about 2%. *Moore* stated that he needed a status report on the permanent fund, and he did not have that readily available. *Mayor Kallander* stated that last fall, it was at about \$5.5M, but he was unsure where it stood presently. For this particular project, he stated that it was about a three-year loan, and Medicare and Medicaid would be making a large portion of the repayments. He was also in favor of collecting interest on this project, rather than giving it

to a financial institution. **Cheshier** agreed with **Mayor Kallander**, and thought they should charge about 3%. **Allison** agreed that the project would be a quick turn-around in terms of repayment to the City, should they use the permanent fund. **Beedle** wanted to know the amount currently in the permanent fund as well. **Moore** stated that he was unsure of the exact balance, but funding this action would be safe. **Beedle** also questioned the estimated grant funding in the proposed budget. **Allison** replied that it wasn't actually grant money, but money recovered through Medicare and Medicaid, and was essentially a guaranteed amount. **Bradford** commented that the Federal Government could be questionable in how much they would fund Medicare and Medicaid in the future. He also needed reminding on if they had approved funding for the 911 system this year. He stated that it was also coming from the permanent fund, and was at least \$500K, with a long payoff. **Moore** stated that it was not a part of the budget yet. **Bradford** stated that he was on the fence as to use the permanent fund or not. **Kacsh** said that it sounded like the permanent fund was being reduced pretty quickly, and that he would be for another funding method if possible. **Cheshier** stated that he hates paying for credit loans, when they could just make the payment. In addition, the hospital is essentially a part of the City so either way City would be paying in the end. **Joyce** stated that he is leaning towards doing the loan, but that the hospital has a line of credit with the City with a balance of about \$200K. He thought that anytime the City could reduce their expenses, it would extend that particular line of credit. He continued that this was almost a guaranteed return, because of the Medicaid and Medicare reimbursements. Lastly, he restated that the electronic records needed to be in place within the next year. **Allison** was also in favor of doing the loan, as most of it would be repaid in two years. Additionally, in order to get the expected funds in 2014, the EHR's need to be in place by this year. For that to happen, it needed to be ordered pretty quickly. **Bradford** decided that he was in favor of doing the loan, as it was only a two-year payback. **Cheshier** mentioned that the UBS line of credit might be an option, but did not have any other information to base a decision off of. **Moore** stated that the UBS line of credit was set up primarily for the Cordova Center, and a portion of it had already been used to pay a couple of bonds that were due February 1st. Other than that, he stated that there was some credit available. **Mayor Kallander** discouraged the Council from using the UBS line of credit, as it would be a few more months till they knew where they stood financially with the Civic Center. **Beedle** still wanted to see a permanent fund report, but if the loan was used from it, he wanted the interest rate to be at least equivalent to what the City was currently making. **Moore** recommended that the City fund the project out of the permanent fund. He thought that it would be safer and more reliable. **Mayor Kallander** asked Council to support moving forward with the City funding the project with the permanent fund, contingent on first seeing a favorable balance in the permanent fund. **Joyce** stated that by funding the project this way with a 2% interest rate, he thought that in the future they wouldn't have to provide a supplemental income to the hospital, which could potentially raise the tax rate for the people of Cordova. **Allison** stated that anything encumbered through the permanent fund through 2014 was minimal. **Beedle** asked if there were any grants that could help with funding. **Allison** stated that option would be too late in order to get it up and running this year. **Kacsh** asked if a decision needed to be made that day, in order to move forward in time. **Allison** stated that installation needed to be started by March, in order to not lose some of the "meaningful use" money in 2014. He thought it should be decided that day.

M/Cheshier S/Kacsh to fund the CCMC's Electronic Health Record system with a loan from the permanent fund at 2.5%.

M/Beedle to amend the motion to have the interest rate equal to the term of the USB investment, not to exceed 4%.

Kallander stated that there was no Second to the motion.

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

Joyce stated that the next step was to draft an Ordinance to remove money from the permanent fund.

M/Kacsh S/Cheshier to take the money out of the City's general fund or UBS initially, and then have it paid back by the permanent fund.

Mayor Kallander reiterated what Moore had said earlier, which was that there was that there was a short term cash flow issue. His understanding was that when the 4th quarter return came in, they would pay back UBS. **Moore** stated that he would consult with the Finance Director. If it turns out that funds could be taken right out of the general fund, then he would bring back a structured report. After some discussion, **Allison** clarified that the next step was to authorize staff to work with the hospital to find out how much money, and when they needed it; and to move forward with it. In the meantime, **Moore** could work at getting the reports back to Council.

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

G. AUDIENCE PARTICIPATION – None.

H. COUNCIL COMMENTS – None.

I. ADJOURNMENT

M/Kacsh S/Bradford to adjourn the special meeting.

Hearing no objection, the meeting was adjourned at 12:50 pm.

Approved: May 1, 2013

Attest: _____
Erika Empey

**CITY COUNCIL SPECIAL MEETING
FEBRUARY 8, 2013 @ 12:00
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Special Meeting to order at 12:00 pm on February 8, 2013 in the Library Meeting Room.

B. ROLL CALL

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

C. APPROVAL OF AGENDA

M/Reggiani S/Kacsh to approve the agenda.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Motion carries.

D. DISCLOSURES OF CONFLICTS OF INTEREST – None.**E. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Audience Comments regarding agenda items – None.

F. NEW BUSINESS**2. Resolution 02-13-05**

A resolution of the City Council of the City of Cordova, Alaska, authorizing the City of Cordova to issue general obligation debt in the principal amount of not to exceed \$1,081,500 to finance the LT2 compliance project, and to submit the question of the issuance of such debt to the qualified voters of the City at the March 5, 2013 City Election.

M/Reggiani S/Bradford to approve Resolution 02-13-05, a resolution of the City Council of the City of Cordova, Alaska, authorizing the City of Cordova to issue general obligation debt in the principal amount of not to exceed \$1,081,500 to finance the LT2 compliance project, and to submit the question of the issuance of such debt to the qualified voters of the City at the March 5, 2013 City Election.

Bourgeois stated that the current wording of the proposition would be what the voters would read and decide upon at the election. *Mayor Kallander* stated that he thought it would be important for people to know that the project was federally mandated and that the interest rate at 1.5% was pretty good. *Beedle* stated that educating the public through different media would be helpful, and then they may not have to change the wording in the proposition. *Joyce* stated that advertising would be helpful, but to also include more information in the proposition title. He thought that *Mayor Kallander's* suggestions should be included.

M/Reggiani S/Kacsh to amend Resolution 02-13-05, so that the ballot for Proposition No.3 reads: Shall the City of Cordova incur obligation indebtedness in an amount not to exceed One Million Eighty One Thousand Five Hundred Dollars (\$1,081,500) to finance at a rate of 1.5%, the acquisition and construction of the Water Division Upgrade Project to comply with the requirements of the Federally mandated LT2 rule?

Vote on amendment: 6 yeas, 0 nays, 1 absent (Cheshier). Bradford – yes, Beedle – yes, Joyce – yes, Kacsh – yes, Allison – yes, Reggiani – yes. Motion carries.

Kacsh stated that he thought more clarification of the proposition should be in the title.

M/Kacsh S/Bradford to amend Resolution 02-13-05, so that the ballot for the Proposition No. 3 title reads: General Obligation Debt for the Federally Mandated LT2 Compliance Project.

DRAFT

Vote on amendment: 6 yeas, 0 nays, 1 absent (Cheshier). Kacsh – yes, Joyce – yes, Allison – yes, Beedle – yes, Reggiani – yes, Bradford – yes. Motion carries.

Vote on main motion: 6 yeas, 0 nays, 1 absent (Cheshier). Joyce – yes, Allison – yes, Beedle – yes, Reggiani – yes, Bradford – yes, Kacsh – yes. Motion carries.

3. Resolution 02-13-06

A resolution of the City Council of the City of Cordova, Alaska, authorizing the City of Cordova to issue general obligation debt in the principal amount of not to exceed \$785,000 to finance the refuse division upgrade project, and to submit the question of the issuance of such debt to the qualified voters of the City at the March 5, 2013 City Election.

M/Bradford S/Kacsh to approve Resolution 02-13-06, a resolution of the City Council of the City of Cordova, Alaska, authorizing the City of Cordova to issue general obligation debt in the principal amount of not to exceed \$785,000 to finance the refuse division upgrade project, and to submit the question of the issuance of such debt to the qualified voters of the City at the March 5, 2013 City Election.

Joyce stated that this resolution might be a harder sell to the public because it was not federally mandated. Also, since the interest rate was also 1.5%, they might want to mention that in the proposition. **Kacsh** stated that it was also a maintenance and upgrade project, not just an upgrade project. **Bradford** thought people would not be accepting of getting a loan for maintenance. **Moore** concurred.

M/Bradford S/Kacsh to amend Resolution 02-13-06 so that the ballot for Proposition No.4 reads: Shall the City of Cordova incur general obligation indebtedness in an amount not to exceed Seven Hundred Eighty Five Thousand Dollars (\$785,000) to finance at a rate of 1.5%, the acquisition and construction of the Refuse Division Upgrade Project?

Vote on amendment: 6 yeas, 0 nays, 1 absent (Cheshier). Kacsh – yes, Bradford – yes, Joyce – yes, Beedle – yes, Reggiani – yes, Allison – yes. Motion carries.

Bradford thought that they should add Baler Facility to the title of the proposition to make it more specific. **Moore** stated that the broader the language was, the more opportunities they will have.

Vote on the main motion: 6 yeas, 0 nays, 1 absent (Cheshier). Bradford – yes, Reggiani – yes, Allison – yes, Kacsh – yes, Joyce – yes, Beedle – yes. Motion carries.

G. AUDIENCE PARTICIPATION – None.

H. COUNCIL COMMENTS

Joyce would like to give direction to Moe to start advertising for the propositions.

Bradford echoed **Joyce's** statement; and would also like it on the City webpage.

Beedle stated that the Council members should be prepared to talk with the public and answer questions.

I. ADJOURNMENT

M/Joyce S/Bradford to adjourn the special meeting.

Hearing no objection, the meeting was adjourned at 12:20 pm.

Approved: May 1, 2013

Attest: _____
Erika Empey, Minutes Clerk

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

A. CALL TO ORDER

Mayor James Kacsh called the Council Regular Meeting to order at 7:30 pm on April 03, 2013, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. ROLL CALL

Present for roll call were **Mayor James Kacsh** and Council members **Kristin Carpenter, Tim Joyce, David Allison, Bret Bradford, EJ Cheshier, David Reggiani** and **Robert Beedle**. Also present were Interim City Manager **Don Moore**, City Clerk **Susan Bourgeois** and Student Council Representative **Sarah Hoepfner**.

D. APPROVAL OF REGULAR AGENDA

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

Vote on motion: 7 yeas, 0 nays. Motion passes.

E. DISCLOSURES OF CONFLICTS OF INTEREST

David Allison declared that it may be considered that he has a conflict on agenda item 14 because he is employed by Eagle Contracting a company that bid on the project, however, Eagle did not win the bid. **Mayor Kacsh** ruled that he was not conflicted. There was no objection to the ruling.

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speaker – none

2. Audience comments regarding agenda items - none

3. Chairpersons and Representatives of Boards and Commissions

Harbor Commission representative **Beedle** said there hadn't been a recent meeting.

HSB representative **Allison** reported that the HSB just met previous to the Council meeting. He said that he will be forwarding a motion that was passed concerning a small code change about the Sound Alternatives Advisory Board to get on the next Council agenda.

P&R representative **Mayor Kacsh** reported that there is a meeting next week.

P&Z representative **Reggiani** reported that there is also a P&Z meeting next week.

School Board representative **Bret Bradford** said they will meet next on April 10.

4. Superintendent's Report - **Theresa Keel** said that the next Board meeting is actually on April 15. She said they are working on an MOU with all the Libraries (Mt. Eccles, HS and City Library) to get all on the same database so all collections can be accessed. At the end of March there was a lockdown drill held at the High School – City police, State troopers and CVFD were involved and we received a great deal of feedback as to how to clean up our procedures, etc. High School roof has new leaks – insurance company has been contacted.

5. Student Council Representative's Report

Hoepfner coming up next week will be the Future Problem Solvers spirit day. May 1 – baseball spirit day and May 4 – Oscar talent night and movie night. May 7 – teacher appreciation day. First day of school next year we are planning a Sadie Hawkins dance. **Allison** asked about the upcoming music festival. **Hoepfner** said it is in two weeks on Thursday, Friday and Saturday with the concert being on Saturday. Kids will be coming from all over the State – 500 kids, 2 ferries full. That will be on April 18 – 21.

G. APPROVAL OF CONSENT CALENDAR

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

Item 8 was called out of the consent calendar and was placed after item 27.

6. 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

7. Approval of leave without pay beyond Manager's authority for City employee

~~8. Council concurrence of Mayor's appointment to fill vacancy on Library Board~~

9. Proclamation of Appreciation to Jim Kallander

10. Proclamation of Appreciation to Brent Davis

11. Proclamation of Appreciation to Greg LoForte

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

Vote on Consent Calendar: 7 yeas, 0 nays. Cheshier-yes; Joyce-yes; Bradford-yes; Beedle-yes; Carpenter-yes; Allison-yes and Reggiani-yes and Hoepfner-yes. Consent Calendar was approved.

Mayor Kacsh read the three proclamations into the record.

H. APPROVAL OF MINUTES

M/Reggiani S/Cheshier to approve the Minutes.

13. Regular Meeting Minutes 03-06-13

Vote on motion: 7 yeas, 0 nays. Motion passes.

I. CONSIDERATION OF BIDS

14. Bid award Baler Re-Build project

M/Joyce S/Bradford 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).

Don Moore gave a report and said that Alpine Diesel was the low bid and that the money was coming from a DEC grant for the project.

Vote on motion: 7 yeas, 0 nays. Motion passes.

J. REPORTS OF OFFICERS

15. Mayor's Report

Mayor Kacsh said he met with the **Manager, Theresa Carte** and the **City Attorney** about a letter we received from NVE regarding the space that Ilanka used to rent at the hospital. On Monday he, **Bradford, Joyce** and **Carpenter** as well as members of the public testified in front of Senate finance in support of the Cordova Center funding that we were hoping to receive from the legislature. We are in the Senate's capital budget for \$1 million and we will have to testify again on the House side. **Bradford** mentioned that the Mayor spoke in support of NVE's Community Health Center which was seeking funding in the capital budget, yet he didn't recall Council asking that he do so. He opined that the Mayor should only speak in support of things that the Council has directed him to support in a public forum such as the Senate Finance committee. **Carpenter** said that the number that the Senate has put in is so low, she wonders what our strategy should be to bring it up on the other side. She thinks we need a coordinated effort to bring to **Austerman** and we need to be there for the House Finance committee meetings. **Mayor Kacsh** said he would be getting with **Bitney**. **Joyce** said that now it is up to our representative, **Alan Austerman** to raise the amount in the budget to a higher level. **Reggiani** agreed that a strategy is very important and our lobbyist, **John Bitney** should be leading the way on that. He encouraged a work session or a special meeting with the entire Council and **Bitney** soon. **Moore** said **Bitney** suggested the same and they might send a couple of people down to Juneau next.

16. Manager's Report – the pool was drained and will be down for approx. 3 weeks – he enclosed a construction report – we had what we hope is our last snow of the season but let's not count on it. **Moore** said that he has encountered some construction projects that get voted upon yet the sequencing is out of order regarding the money being appropriated for said project. He has developed a system called a fiscal note which should keep this from happening in the future. City Manager Assessment Committee meets tomorrow night they will be assessing and ranking about 25 applicants so far – in hopes of sending a short list of names to the Council by May 1. There was a letter from NVE to hospital administrator and he met

with NVE, **Mayor Kacsh**, hospital administrator and they went through the letter – a few items need attention and we should and will collaborate on something as important as health services. He thanked **Beedle** for serving on Council and called him a well-informed citizen now who shouldn't make himself scarce.

17. City Clerk's Report – the Clerk reported that **James Burton** had received 249 to 160 votes in the run-off election for Council seat G held April 2 and was therefore the winner even with the 72 votes outstanding. She mentioned a training session she is arranging with the City Attorney, **Holly Wells** on April 18 from 5 – 8 pm in the Library meeting room. She also said that her contract expires on April 13 so they should schedule an evaluation and review of her contract during pending agenda.

18. Staff Reports

a. **John Bitney** – Legislative report

K. CORRESPONDENCE

19. Letter from DCRA in re PILT funding 03-07-13

20. Mayor letter to Representative Seaton in re House Bill 131 03-18-13

21. AMHS proposed fall, winter, spring 2013-2014 Ferry Schedule

22. Chenega Bay IRA Council request for donation 03-13-13

Reggiani asked **Mayor Kacsh** to explain his letter about HB131. **Don Moore** said it was about derelict vessels and Cordova's dealing with the Sound Developer made us the poster child for that legislation which will help municipalities.

Council concurred to donate \$200 to the Chenega Bay IRA Council per their request in agenda item 22.

L. ORDINANCES AND RESOLUTIONS - none

M. UNFINISHED BUSINESS - none

N. NEW & MISCELLANEOUS BUSINESS

23. Contract approval with Bradshaw & Associates to perform the base bid EIFS repair and refinish work to CCMC

M/Cheshier S/Bradford to direct the City Manager to enter into a contract with Bradshaw & Associates of Anchorage, AK 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).

Vote on motion: 7 yeas, 0 nays. Motion passes.

24. Council direction to enter into purchase agreement for Road Grader

M/Bradford S/Carpenter to 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.

Bradford asked about the diagnostic tools. **Joyce** said he wants to ensure we get the water system up and running instead of quickly buying a grader with these funds. **Zamarron** said that it is not anticipated that we will need all the money that we are requesting for the loan. We are just covering ourselves.

Vote on motion: Cheshier-yes; Bradford-yes; Beedle-yes; Joyce-yes; Carpenter-yes; Allison-yes and Reggiani-yes and Hoepfner-yes. Consent Calendar was approved.

25. Contract approval with Northern Lights Electrical to perform the design engineering, construction, installation of NEC compliant electrical system

M/Allison S/Joyce 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).

Moore said that this is the electrical upgrade at the public works shop and that \$50K will be spent in 2013 and \$48K in 2014. The source of the funding is the approved 2013 capital budget. **Reggiani** said he appreciates the phasing of the project but wondered why the contract wasn't in two phases. After some

discussion about phasing, Council opted to refer to staff as most were interested in consolidating the project into one phase and one year and getting it all done in 2013.

M/Joyce S/Reggiani to refer to staff.

Allison said he thought we could easily find the money in the general fund reserve.

Vote on motion to refer: 7 yeas, 0 nays. Motion passes.

26. Protest or waive right to protest renewal of liquor licenses for Cordova Hotel & Bar – Beverage Dispensary #277 & Package Store #278

M/Cheshier S/Reggiani 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

Moore said that Council has 60 days so we could hold off until the first meeting in May to see how they are doing with their delinquencies on sales tax then. **Bradford** said he would like to hold off. **Beedle** asked if she has been in touch with the City and is working toward paying her bills. **Stavig** said Council knows the history, she is in arrears presently but there has been progress. **Joyce** agreed to let it sit for a while and see if progress is made.

M/Bradford S/Beedle to refer to staff until the first meeting in May.

Allison said we should have a full report at that first meeting in May and we might therefore, need an executive session to hear that information.

Vote on motion to refer: 7 yeas, 0 nays. Motion passes.

27. Council concurrence of Mayor's appointment to fill vacancy on P&Z Commission

M/Cheshier S/Joyce to concur with the Mayor's appointment of **Roy Srb** to the Planning and Zoning Commission to serve the remainder of a term that expires in November 2013.

Vote on motion: 6 yeas, 1 nay (Allison). Motion passes.

8. Council concurrence of Mayor's appointment to fill vacancy on Library Board

This was pulled from the consent calendar because a second letter was received from **Shannon Mallory** – though it was received past the deadline as advertised for the vacancy.

M/Cheshier S/Joyce to concur with the Mayor's appointment of **Wendy Ranney** to the Library Board to serve a term that expires in November 2015.

Vote on motion: 7 yeas, 0 nays. Motion passes.

28. Pending Agenda and Calendar

Bradford asked if **Reggiani** was still the Vice-Mayor. **Mayor Kacsh** said Council will elect a Vice Mayor at the second April meeting and we will also make the Council appointments as representatives to Boards and Commissions at that same meeting. Until then, **Reggiani** is still Vice-Mayor and all Council reps stay the same. **Allison** said we need to do a performance review of Providence soon, per the contract it says we have to do it annually and we are past a year.

Noon meeting with John Bitney was scheduled for Friday April 5.

Mayor Kacsh assigned Council with some homework – he would like to have an agenda item on April 17 that is short term goal setting (i.e. three years) – he'd like Council to bring some info to that meeting concerning their short-term plans/goals.

Bourgeois mentioned that the South Fill workshops continue and there are 2 left on April 16 (Masonic) and April 30 (Mt. Eccles). **Mayor Kacsh** said the Clerk's evaluation should be done this time at a noon meeting. **Allison** mentioned the Clerk's contract and the expiration. **Bourgeois** said she would investigate and put a contract amendment on the special meeting of April 11 if necessary.

O. AUDIENCE PARTICIPATION

Tom Bailer 304 Orca Inlet said that Planning and Zoning is opening up the comprehensive plan soon and it's time to rewrite it and he would love to have Council and others contribute – especially the other boards and commissions should get their parts updated too.

P. COUNCIL COMMENTS**29. Council Comments**

Allison said that the draft ferry schedule – the listing of events was missing a few things such as Tip-off, Regional basketball tournament – **Joyce** said he was aware and has mentioned it to them a few times. **Allison** also mentioned that 50 teams from all over the state would be going to Valdez, third year in a row – for the Hooping for spring basketball tournament 5-8 graders. Cordova is sending 4 teams and he is heading this up. Bidarki pays for the registration fee – three day tournament. Cordova is sending 45+ kids and 5 coaches – 3 or 4 high school kids assisting too.

Cheshier congratulated **Burton** on the run-off victory.

Beedle snow removal was good on this last little scare we had – he thanked **Moe** and the crew for that. Thanked **Barclay** for running and **James** – it's been great working with the staff, student Council, Council and Mayor.

Mayor Kacsh thanked Beedle – did a fantastic job; was very passionate – thanked **Barclay Kopchak** for running and **James Burton** – look forward to working with you.

Joyce, Carpenter and **Bradford** also thanked **Beedle** for his service on Council.

Q. EXECUTIVE SESSION**30. Cordova Center Finances – Attorney advice**

M/Joyce S/Cheshier 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: 7 yeas, 0 nays. Motion passes.

With no objection, Council recessed for 5 minutes at 9:06.

Council entered executive session at 9:15 pm; Council came out of executive session at 9:24 pm. **Mayor Kacsh** said they discussed Cordova Center finances with the City Attorney and no action was taken.

R. ADJOURNMENT

M/Bradford S/Allison to adjourn the regular meeting at 9:25 pm; with no objection, the meeting was adjourned.

Vote on motion: 7 yeas, 0 nays. Motion passes.

Approved: May 01, 2013

Attest: _____
Susan Bourgeois, City Clerk

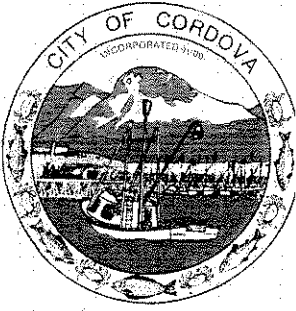
Mayor's Report

Cordova is gearing up for the upcoming commercial fishing season. It's great to see the local stores filling up with fishermen, boats being launched daily, and processors humming with activity.

Continue working with Council on City Manager applicants

Attended Community Health Needs Assessment meeting at CCMC with many members of the community

Participating in the Cordova Men Choose Respect campaign with CHS and CFRC



CITY OF CORDOVA

Office of City Manager

To: Mayor and City Council
From: Donald L. Moore, Interim City Manager
Subject: **City Manager's Report**
Date: May 1, 2013

RFP for Marketing Services for Cordova Center: Attached is the draft Request For Proposals (RFP) to update the Marketing Services portion of the Cordova Center Business Plan. The RFP is structure such that the work can be conducted I phases as the need and funding becomes available.

This project was mentioned at the previous Council meeting and the attached draft is provided for information.

State Division of Homeland Security Site Monitor Review. The city has \$1,718,856 of state homeland Security grant provided services and equipment in the Cordova Public Safety program. The State periodically conducts site monitoring review of the equipment and records of these programs and conducted such a review in Cordova on Wednesday, April 23rd.

The Administrator was very complimentary of the status of Cordova's program.

Cordova City Code title 4 (personnel) revisions: The City Attorney has completed the re-draft of the Title 4 revisions to the personnel code.

I will review these changes with the Department Heads and forward the Ordinance for Council consideration at a meeting in the near future.

Presentation by Public Works Director at North American Snow Conference. Moe Zamarron presented a paper "It Just Kept Coming" concerning the 2011 "Snowpocalypse" event at the Conference earlier this month.

The report was well received and the speaker evaluation summary is attached.

Independent Evaluation of Cordova Center Windows. The forensic window testing firm, Trinity, ERD completed the window tests on Tuesday, April 23rd. The testing regimen included removing one of the windows known to leak and reinstalling it in a manner so as to correct the problem. This was done and the re-installed window passed the test. The report, expected later this week, will describe both the extent of the problem as well as the remediation steps necessary to correct it.

It should be mentioned that Cordovans Tom and Craig Bailer were especially helpful throughout the testing and supplied the labor, construction and equipment operation that was invaluable to the success of the testing.

**City of Cordova
Legislative Update
April 17, 2013**

Summary

The 1st Session of the 28th Alaska Legislature adjourned on May 14th after passing 73 bills.

For the past three years, Governor Parnell's top priority has been oil tax reform. With the passage of Senate Bill 21 this session, the Governor and his administration achieved their foremost legislative initiative. In addition, the top priority of House Speaker Mike Chenault – legislation authorizing development of an in-state natural gas pipeline – was approved in House Bill 4.

This was the 1st Session, so any bills that did not pass will remain in place pending next year's 2nd Session.

Capital Budget

The Senate version of the Capital Budget (SB18) added \$16.8 million for House District 35 (Kodiak/Cordova/Yakutat). Within this amount, a total of \$1 million was included for the completion of the Cordova Center. SB18 then moved over to the House, where the House Finance Committee increased funding to House District to a total of \$26.1 million. The House did not add any funding for any Cordova projects beyond the \$1 million put in by the Senate for the Cordova Center.

A listing of all projects for HD35 added by the Governor, Senate, and House can be found on pages 41-42 of the report posted on the web link below:
<http://www.legfin.state.ak.us/BudgetReports/LY2013/Capital/Adjournment/ProjectDetailByHD.pdf>

Education Funding

In addition to the K-12 Foundation Formula funding for school districts, the legislature added two additional appropriations for education. For fixed costs increases, an additional appropriation of \$25 million was approved (HB65), and \$21 million was also approved for costs related to safety improvements and fuel costs (SB18). The table below shows the Dept. of Education estimates for distribution of state education funds to Cordova from this session:

FY14 Projected ADM	K-12 Foundation	HB65 \$25 million	SB18 \$21 million	Pupil Transportation	Debt Reimbursement	Total
317	\$3,547,743	\$75,591	\$63,606	\$111,991	\$967,800	\$4,766,731

SB57, sponsored by Senator Gary Stevens, passed the Legislature and is awaiting signature by Governor Parnell. The bill provides a small increase Pupil Transportation funding for school districts, and moves the notification deadline for layoff or nonretention of teachers to May 15th (currently is March 16th).

Municipal Revenue Sharing was funded for next year for a total of \$60 million.

House Bill 131, sponsored by Rep. Paul Seaton (R-Homer), passed the Legislature and is waiting to be transmitted to Governor Parnell for signature. HB131 gives municipal governments the authority to remove hazardous derelict vessels, vessels unattended for more than 30 days, and conduct auction or disposal of repossessed vessels. Here is a link to a copy of the bill:

<http://www.legis.state.ak.us/PDF/28/Bills/HB0131A.PDF>

Senate Bill 73, sponsored by Senator Kevin Meyer (R-Anchorage), gives municipal governments the option to exempt property taxes on the first \$150,000 of assessed value for homes of widows and widowers of members of the armed forces who are killed while serving in active duty. SB73 passed the Legislature and is awaiting signature by Governor Parnell.

Bills That Did NOT Pass This Session

- HJR1/SJR9 – Constitutional Amendment on Education Funding
- HB18 – Personal Use Fisheries
- HB77 – Land and Water Use Permitting
- HB152 – PERS Termination Costs
- HB162 – Teacher Tenure
- HB174 – PERS Contributions by Municipalities
- HB192 – Payment of Fishery Resource Landing Taxes
- SB90 – School District Employee Health Insurance

Another issue that did not pass was the sunset extension for the ARDOR program. House Bill 71, an extension bill by Rep. Shelley Hughes, got bogged down with an amendment to address the sunset extension for the CFEC Korean hair crab and scallop fisheries. ARDORs around the state are now in jeopardy of losing their annual federal funding.

The **Board of Fisheries** currently has an opening due to the Legislature voting to remove Vince Webster from the Board. Any interested applicants can submit their names at the following web site:

<http://gov.alaska.gov/parnell/services/boards-commissions/apply-online.html>

Conclusion

For a full copy of the Capital Budget, here is a web link to SB18:

<http://www.legis.state.ak.us/PDF/28/Bills/SB0018E.PDF>

Please let me know if there are any questions about specific topics, legislation, or budget items.

City of Cordova
PUBLIC WORKS DEPARTMENT

1st Quarter Report

January – February - March
2013

The Public Works Department is comprised of 6 Divisions. Major activities relating to each of these Divisions include the following:

ADMINISTRATION DIVISION

A wide variety of issues came up requiring my attention including, but not limited to, the following:

- Organized grant and loan funding for the various division projects
- Developed baler rebuilding plan and prepared budget
- Provided tour of City facilities to the Commissioner and one Director of the Alaska DEC
- Scheduled OSHA physical health assessment visit
- Completed usage assessment of city utilities
- Conducted education campaign for the general election concerning utility improvement loans
- Hired Refuse Supervisor

FACILITIES MAINTENANCE DIVISION

This includes one Supervisor and one full time position to conduct building repairs and perform custodial functions. The following buildings are repaired and maintained in whole or in part by this Division.

- City Hall / Police Station
- Library / Museum
- Chamber of Commerce
- Bidarki
- Pool
- City Shop
- Harbor Restrooms (Custodial only)

Daily rounds are conducted of each building to ensure systems are functioning properly. Often small repairs are required such as repairing or replacing hinges, stuck windows, squeaky doors, weather-stripping, switches, light bulbs, installing signs, painting, etc.

POOL

Normal boiler upkeep activities

LIBRARY / MUSEUM

Lighting repairs

CHAMBER OF COMMERCE

Assessed restroom repair requirements

BIDARKI

Nothing to report

CUSTODIAL

Daily cleaning / trash pickup rounds are conducted at the following buildings:

- Bidarki
- Harbormaster's Office
- Harbor North Restroom
- City Hall / Police Station
- Library / Museum / Council Chambers

STREETS DIVISION

Report for the first Quarter of 2013 for the public works shop and street crew.

Personal:

We hired Mitch Ladd as an operator in January, the following week Rick Johnson took a Job with the State DOT. We then Hired Mike Arvidson back as an operator. In early April Eric Serrano left to go take care of his Grandmother in El Salvador, he is on leave without pay and hopefully will be returning back to work this summer. Our other Employees include Chris Mallory, Chris Bolin and James Lawler who is coming up on 6 months next month.

Training

Chris Bolin passed the exam for his commercial driving license, The whole crew spent a day with Joanie Behrends and received their ICS 100 and 200 certificates. James is signed up to take the refrigeration test in May. We continue to have weekly safety meetings and are trying to make sure all personal are trained in the equipment and with the tools they are using.

Activities

We revisited the elementary school and handed out Flashing buttons to re-emphasis street safety around equipment.

We installed the new radios in all public works vehicles.

Spent the time needed to clear streets and parking areas of snow and sanded when needed.

We impounded several vehicles some being middle of the night call-outs, decommissioned 6 vehicles and hauled them to 17 mile.

Have done considerable time filling potholes and have used close to 100 yards of road topping since the first of the year.

James has set up a maintenance schedule for the light cars and trucks throughout all city departments, which was no small undertaking. He says he is still on schedule after installing a new long block on the red fire dept. pickup. Chris Bolin has been quite busy repairing larger equipment which seems to break just a little faster than he can fix.

Equipment

The equipment has held up fairly well this season with minor repairs on each piece. Minor meaning under 5000.00 per repair. We are babying the sand truck as the bed is coming apart and will take some extensive repair work this summer. The older All wheel drive grader well we hold our breath each time it leaves the yard.

Challenges

The streets are mostly in need of repair most of our chip seal roads need maintenance coats. When we started the chip seal program it was explained that they are not asphalt and would need timely recoating, If you look back some of the benefits of having the chip seal are no dust, less time on the road grader maybe 1 day a week instead of 3, and probably one of the biggest savings is less washed out roads, plugged drains, and hundreds of yards of road topping.

Our paved roads are wearing out. The last we paved any roads was 20 years ago.

We have a great crew and lots of work ahead of us. Everyday seems to bring more challenges, however we are up for it.

Bill Howard

Public Works Supervisor

April 23, 2013

REFUSE DIVISION

A wide variety of issues came up including, but not limited to, the following:

- Hired Refuse Supervisor
- Hosted DEC Commissioner and Director for tour of landfill, baler and water operations
- Began rebuild of the baler equipment
- Hosted OSHA health safety compliance evaluator

WATER & WASTEWATER DIVISION

DAILY WORK DUTIES

Water Sources are checked daily/seven days a week for chlorine residual, turbidity, pH, UVT and general operations (Orca, Murcheson, & Meals). Three locations within the system are checked daily/ five days a week for chlorine residual, turbidity, and general operations (Harbor, Bidarki, & Hospital). Morning sewer lifts station checks (Whiskey Ridge, Murcheson, Eyak, Ferry Dock, Morpac, & Main lift station (South Second ST.)). Operate sludge dewatering system. Make polymer & Cl2 for STP. Deliver sludge to 17 mile. Routine lab work & plant maintenance.

WEEKLY WORK DUTIES

Collect bi-weekly coliform samples. Clean the Wastewater Treatment Plant and Lift Stations. Calibrate meters/monitoring equipment. Download/transfer all data from all three sources. Test/check back-up generators. Exercise Micro Screen Drums. Made/hailed chlorine for Wastewater Treatment Plant's clarifier & heads work to comply with APDES permit.

MONTHLY WORK DUTIES

Quality control / Quality assurance for Lab. EPA/DEC wastewater reports, DEC water reports, DEC DBP (Disinfection Byproducts Rule) Reports. Read water meters. Deliver shut-off notices, disconnect for nonpayment. Collect monthly samples. Backwash filters at Eyak WTP. Check catchments. Drain, Cleaned/Wash Micro Screen Room & chlorine contact chamber, flush hydrants to freshen up water mains.

MISCELLANEOUS

- Performed 12 water sample test for customers (PWSAC, & other customers).

- Performed 4 locate, throughout the City limits where water/sewer mains are available.
- Performed 8 water shut-off/turn on, due to nonpayment, requested by the customers, or emergency shut-offs.
- Hauled load of chlorine to Meals WTP 2 times.
- Moved snow around STP & water/sewer structures 10 times.
- Checked inspected Meals Reservoir. Heney water line still running about 500 gpm.
- Repaired VFD at sludge building.
- Had Utility Services perform leak detection of the City of Cordova's water lines, found 2 - water main leaks, 2 water services, & 4 fire hydrant leaks.

Sincerely,
Malvin Fajardo
Water / Wastewater Superintendent

Exxon Valdez Oil Spill Trustee Council

4210 University Drive • Anchorage, AK 99508-4626 • (907) 278-8012 • fax (907) 276-7178



April 16, 2013

Jim Kallander, Mayor
City of Cordova
P.O. Box 1210
Cordova, Alaska 99574

RECEIVED
APR 22 2013
City of Cordova

Dear Mayor Kallander:

Thank you for your participation in the *Exxon Valdez* Oil Spill Trustee Council's meeting on February 21, 2013. The Trustee Council reviewed your request for additional funding reimbursement in regards to the construction of the Cordova Center. I am pleased to inform you that the Council approved funding for the above-mentioned project, up to \$1,300,000, or one-third of the cost of construction as detailed in Resolution 13-05, attached.

This additional amount is conditioned upon the same terms outlined for the original funding in Resolution 11-02, including a demonstration that the City has firm commitments for the funding of all the anticipated costs of construction of the Cordova Center.

Best regards,

A handwritten signature in cursive script, appearing to read 'Elise Hsieh'.

Elise Hsieh
Executive Director

Cc: Cathy Sherman

Attachments: Resolution 13-05

MEMO, City of Cordova

To: Mayor and City Council

Through: Donald L. Moore, Interim City Manager

From: Jon K. Stavig, Finance Director

Date: April 24, 2013

RE: Resolution National Forest Receipts

This year the City of Cordova was awarded the FY13 National Forest Receipts payment. The lump sum payment includes receipts for road miles as well as the allocation for schools. The amount this year allocated to schools is 861,220.07.

The following resolution follows a template that has been approved by past Councils' over the past few years. The \$1,686,026.00 is the maximum local contribution as indicated with the School District's most recent ADM template.

As of the date of this memo, we are still trying to clearly identify in-kind services and the specific amount to be included to the resolution.

Respectfully submitted,

Jon K. Stavig

**CITY OF CORDOVA, ALASKA
RESOLUTION 05-13-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
ESTABLISHING LOCAL GOVERNMENT CONTRIBUTION OF NATIONAL FOREST
RECEIPTS FOR THE CORDOVA PUBLIC SCHOOL DISTRICT FOR THE SCHOOL
FISCAL YEAR ENDING JUNE 30, 2014**

WHEREAS, the City of Cordova has received national forest receipts in the amount of \$861,220.07 for public schools.

WHEREAS, payment made under the national forest receipts program for public schools must be used only for operation, maintenance, repair or construction of public schools and may be used as the local government contribution to public schools under AS 14,17.410; and

WHEREAS, \$1,686,026 has been committed as local funding for operations to the Cordova Public School District for the school fiscal year ending June 30, 2014, plus \$_____ as in-kind contribution; and

WHEREAS, the total commitment of the City of Cordova as local government contribution to public schools for the School Fiscal year 2014 is \$1,686,026 excluding in-kind contributions and capital projects, payable one-half in the last six months of calendar year 2013 and the other half in the first six months of calendar year 2014; and

WHEREAS, The City of Cordova adopted budget shows \$750,000 appropriated to be paid to the public school for the last six months of calendar year 2013.

NOW, THEREFORE, BE IT RESOLVED THAT, the City of Cordova commits \$861,220.07 in forest receipts money to the public schools and at such time as adopted, the City of Cordova's calendar year 2014 budget and appropriation for Local Government Contribution for the Cordova Public School District, shall include \$_____, payable in six installments, January through June 2014, unless adopted otherwise or amended by City Council.

PASSED AND APPROVED THIS 1st DAY OF MAY, 2013.

James Kacsh, Mayor

Attest:

Susan Bourgeois, City Clerk

City of Cordova
Fiscal Note

Date: April 24, 2013

Agenda Date: May 1, 2013

Amount: \$1,686,026.00**	Subject: Establishing Local Gov't Contribution for the Cordova Public School District of National Forest Receipts
Fiscal Impact: Yes	
Budgeted: Yes, Yr '13	Resolution/Ordinance #
From Account#: #101-902-57001 School Transfer July-Dec	
To Account#:	
Prepared by: J.Stavig	

Expenditures	FY 2013	FY 2014	FY 2015
Contractual			
Supplies			
Equipment			
Travel			
Land/Structure			
Grants			
Cordova Schools Local Funding	\$1,686,026.00**		
Contribution**	FY 2013	FY 2014	FY 2015
Revenue			
Funding Source	FY 2013	FY 2014	FY 2015
General Fund			
State/ Federal Grants			
Other (National Timber Receipts)	\$861,220.07		

Additional Information

*This is a resolution establishing the City of Cordova's local contribution amount for funding for Schools with National Forest Receipts. **The amount covers the School Fiscal Yr '14., payable in monthly installments to the School at \$750,000.00 monthly which has already been appropriated and budgeted for the City's calendar year ended 12/31/13 and an amount payable to the School in monthly installments January through June 2014, unless adopted otherwise or amended by City Council.*

A	B	C	D	E	F	G	H	I	J	K	L	M	
			UPDATED 11/3/11				D x .00265	E x .45	D x .002	F x .23	Lesser of G or H	Greater of I or J	K + L



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

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

February 11, 2013

Dear Municipal Official:

Recently, you were awarded your FY13 National Forest Receipts payment. The lump sum payment includes your receipts for road miles as well as the allocation for schools. For your records, we are providing the following information to you regarding the breakdown of the two amounts:

Community: **Cordova**

Total Payment: **\$947,249.68**

Road Payment: **\$86,029.61**

School Payment: **\$861,220.07**

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

Sincerely,

A handwritten signature in cursive script that reads "Danielle Lindoff".

Danielle Lindoff
Local Government Specialist IV

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: April 24, 2013
TO: Mayor & City Council
SUBJECT: Liquor License Renewal

This agenda item was referred from the April 3 Council Regular Meeting. Council requested updated information and a possible executive session. Once Council hears about any sales tax delinquencies that may exist, they should come out of the executive session and make a motion as listed below.

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.



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



Cordova Police Department

Phone: (907) 424-6100 Fax: (907) 424-6120
P.O. Box 1210 Cordova, Alaska 99574
policechief@cityofcordova.net

April 1, 2013

Susan Bourgeois, City Clerk
City of Cordova
PO Box 1210
Cordova, AK 99574

Re: Cordova Hotel and Bar

Dear Susan,

I have no reason to protest the renewal of the liquor licenses for the Cordova Hotel and Bar (Liquor Licenses #277 & #278).

Our records indicate 4 calls during the year 2012 had been received from employees of the Cordova Hotel and Bar requesting assistance from law enforcement.

Sincerely,

A handwritten signature in cursive script that reads "George Wintle".

George Wintle
City of Cordova
Chief of Police

CITY OF CORDOVA



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

Memorandum

To: Mayor and City Council
Through: Donald L. Moore, Interim City Manager
From: Anthony J Schinella, Harbormaster
Date: 5/1/2013
Re: Recommendation for disposal of impounded property

PART I. BACKGROUND:

The Harbor department currently has 3 vessels and a long line reel impounded. The Harbor held two public auctions and had no attendance from interested bidders.

Title 11.32.070: States that the Harbor Commission shall recommend means for disposition to the City Council.

PART II. RECOMMENDATION OF THE HARBOR COMMISSION:

Staff recommends any maximum bid be accepted for impounded property, with a stipulation that the purchased property be removed from City of Cordova property 30 days from date of sale.

If there are no interested persons, the Harbor Department will dispose of impounded property in a responsible manner.

PART III. RECOMMENDED MOTION:

"I move to APPROVE the recommendation to dispose of impounded property by maximum bid and if there are no interested bidders, to dispose of impounded property in a responsible manner

Pending agenda:

Second meetings of the month plan – May, June, July, and Aug, 2013?

HSB Meeting needed for May? What date works?

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 Seneear, 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

May 2013; June 2013; July 2013

May 2013

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library			1 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 Memorial Day City Hall Offices Closed	28	29	30	31	Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library

June 2013

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm	HSL-High School Library					1
2	3	4	5 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 58

July 2013

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library	<i>1</i>	<i>2</i>	<i>3</i> tbd HSB LMR 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	<i>4</i> Independence Day City Hall Offices Closed	<i>5</i>	<i>6</i>
<i>7</i>	<i>8</i> 5:30 Parks & Rec LMR	<i>9</i> 6:30 P&Z LMR	<i>10</i> 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	<i>11</i>	<i>12</i>	<i>13</i>
<i>14</i>	<i>15</i>	<i>16</i>	<i>17</i> 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	<i>18</i>	<i>19</i> ——Clerk vaca——	<i>20</i>
<i>21</i>	<i>22</i> ——Clerk vaca——	<i>23</i> ——Clerk vaca——	<i>24</i> ——Clerk vaca——	<i>25</i> ——Clerk vaca——	<i>26</i> ——Clerk vaca——	<i>27</i>
<i>28</i>	<i>29</i> ——Clerk vaca——	<i>30</i> ——Clerk vaca——	<i>31</i>			Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library