

**Mayor**

Clay Koplin

**Council Members**

- James Burton
- Tim Joyce
- Tom Bailer
- Robert Beedle
- Josh Hallquist
- David Allison
- James Wiese

**City Manager**

Randy Robertson

**City Clerk**

Susan Bourgeois

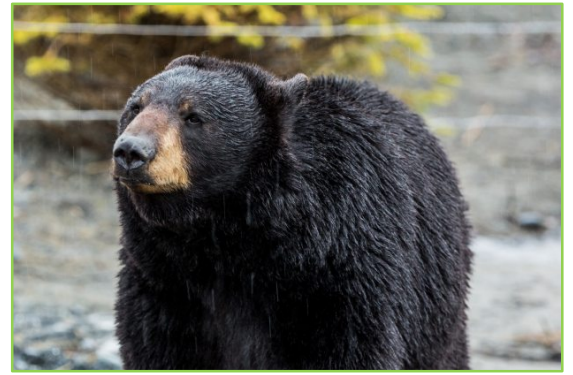
**Deputy Clerk**

Tina Hammer

**Student Council**

- John Appleton
- August Jewell

**Regular City Council Meeting**  
**June 1, 2016 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**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 Clay Koplin, Council members James Burton, Tim Joyce, Tom Bailer, Robert Beedle, Josh Hallquist, David Allison and James Wiese

**D. Approval of Regular Agenda..... (voice vote)**

**E. Disclosures of Conflicts of Interest**

**F. Communications by and Petitions from Visitors**

1. Guest Speakers
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. Student Council Representative Report - summer vacation

**G. Approval of Consent Calendar..... (roll call vote)**

**5. Ordinance 1146..... (page 1)**

An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova municipal code chapter 8.40 entitled “marijuana establishments” to prohibit marijuana establishment operations within the City of Cordova until January 1, 2017, to add definitions for regulating the marijuana industry within the city, and to add enforcement and penalty procedures and repealing Cordova municipal code chapter 8.44 entitled “prohibited acts regarding marijuana” and integrating the prohibitions and definitions from chapter 8.44 into chapter 8.40 of the code - 2<sup>nd</sup> reading

6. Proclamation of Appreciation to *James Kacsh*..... (page 6)
7. Proclamation of Appreciation to *David Reggiani*..... (page 7)
8. Proclamation of Appreciation to *Kristin Carpenter*..... (page 8)
9. Record excused absences of *Mayor Koplin* and Council members *Burton* and *Hallquist* from the May 18, 2016 Regular meeting

**H. Approval of Minutes..... (voice vote)**

10. Minutes of 05-18-16 Council Public Hearing..... (page 9)
11. Minutes of 05-18-16 Regular Council Meeting..... (page 10)

**I. Consideration of Bids**

12. Council action on ITB 16-03 - Mt. Eccles School Windows Upgrades Project..... (voice vote)(page 15)

**J. Reports of Officers**

13. Mayor’s Report..... (page 18)
14. Manager’s Report
  - a. City Financial Report, **Jon Stavig**, Finance Director..... (page 19)

15. City Clerk's Report..... (page 24)

**K. Correspondence**

16. Letter from Randy Robertson 05-16-16 re departure from Cordova..... (page 25)

17. Letter from State Homeland Security Director thanking Cordova for AK Shield participation..... (page 26)

18. Info email from Randy Robertson on USGC station planning visit (June 17, 2016)..... (page 27)

**L. Ordinances and Resolutions**

19. Resolution 06-16-22..... (roll call vote)(page 29)  
A resolution of the City Council of the City of Cordova, Alaska, setting the mill rate for the 2016 tax year

20. Resolution 06-16-23 ..... (voice call vote)(page 32)  
A resolution of the City Council of the City of Cordova, Authorizing the City Manager to enter into a gas supply agreement with Alaska Intrastate Gas Company

**M. Unfinished Business**

21. Council decision regarding City Manager merit award..... (voice vote)(page 37)  
(may be discussed in executive session)

22. Council direction to staff regarding Interim City Manager..... (voice vote)(page 39)  
(may be discussed in executive session)

**N. New & Miscellaneous Business**

23. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 40)

**O. Audience Participation**

**P. Council Comments**

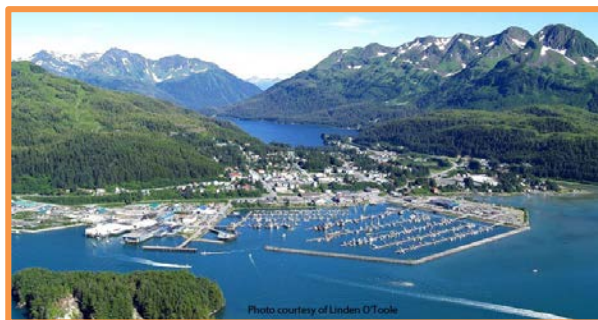
**Q. Executive Session**

24. City Manager merit award - see item 21.

25. City Manager recruitment Interim City Manager - see item 22.

26. Legal Services - relationship with City Attorney firm of Birch Horton Bittner & Cherot

**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.

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## MEMORANDUM

**TO: CORDOVA CITY COUNCIL  
RANDY ROBERTSON, CORDOVA CITY MANAGER**

**FROM: HOLLY C. WELLS**

**RE: ORDINANCE 1146 AMENDING CORDOVA MUNICIPAL CODE  
CHAPTER 8.40 ENTITLED "MARIJUANA REGULATIONS"**

**CLIENT: CITY OF CORDOVA**

**FILE NO.: 401777,1**

**DATE: MAY 11, 2016**

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Ordinance 1146 provides the Cordova City Council and the Cordova City Administration additional time to develop regulations and policies regarding the commercial marijuana industry within the City of Cordova ("City"). While the City Council has had several meetings regarding the commercial marijuana industry and State of Alaska laws regarding this new industry, it is hoping to hear more public comments and obtain additional information regarding the industry prior to addressing marijuana industry operations within the City. As a result, the primary purpose of Ordinance 1146 is to impose a moratorium on the operation of marijuana establishments within the City until January 1, 2017.

While the primary goal of Ordinance 1146 is provide the City additional time to develop policies and laws regarding commercial marijuana operations, Ordinance 1146 also serves to update and integrate the existing City laws regarding the Cordova marijuana industry. Specifically, Ordinance 1146 amends the Cordova Municipal Code (the "Code") to ensure that the definitions, prohibitions, and penalties regarding the marijuana industry are located within a single Code chapter. In order to accomplish this housekeeping effort, Chapter 8.44, which prohibited certain marijuana manufacturing processes, has been repealed and the prohibitions, definitions, and penalties contained in that chapter have been integrated into Chapter 8.40. No substantive changes were made to the prohibitions or definitions currently located in Chapter 8.44 and they remain in the Code; these provisions have simply been relocated.

Finally, in an effort to ensure that the City has the tools necessary to enforce CMC 8.40, a section providing the fines and penalties for violating that chapter are also added via Ordinance 1146.

The adoption of Ordinance 1146, if supported by the City Council, is time sensitive, as the Marijuana Control Board (“MCB”) started accepting and processing applications for marijuana establishments on February 24, 2016. While the City Administration has not been made aware of any applications submitted for facilities within the City, the City Council wants to ensure that any applicants are aware of the moratorium before investing any resources in the application process. This Ordinance does not prevent applicants from applying for a facility license but it will impact the approval of such applications prior to January 1, 2017.

**CITY OF CORDOVA, ALASKA  
ORDINANCE 1146**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING CORDOVA MUNICIPAL CODE CHAPTER 8.40 ENTITLED “MARIJUANA ESTABLISHMENTS” TO PROHIBIT MARIJUANA ESTABLISHMENT OPERATIONS WITHIN THE CITY OF CORDOVA UNTIL JANUARY 1, 2017, TO ADD DEFINITIONS FOR REGULATING THE MARIJUANA INDUSTRY WITHIN THE CITY, AND TO ADD ENFORCEMENT AND PENALTY PROCEDURES AND REPEALING CORDOVA MUNICIPAL CODE CHAPTER 8.44 ENTITLED “PROHIBITED ACTS REGARDING MARIJUANA” AND INTEGRATING THE PROHIBITIONS AND DEFINITIONS FROM CHAPTER 8.44 INTO CHAPTER 8.40 OF THE CODE**

**WHEREAS**, The Marijuana Control Board (“MCB”) started accepting and processing applications for marijuana establishments on February 24, 2016; and

**WHEREAS**, pursuant to Alaska Statute 17.38.210(A), local governments may prohibit the operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, or retail marijuana stores through the enactment of an ordinance or by a voter initiative; and

**WHEREAS**, it is in the City’s best interest to carefully consider the potential impacts of the marijuana industry on the City and afford City Council and the community as a whole time to gain knowledge of the industry, decide whether or not to permit marijuana establishments to operate in the City, and, if such operations are permitted, develop effective and carefully tailored regulations of such operations; and

**WHEREAS**, it is in the City’s best interest to prohibit commercial marijuana facility operations within the City while the City considers the pros and cons of the industry and develops regulations of the industry, if necessary; and

**WHEREAS**, it is in the City’s best interest to have all local laws governing marijuana manufacturing in a one chapter of the Cordova Municipal Code and all definitions applicable in to that chapter in a single section.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Cordova, Alaska, that:

Section 1. Cordova Municipal Code Chapter 8.40 entitled “Marijuana establishments” is amended to read as follows:

Chapter 8.40

MARIJUANA ESTABLISHMENTS

Sections:

8.40.010 Local regulatory authority

**8.40.020 Marijuana establishment operations-temporarily prohibited**

**8.40.030 Certain manufacturing processes prohibited**

**8.40.040 Definitions**

**8.40.050 Interpretation**

[**ADDED LANGUAGE BOLD AND UNDERLINED**, ~~DELETED LANGUAGE STRICKEN THROUGH~~]

#### **8.40.060 Penalty-violation**

8.40.010 - Local regulatory authority.

The city council is designated as the "local regulatory authority" as that term is used in Alaska Statutes Chapter 17.38 and any implementing legislation or rule-making.

#### **8.40.020-Marijuana establishment operations-temporarily prohibited**

**The operation of marijuana cultivation facilities, marijuana product manufacturing facilities, marijuana testing facilities, and retail marijuana stores in the city is prohibited until January 1, 2017.**

#### **8.40.030-Definitions**

**Definitions. For purposes of this chapter:**

**"Manufacture" means the preparation, compounding, conversion, or processing of marijuana, hashish, or hash oil, either directly or indirectly by extraction from substances of natural origin, independently by means of chemical synthesis, or by a combination of extraction and chemical synthesis, and includes any packaging or repackaging of the marijuana, hashish, or hash oil, or labeling or relabeling of its container. It includes the organizing or supervising of the manufacturing process. It does not include the legally authorized planting, growing, cultivating, or harvesting of a plant.**

**"Marijuana" means all parts of the plant of the genus cannabis whether growing or not, the seeds thereof, the resin extracted from any part of the plant, and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or its resin, including marijuana concentrate; "marijuana" does not include fiber produced from the stalks, oil, or cake made from the seeds of the plant, sterilized seed of the plant which is incapable of germination, or the weight of any other ingredient combined with marijuana to prepare topical or oral administrations, food, drink, or other products.**

**"Marijuana concentrate" means any product which, through manufacture, contains tetrahydrocannabinol (THC). Common names and types of product include "shatter", butane or CO2 hash oil, "ring pots", butter, hash, hashish, keif, oil, or wax.**

**"Marijuana cultivation facility" means an entity registered to cultivate, prepare, and package marijuana and to sell marijuana to retail marijuana stores, to marijuana product manufacturing facilities, and to other marijuana cultivation facilities, but not to consumers.**

**"Marijuana establishment" means a marijuana cultivation facility, a marijuana testing facility, a marijuana product manufacturing facility, or a retail marijuana store.**

**"Marijuana product manufacturing facility" means an entity registered to purchase marijuana; manufacture, prepare, and package marijuana products; and sell marijuana and marijuana products to other marijuana product manufacturing facilities and to retail marijuana stores, but not to consumers.**

**"Marijuana products" means concentrated marijuana products and marijuana products that are comprised of marijuana and other ingredients and are intended for use or consumption, such as, but not limited to, edible products, ointments, and tinctures.**

[ADDED LANGUAGE BOLD AND UNDERLINED, DELETED LANGUAGE STRICKEN THROUGH]

**"Marijuana testing facility" means an entity registered to analyze and certify the safety and potency of marijuana.**

**"Retail marijuana store" means an entity registered to purchase marijuana from marijuana cultivation facilities, to purchase marijuana and marijuana products from marijuana product manufacturing facilities, and to sell marijuana and marijuana products to consumers.**

**8.40.040 - Certain manufacturing processes prohibited.**

**It shall be unlawful for any person to manufacture a marijuana concentrate, hashish, or hash oil by use of solvents containing compressed flammable gases or through use of a solvent-based extraction method using a substance other than vegetable glycerin, unless the person is validly licensed and permitted in accordance with State of Alaska law and operations of marijuana establishments or not otherwise prohibited by this chapter.**

**8.40.050 Interpretation.**

**All terms used in this chapter that are defined in AS 17.38 or the regulations promulgated thereunder shall be interpreted in accordance with such definitions.**

**8.40.050 Violation—penalty.**

**A. A violation of this chapter is an offense punishable by a fine not exceeding \$1,000, plus any surcharge required to be imposed by AS 12.55.039.**

**B. Any marijuana, equipment, material, product, package or container possessed, used or intended to be used, or produced in violation of this chapter may be seized and held as evidence to be used in any future proceeding and may be disposed of as appropriate after use for evidentiary purposes is no longer required.**

Section 2. Cordova Municipal Code Chapter 8.44 entitled “Prohibited Acts Regarding Marijuana” is repealed.

Section 3. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted and published in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska.

1st reading: May 18, 2016

2nd reading and public hearing: June 1, 2016

**PASSED AND APPROVED THIS 1<sup>st</sup> DAY OF JUNE, 2016.**

\_\_\_\_\_  
Clay Koplín, Mayor

ATTEST:

\_\_\_\_\_  
Tina Hammer, Deputy City Clerk

# City of Cordova, Alaska

## PROCLAMATION OF APPRECIATION TO JAMES KACSH

I, **Mayor Clay Koplín**, do hereby issue this Proclamation of Appreciation to *James Kacsh* for his countless valuable contributions to the City of Cordova

**WHEREAS**, *James Kacsh* was initially elected by the citizens to City Council Seat G in March 2007, then appointed by the City Council to continue in Seat B for a one year term in March 2010, elected again by the citizens in March 2011 to City Council Seat B and subsequently elected as **Mayor of Cordova** at the March 2013 General Election; and

**WHEREAS**, *James Kacsh* worked tirelessly as the Council representative to the School Board and then the Parks and Recreation Commission and then as a member of the Community Health Services Board; and

**WHEREAS**, *James Kacsh*, in his Mayoral tenure championed efforts that led to the completion of the Cordova Center, fought hard for school funding, advocated for the commercial fisheries, endeavored to promote a diversified economy for Cordova and doggedly persisted in his advocacy for adequate Alaska Marine Highway Service for Cordova.

**NOW, THEREFORE BE, IT PROCLAIMED** that the Mayor, the City Council members and citizens of Cordova do hereby express their sincere appreciation to *James Kacsh* for the selfless devotion of his time and effort while serving as City Council member, Parks and Recreation Commission member, City Council representative to the Cordova School Board, Health Services Board member and then as the esteemed **Mayor of the City of Cordova, Alaska**.

**BE IT FURTHER PROCLAIMED** that all who shared the table with him will forever be grateful for *James Kacsh's* pleasant demeanor, his attitude of helpfulness and his supportive encouragement and appreciation for council members and staff members of the City of Cordova, Alaska.

**Signed this 1st day of June, 2016**

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**Clay Koplín, Mayor**



# City of Cordova, Alaska

## PROCLAMATION OF APPRECIATION TO

### David Reggiani

I, **Mayor Clay Koplín**, do hereby issue this Proclamation of Appreciation to *David Reggiani* for his countless valuable contributions to the City of Cordova

**WHEREAS**, *David Reggiani* was initially nominated and elected by the City Council to fill a vacancy in Seat F in April 2008, then elected by the citizens to Seat F for a one year term in March 2009 and subsequently elected to two consecutive terms in March 2010 and March 2013; and

**WHEREAS**, *David Reggiani*, a longtime Cordova resident, served the public in his capacity as a member of the Cordova School District Board of Education before his Council service from March 2004 through March 2007; and

**WHEREAS**, *David Reggiani* worked tirelessly as the Council representative to the Parks and Recreation Commission, then the Planning and Zoning Commission from 2009 until 2014 and also as a member of the Community Health Services Board from 2012 until 2016; and

**WHEREAS**, *David Reggiani* also served as a City Buildings Committee member and a Fisheries Advisory Committee member while on the City Council, and currently serves as southcentral Alaska's representative to the Marine Transportation Advisory Board; and

**WHEREAS**, *David Reggiani* somehow also finds time to promote community participation in his passion, baseball, as he and his wife *Molly* continue to devote themselves to the youth of Cordova by their dedication to Little League Baseball each spring & summer.

**NOW, THEREFORE BE, IT PROCLAIMED** that the Mayor, the City Council members and citizens of Cordova do hereby express their sincere appreciation to *David Reggiani* for the selfless devotion of his time and effort while serving as City Council member, Parks and Recreation Commission member, Planning and Zoning Commission member, Health Services Board member, MTAB representative and his other varied posts and involvements for the City of Cordova, Alaska.

**BE IT FURTHER PROCLAIMED** that all who shared the table with him will forever be grateful for *David Reggiani's* keen sense of financial matters, his insightful probing of issues and thoughtful deliberation often leading to difficult decisions for the betterment of Cordova, Alaska.

**Signed this 1<sup>st</sup> day of June, 2016**

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**Clay Koplín, Mayor**

**City of Cordova, Alaska**  
**PROCLAMATION OF APPRECIATION TO**  
**Kristin Carpenter**

**I, Mayor Clay Koplin, do hereby issue this Proclamation of Appreciation to *Kristin Carpenter* for her countless valuable contributions to the City of Cordova**

**WHEREAS, *Kristin Carpenter*** served the citizens of Cordova as a City Council member from 1997 until 2003 and then again for a year in 2005 – filling a Council vacancy due to a resignation; and

**WHEREAS, *Kristin Carpenter*,** worked tirelessly as the Council representative to the Planning and Zoning Commission in her first tenure on Council; and

**WHEREAS, *Kristin Carpenter*,** then devoted herself to Cordova Community Medical Center with service as President of the Health Services Board from 2004 through 2012; then from 2013 through 2016 she held dual roles of Council member and Health Services Board member, all the time remaining President of the HSB; and

**WHEREAS, *Kristin Carpenter*,** advocated for and supported the efforts behind the inception, design and completion of the Cordova Center project, serving on the Cordova Center Committee for the past five years, while simultaneously volunteering in many other community activities such as the Copper River Wild Salmon Festival and the Salmon Runs.

**NOW, THEREFORE BE, IT PROCLAIMED** that the Mayor, the City Council members and citizens of Cordova do hereby express their sincere appreciation to *Kristin Carpenter* for the selfless devotion of her time and effort while serving as City Council member, Health Services Board member and Cordova Center Committee member.

**BE IT FURTHER PROCLAIMED** that all who shared the table with her will forever be grateful for *Kristin Carpenter's* care, intelligence, practicality and prudent interpretation of matters which assisted her and her fellow council members in making the difficult decisions required of local government elected officials.

**Signed this 1<sup>st</sup> day of June, 2016**

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**Clay Koplin, Mayor**

**City Council Public Hearing  
May 18, 2016 @ 6:45 pm  
Cordova Center Community Rooms A & B  
Minutes**

**A. Call to order**

*Vice Mayor Tom Bailer* called the Council public hearing to order at 6:56 pm on May 18, 2016, in the Cordova Center Community Rooms.

**B. Roll call**

Present for roll call were Council members *Tim Joyce, Tom Bailer, Robert Beedle, David Allison* and *James Wiese. Mayor Clay Koplín* and Council members *James Burton* and *Josh Hallquist* were absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

**C. Public hearing**

1. Ordinance 1144

An ordinance of the City Council of the City of Cordova, Alaska, amending chapter 8.08 of the Cordova Municipal Code entitled “nuisances” to expand the definition of nuisances, grant the city administration authority to declare and enforce nuisances and establish a right to appeal a hearing officer’s decision regarding nuisances to the Board of Adjustment and amending sections 8.24.050, 14.20.020, 13.20.050, 13.08.100, and 18.80.040 of the Cordova Municipal Code to incorporate the recommended amendments to chapter 8.08

2. Ordinance 1145

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with the State of Alaska Department of Administration on behalf of the State of Alaska Wildlife Troopers for the lease of 2,500 square feet of office space in the city-owned building commonly known as “the old city hall building”

*Vice Mayor Tom Bailer* opened the hearing up for public comment on ordinances 1144 and/or 1145.

*Vice Mayor Tom Bailer* asked if there was any public comment and there was none.

**D. Adjournment**

*M/Allison S/Joyce* to adjourn the Public Hearing

Hearing no objection, the Public Hearing was adjourned at 6:59 pm

Approved: June 1, 2016

Attest: \_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk

**Regular City Council Meeting**  
**May 18, 2016 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order**

*Vice-Mayor Tom Bailer* called the Council Regular Meeting to order at 7:00 pm on May 18, 2016 in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance**

*Vice-Mayor Bailer* led the audience in the Pledge of Allegiance.

**C. Roll call**

Present for roll call were Council members *Tim Joyce, Tom Bailer, Robert Beedle, David Allison* and *James Wiese*. *Mayor Clay Koplín* and Council members *James Burton* and *Josh Hallquist* were absent. Also present were City Manager *Randy Robertson* and City Clerk *Susan Bourgeois*.

**D. Approval of Regular Agenda**

*M/Allison S/Joyce* to approve the Regular Agenda.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

**E. Disclosures of Conflicts of Interest**

*Beedle* said his wife has correspondence in the packet and if that gets discussed, he'll opt out of the conversation.

**F. Communications by and Petitions from Visitors**

1. Guest Speakers - *Gary Peters* of ProComm Alaska spoke to Council regarding the E-911 systems that exist today that are much different than the ones that Council was considering back in 2011. Cell phones and technology have made it much more affordable. *Joyce* asked about addressing - and the City's need for that in order to have a good E-911 system. *Peters* said that what the City has now coupled with what the local phone company has for wired service and then what exists now for cell phones (more than 80% of 911 calls come from wireless phones) would make Cordova's 911 incoming calls about 99.5% accurate for location on a new system. Council members asked about pricing. *Peters* said that prices on this have come down since Council was last looking as well. An all-in price containing the new system, installation and a five year maintenance plan would be \$284,710.

2. Audience comments regarding agenda items - none.

3. Chairpersons and Representatives of Boards and Commissions

*Allison* reported on having been at the last school board meeting, He said they have been working on budget and should finalize that at their June meeting.

4. Student Council Representative Report - none were present

**G. Approval of Consent Calendar**

*Vice-Mayor Bailer* declared the consent calendar before Council.

5. Resolution 05-16-20 A resolution of the City Council of the City of Cordova, Alaska, requesting FY 17 payment in lieu of taxes funding from the Department of Commerce, Community, and Economic Development

6. Ordinance 1144 An ordinance of the City Council of the City of Cordova, Alaska, amending chapter 8.08 of the Cordova Municipal Code entitled "nuisances" to expand the definition of nuisances, grant the city administration authority to declare and enforce nuisances and establish a right to appeal a hearing officer's decision regarding nuisances to the Board of Adjustment and amending sections 8.24.050, 14.20.020, 13.20.050, 13.08.100, and 18.80.040 of the Cordova Municipal Code to incorporate the recommended amendments to chapter 8.08 - 2<sup>nd</sup> reading

7. Ordinance 1145 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with the State of Alaska Department of Administration on behalf of the State of Alaska Wildlife Troopers for the lease of 2,500 square feet of office space in the city-owned building commonly known as "the old city hall building" - 2<sup>nd</sup> reading

8. Ordinance 1146 An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova municipal code chapter 8.40 entitled "marijuana establishments" to prohibit marijuana establishment operations within the City of Cordova until January 1, 2017, to add definitions for regulating the marijuana industry within the city, and to add

~~enforcement and penalty procedures and repealing Cordova municipal code chapter 8.44 entitled “prohibited acts regarding marijuana” and integrating the prohibitions and definitions from chapter 8.44 into chapter 8.40 of the code – 1<sup>st</sup> reading~~

~~9. Approval of exception by use permit for Cordova Arts and Pageants~~

10. Record unexcused absence of **Mayor Koplín** from the May 4 Regular meeting

**Bailer** called out items 8 and 9 and **Beedle** called out item 7.

Vote on the consent calendar: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Joyce-yes; Bailer-yes; Beedle-yes; Allison-yes and Wiese-yes. Consent Calendar was approved.

**Vice-Mayor Bailer** placed the 3 pulled items after agenda item 18 as items 18a, 18b and 18c.

## H. Approval of Minutes

**M/Allison S/Beedle** to approve the minutes.

11. Minutes of 05-04-16 Regular Council Meeting

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

## I. Consideration of Bids - none

## J. Reports of Officers

12. Mayor’s Report – **Mayor Koplín** had a written report in the packet.

13. Manager’s Report – **Robertson** reported on: 1) Rasmuson foundation will be here (i.e. in the Cordova Center) for a board meeting next month and we should take that as an opportunity to speak with them; 2) EVOS has received a letter and basically, they just haven’t answered yet; 3) he met with the Chamber of Commerce about roles and responsibilities concerning the Cordova Center building and he said **Cathy (Long)** is doing a good job – she reported that shorebird visitor numbers were up this year – she cited the cruise boat from Seward that came over with 60 people alone; 4) Road construction on Harbor Loop continues, the ramp will be closed May 23-30 – he said we haven’t been getting too much dissonance, most people understand that this is a sign of progress; 5) Quotes for health insurance for next year are in – if we stay the course we are on there could be a savings of \$300 - \$350k between the City and the hospital over what it would have been if we had stayed with Blue Cross; 6) there is some potential good news about the USCG – they are sending an advanced stationing team out of Oakland to Cordova on June 17 – we are one of 5 ports being considered for a new fast cutter (154 foot); ships will be online in 2020 and will be home-ported in 2022 – we will talk about things like housing, the hospital, our schools, infrastructure, airport, etc. exciting prospect for Cordova; lastly, 7) **Robertson** read a letter into the record about all of the accomplishments Cordova employees have made over the past three years since he has been City Manager, then he resigned his position, effective mid-June. **Robertson** also said his recommendation would be that **Chief Hicks** should be Interim City Manager until a future decision is made. He also had a list of 18 interim City managers around the state – one of which is **Don Moore** who said he could be in Cordova in June. Ultimately this is Council’s decision.

**Joyce** had praise for **Robertson** and his accomplishments – he said he understood but also said he would be sorely missed. **Joyce** also asked about the closed launch ramp next week and wondered if the City couldn’t put some kind of sign up ASAP to tell people that would be happening.

**Bailer** echoed **Joyce’s** words – sad to see you moving on – you’ve done a great job.

a. PWD/City Engineer **Rich Rogers** request for Council input re island on Railroad Ave

**Rogers** explained the additive alternate of the pedestrian island at the intersection of Railroad Ave and CRH. Last guidance from Council was kind of split. He’d like the concurrence of Council to do this one way or the other, if not he’s comfortable making the decision. Each Council briefly gave his input and of the Council members present 4 were against (**Joyce, Beedle, Allison, Bailer**) the island and 1 (**Wiese**) was for the island.

14. City Clerk’s Report, **Bourgeois** had nothing further to report than that which was in her written report in the packet.

## K. Correspondence

15. Letter from April Beedle re Bidarki Bazaar venue

16. Letter from Sheridan Alpine Assn requesting Insurance reimbursement

17. Letter from Mayor to ADF&G Director Kelley re Tanner Crab test fishery

**Bailer** said he has heard the same complaint about the Bidarki Bazaar from a number of people, he hopes Parks and Rec will take another look at that.

*Joyce* said that the letter from Sheridan Alpine Association is something that has been discussed before – he doesn't believe the City is obligated to do this but he also knows that they've had tough times these last couple of seasons with no snow. *Joyce* thought maybe this should be on the agenda next time for Council action – *Beedle* agreed and *Allison* did as well. Then Council concurred to have it on an agenda after the Ski Club was prepared to bring a full budget to Council.

#### **L. Ordinances and Resolutions**

18. Resolution 05-16-21 A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY16 budget and authorizing expenditure of an amount not to exceed \$37,241 for the local match contribution for the Whitshed Road pedestrian path improvements project

*M/Joyce S/Allison* to approve Resolution 05-16-21 A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY16 budget and authorizing expenditure of an amount not to exceed \$37,241 for the local match contribution for the Whitshed Road pedestrian path improvements project.

*Joyce* said he is for this as it has received good public support – quite a bit of this is federally funded but it does require a small match. He had wanted to know if we would get this reimbursed if they don't proceed with the project and that has been answered and we would be reimbursed. *Joyce* also said that NVE didn't have the funding readily available and the City was fronting their 50% match as well. He is also ok doing this.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Joyce-ves; Bailer-ves; Beedle-ves; Allison-ves and Wiese-ves. Motion was approved.

18a. 7. Ordinance 1145 An ordinance of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with the State of Alaska Department of Administration on behalf of the State of Alaska Wildlife Troopers for the lease of 2,500 square feet of office space in the city-owned building commonly known as “the old city hall building” – 2<sup>nd</sup> reading

*M/Allison S/Joyce* to adopt Ordinance 1145 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the city manager to enter into an agreement with the State of Alaska Department of Administration on behalf of the State of Alaska Wildlife Troopers for the lease of 2,500 square feet of office space in the city-owned building commonly known as “the old city hall building”.

*Allison* said he is not typically in support of the City competing with private enterprise but in this case he is in support. *Joyce* asked if this is the actual lease. *Robertson* said substantively yes but the state legislature is still in session, it has been difficult for the attorney who has been trying to contact people over there, etc. *Holly* has had trouble getting with the department of administration. *Joyce* said he supports the concept he is not comfortable approving something that isn't the exact lease that will be signed. He said he trusts *Robertson* explicitly but can't support it until they have seen the real lease to be signed – he feels it is a duty of Council. *Beedle* agreed with *Joyce*.

*M/Beedle S/Joyce* to refer to staff until the City Attorney could get the actual lease before Council.

Vote on the motion to refer: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

Staff said they would get this before Council as soon as possible. Council said they would be willing to have a special meeting for this.

18b. 8. Ordinance 1146 An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova municipal code chapter 8.40 entitled “marijuana establishments” to prohibit marijuana establishment operations within the City of Cordova until January 1, 2017, to add definitions for regulating the marijuana industry within the city, and to add enforcement and penalty procedures and repealing Cordova municipal code chapter 8.44 entitled “prohibited acts regarding marijuana” and integrating the prohibitions and definitions from chapter 8.44 into chapter 8.40 of the code – 1<sup>st</sup> reading

*M/Allison S/Joyce* to adopt Ordinance 1146 An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova municipal code chapter 8.40 entitled “marijuana establishments” to prohibit marijuana establishment operations within the City of Cordova until January 1, 2017, to add definitions for regulating the marijuana industry within the city, and to add enforcement and penalty procedures and repealing Cordova municipal code chapter 8.44 entitled “prohibited acts regarding marijuana” and integrating the prohibitions and definitions from chapter 8.44 into chapter 8.40 of the code.

*Allison* said he is in favor of this so we just put a hold on things so we don't get an application that we have to act on before we've made a decision as to which way we will go. *Joyce* agrees that the attorney suggested this after we heard the presentation that she gave on the decision we will have to make. *Bailer* agreed but said he pulled this to think about changing the date until past the election in March 2017, and then putting this decision (i.e. opt in/opt out) before the voters.

*M/Bailer S/Joyce* to amend the date until after the March 2017 election.

After discussion about the amendment and input from the attorney about using the election language, Council seemed more content to hold off on the amendment. They opted to keep the ordinance the way it is and then think about it until January and make a change later. Therefore...

Vote on the motion to amend: 0 yeas, 5 nays, 2 absent (Burton, Hallquist). Motion failed.

Vote on the main motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

18c. 9. Approval of exception by use permit for Cordova Arts and Pageants

*M/Allison S/Joyce* to approve the Cordova Arts & Pageants' request for an exceptional use permit per CMC 6.12.040.

*Allison* said they have approved this same exception for several years now, he has no problem with it. *Bailer* said he pulled this because he doesn't like the idea of this happening at Bidarki in case of rain. He believes a place like Bidarki and City parks, etc. are promoting a healthy lifestyle and there should not be alcohol at such locations.

*M/Bailer S/Allison* to amend the motion by removing the Bidarki Rec Center as the alternate location for alcohol.

*Cathy Sherman* was in the audience as a representative of Arts and Pageants and she said they have never had to go Bidarki in the 14 years that this has been approved this way by Council. She believes they have always made it work at the ski hill and she was ok with the idea of Council removing Bidarki Rec Center as the alternate location.

Vote on the motion to amend: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

Vote on the main motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

#### M. Unfinished Business - none

#### N. New & Miscellaneous Business

19. Certification of the 2016 property assessment roll

*M/Allison S/Joyce* to certify the City Clerk's presentation of the 2016 property tax roll.

*Joyce* asked if the Alyeska property was at its final value or if it could still change. *Bourgeois* said it was a final number; it is not, at this time, being appealed.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

20. Council concurrence of letter commenting on proposed changes to the Unified Plan

*M/Joyce S/Beedle* to concur with the letter written.

*Beedle* thanked *Randy (Robertson)* for getting that letter written.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

21. Pending Agenda, Calendar Elected & Appointed Officials lists

*Joyce* asked for the QHR contract to be on the next City Council agenda – for council to look at options. Council discussed the possibilities of a quick special meeting to pass the second reading of the ordinance for the Trooper Lease – once *Holly* got it to them, tentatively Tuesday May 24 or sooner. *Allison* said we would need an agenda item on a City Manager recruitment plan. *Robertson* said he would like to discuss a plan he has come up with for an interim with the Council in executive session.

#### O. Audience Participation

*Kate McLaughlin*, President and Executive Director of Prince William Soundkeeper, thanked Council for not supporting the suggested changes to the regional stakeholder plan – she sits on that group and that group is really important. She said she has really appreciated conversations with *Randy Robertson* and the working relationship they had developed and she thanked him for his service.

#### P. Council Comments

*Wiese* said he was just getting to know *Randy* – he appreciated his honest opinions and it's a shame to lose him and he wished him luck.

*Allison* said he'd save the blubbering for next meeting but said *Randy* has been an asset to the community, inherited some fine staff and built some more fine staff.

*Beedle* said he hoped the new job is all he hoped for and is good for him. He also said he had the pleasure of watching a good play by some high school kids at the theater here in the Cordova Center; it was really thought provoking. Shout out to Shoreside for allowing the overflow parking.

*Joyce* thanked *Randy* again and something he'd like to get completed before *Randy* leaves is the meeting with some partners at Birch Horton as some are retiring he wants a plan of succession for the City with that law firm; he hoped *Randy* and *Mayor Koplín* could do this together before *Robertson's* departure.

**Bailer** also thanked **Robertson**, said he hoped the next job works out well for him and he wished him safe travels, and said we would talk some more.

**Q. Executive Session**

**M/Joyce S/Allison** to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically the ATS 1004 RFP and the interim City Manager position.

**22. ATS 1004 RFP**

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

At 8:57 pm **Vice-Mayor Bailer** called a five minute recess to clear the room.

Council entered the executive session at 9:02 pm and was back in open session at 9:27 pm.

**M/Joyce S/Allison** to direct the Manager to proceed as was discussed in the executive session regarding the RFP.

Vote on the motion: 5 yeas, 0 nays, 2 absent (Burton, Hallquist). Motion approved.

**R. Adjournment**

**M/Joyce S/Allison** to adjourn the meeting.

Hearing no objection the meeting was adjourned at 9:28 pm.

Approved: June 1, 2016

Attest: \_\_\_\_\_  
Susan Bourgeois, CMC, City Clerk





City of Cordova  
P.O. Box 1210  
Cordova, Alaska 99574  
Phone: (907) 424-6200  
Fax: (907) 424-6000  
Email: [citymanager@cityofcordova.net](mailto:citymanager@cityofcordova.net)  
Web: [www.cityofcordova.net](http://www.cityofcordova.net)

# CITY OF CORDOVA

## *Office of City Manager*

May 24, 2016

Memo to City Council

Re: RFP #16-03 Mt Eccles School Window Upgrades – Approval to Negotiate

***CMC 5.12.040 “Council approval of contracts”:***

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

- A. The identity of the contractor:** Dawson Construction Corp, Bellingham, WA
- B. The contract price:** not to exceed \$70,000.
- C. The nature and quantity of the performance that the city shall receive under the contract:** Contractor shall demo old window and install new in Rm 220 and shall re-glaze/re-gasket windows in 3 other rooms and shall repair First Floor ceiling areas.
- D. The time for performance under the contract:** start on/about 02Jun16 and complete by 20Aug16 prior to school starting on 25Aug16.

The RFP of 22April resulted in several dozen contractors expressing interest in this project via the plansroom.com (and newspaper ads) but no proposals were received on 23May16. One Letter of Interest was received from Dawson Construction indicating they would be willing to further discuss and negotiate the Scope and several conditions of the project to reach an agreement to successfully complete this work this summer, under budget and on-time.

I recommend the City Manager be authorized by Council to negotiate a contract with Dawson Construction Inc. to provide design-build services as set forth in RFP#16-03 for a total contract price not to exceed \$70,000.00 per the attached Fiscal Note.

**Recommended action:** Voice Vote. “I move to direct the City Manager to negotiate a contract with Dawson Construction Inc., Bellingham, WA, to provide design-build services per RFP#16-03 for a sum not to exceed seventy thousand dollars and zero cents (\$70,000.00) per the attached Fiscal Note.”

Randy Robertson  
City Manager

May 23, 2016

Rich Rogers, PE  
Cordova Public Works Director/City Engineer  
601 First Street, PO Box 1210  
Cordova, Alaska 99574

Subject: Mt Eccles Elementary School Window Upgrades  
RFP# 16-03

Rich:

As we discussed, we have reviewed the RFP criteria and documents on the above project. With the relatively short project duration, some unknown conditions/quantities in the documents, coupled with what appears to be limited funding and fairly substantial liquidated damages, we feel that a lump sum, design-build contract may not be the best contract model for this project. As such, we are not proposing to you under this RFP.

We feel the best avenue for the successful completion of this project would be to enter into a GCCM contract form, which is more of a team-build concept with the contractor working as a partner with you and your team. With both of us working together, scope can be more easily defined with priorities assigned (to be completed within the funding limits) and the overall risk of the work can be mitigated.

Dawson has successfully managed many projects within this contract form, always with exceptional results for all team members.

If you would like to discuss this concept in more detail with us, please do not hesitate to contact us.

Dawson Construction



Jim Quick, Senior PM

**Date: 05/24/2016**

**Agenda Date: 06/01/2016**

Amount: \$70,000.00	Subject: Mt Eccles School Window Upgrades per RFP#16-03
Fiscal Impact: Yes	
Budgeted: Yes, \$70,000.00	Resolution/Ordinance # n/a
From Account#: 2016 Budget / CIP previously approved	
To Account#:	
Prepared by: R. Rogers	

<b>Expenditures</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>
Contractual	\$70,000.00		
Supplies			
Equipment			
Travel			
Land/Structure			
Grants			
	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>
<b>Revenue</b>			
<b>Funding Source</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>
General Fund Reserve			
Budget	\$70,000.00		

**Additional Information**

This is a 2.5 month contract to provide design-build services for new large windows in Rm 220 and repairs to windows in 3 other second floor rooms and to repair ceiling tiles in first floor common cafeteria area of Mt Eccles Elementary School.

Mayor's Report  
5-25-16  
Clay Koplín

After the meeting Friday I met with Manager Robertson and passed on executive session directions to City Manager regarding a contract cancellation and bringing options for an interim City Manager to council at the June 1 regular meeting. An executive session item will be on the agenda for council/mayor discussion of interim manager recruitment/appointment. Legal matters could also be discussed as outlined below.

Manager Robertson and I met regarding an opportunity for a USCG deployment in coastal Alaska.

I have solicited McMillen-Jacobs, the engineering firm that prepared the Crater Lake Feasibility study that is located on the City of Cordova website, to schedule a presentation in Cordova. I will update the council on a selection of dates that would work for the council and community.

Representative Stutes, Senator Murkowski, and Senator Stevens and their spouses will all be in Cordova June 17<sup>th</sup>-19<sup>th</sup> for Copper River Nouveau. If there are any pressing issues or communications to share, this would be an opportunity.

When council solicited legal firms to serve as corporate council for the City of Cordova, my understanding is that it was council's will to follow up with our current council to discuss/clarify the representation needs and desires of council for various aspects of legal services i.e. HR, contractual, City codes and ordinances, litigation, etc. and the appropriate partners in their firm to meet those services. This can be discussed in executive session (legal matters) and if council wishes to pursue that conversation, we can make arrangements to do so.

I will be drafting a City letter to the USFS encouraging helicopter skiing in the Chugach in the proximity of Cordova as an agenda item for their internal review committee on special use permits. The letter should go out by next Friday as City correspondence.

The State of Alaska has a community profile website with community pictures. The Cordova pictures are dated back to 1999, I will work with Manager Robertson to see if we can provide them some nice eye candy of the new Cordova with center, boat haul out, and other improvements.

Have a safe, sunny weekend.

# MEMO, City of Cordova

To: Mayor and City Council

Through: Randy E. Robertson, City Manager

From: Jon K. Stavig, Finance Director

Date: 24 May 2016

RE: Finance Department Report

For your review, I am including the following reports;

1. Traditional 2 page financial fund summary reports year-to-date 5-24-2016.
2. Debt Service schedule for 2016. The worksheet includes both general fund and enterprise indebtedness.
3. Cordova Sales Tax collected by month report, 2009-2016 current year to date.

The first page of the 2 page Council report is the fund summary for the general fund only. The second page includes general fund and other funds. Overall, expenses and revenues are tracking very similar as in past years. It is important to note that our larger revenue items come in later in the year, such as fish tax, property taxes and sales tax. The enterprise funds, harbor, sewer, water and refuse, all see their revenues increase with the seasonal uptick during the summer months. At this point in time, I am not too concerned with this years' budget. However, looking forward, we need to very sensitive to the National Timber receipts reauthorization issue, which sunsets this year, \$700K+ annually and exactly what raw fish tax number comes in, \$1.250M, fy' 16 budgeted amount. In addition, we need to be attentive to the financial needs of CCMC.

The City's account balances as of 23 May 2016 are as follows;

Combined Central Treasury Accounts (FNBA & UBS balances)	\$ 5,004,969.22
Combined Permanent Fund balances (UBS balances)	\$ 9,609,005.70*
UBS Line of Credit balance	\$ 764,121.03

\*Please make note that I have not transferred \$1.3MM from the Permanent Fund into the Central Treasury per Ordinance 1141 to fund expenses for the Cordova Center.

Respectfully submitted,

Jon K Stavig

CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
TAXES	1,105,809.25	1,105,809.25	6,041,500.00	4,935,690.75	18.3
LICENSES & PERMITS	( 140.00)	( 140.00)	15,600.00	15,740.00	( .9)
OTHER GOVERNMENTAL	749,117.95	749,117.95	2,596,469.00	1,847,351.05	28.9
LEASES & RENTS	84,734.12	84,734.12	213,200.00	128,465.88	39.7
LAW ENFORCEMENT	73,947.60	73,947.60	247,353.00	173,405.40	29.9
D. M. V.	43,857.50	43,857.50	99,600.00	55,742.50	44.0
PLANNING DEPARTMENT REVENUE	5,960.00	5,960.00	13,500.00	7,540.00	44.2
RECREATION DEPT REVENUE	32,866.52	32,866.52	84,900.00	52,033.48	38.7
POOL REVENUE	4,502.00	4,502.00	34,000.00	29,498.00	13.2
SALE OF PROPERTY	180.00	180.00	12,000.00	11,820.00	1.5
INTERFUND TRANSFERS IN	123,010.95	123,010.95	587,043.75	464,032.80	21.0
OTHER REVENUE	3,499.15	3,499.15	160,000.00	156,500.85	2.2
STATE DEBT SERVICE REIMBURSME	645,146.00	645,146.00	960,269.00	315,123.00	67.2
	<u>2,872,491.04</u>	<u>2,872,491.04</u>	<u>11,065,434.75</u>	<u>8,192,943.71</u>	<u>26.0</u>
<u>EXPENDITURES</u>					
CITY COUNCIL	918.16	918.16	20,450.00	19,531.84	4.5
CITY CLERK	100,256.72	100,256.72	263,177.00	162,920.28	38.1
CITY MAYOR	781.20	781.20	2,900.00	2,118.80	26.9
CITY MANAGER	122,415.74	122,415.74	351,512.00	229,096.26	34.8
FINANCE	143,900.78	143,900.78	415,051.00	271,150.22	34.7
PLANNING DEPARTMENT EXPENSE	83,627.97	83,627.97	243,509.00	159,881.03	34.3
PLANNING COMMISSION	737.86	737.86	4,500.00	3,762.14	16.4
DEPARTMENT OF MOTOR VEHICLE	33,547.09	33,547.09	72,022.00	38,474.91	46.6
LAW ENFORCEMENT	393,263.18	393,263.18	1,005,001.00	611,737.82	39.1
JAIL OPERATIONS	144,187.99	144,187.99	243,306.00	99,118.01	59.3
FIRE & EMS	143,073.63	143,073.63	360,006.00	216,932.37	39.7
DISASTER MANAGEMENT DEPT.	4,542.46	4,542.46	14,000.00	9,457.54	32.5
INFORMATION SERVICES	280,205.16	280,205.16	833,180.00	552,974.84	33.6
FACILITY UTILITIES	67,705.70	67,705.70	150,684.00	82,978.30	44.9
PW ADMINISTRATION	60,537.08	60,537.08	174,217.00	113,679.92	34.8
FACILITY MAINTENANCE	95,274.31	95,274.31	280,294.00	185,019.69	34.0
STREET MAINTENANCE	199,444.77	199,444.77	693,583.00	494,138.23	28.8
SNOW REMOVAL	18,328.54	18,328.54	80,095.00	61,766.46	22.9
EQUIPMENT MAINTENANCE	113,435.60	113,435.60	375,310.00	261,874.40	30.2
PARKS MAINTENANCE	54,192.99	54,192.99	114,360.00	60,167.01	47.4
CEMETERY MAINTENANCE DEPT.	700.00	700.00	31,091.00	30,391.00	2.3
RECREATION - BIDARKI	133,978.04	133,978.04	357,290.75	223,312.71	37.5
POOL	128,483.39	128,483.39	301,743.00	173,259.61	42.6
SKI HILL	25,089.93	25,089.93	64,200.00	39,110.07	39.1
NON-DEPARTMENTAL	81,372.75	81,372.75	339,512.52	258,139.77	24.0
LONG TERM DEBT SERVICE	900,439.95	900,439.95	1,964,612.00	1,064,172.05	45.8
INTERFUND TRANSFERS OUT	97,750.00	97,750.00	97,750.00	.00	100.0
TRANSFERS TO OTHER ENTITIES	1,294,914.05	1,294,914.05	2,212,078.48	917,164.43	58.5
	<u>4,723,105.04</u>	<u>4,723,105.04</u>	<u>11,065,434.75</u>	<u>6,342,329.71</u>	<u>42.7</u>

CITY OF CORDOVA  
FUND SUMMARY  
FOR THE 5 MONTHS ENDING MAY 31, 2016

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	VARIANCE	PCNT
<u>REVENUE</u>					
101 GENERAL FUND	2,872,491.04	2,872,491.04	11,065,434.75	8,192,943.71	26.0
104 CITY PERMANENT FUND	38,984.00	38,984.00	465,184.00	426,200.00	8.4
203 FIRE DEPT. VEHICLE ACQUISITION	6,094.84	6,094.84	65,000.00	58,905.16	9.4
401 GENERAL PROJ & GRANT ADMN	164,923.69	164,923.69	215,902.00	50,978.31	76.4
435 HOSPITAL REPAIR PROJECT	.00	.00	52,019.12	52,019.12	.0
502 HARBOR ENTERPRISE FUND	181,589.08	181,589.08	1,246,588.00	1,064,998.92	14.6
503 SEWER ENTERPRISE FUND	239,700.16	239,700.16	765,155.82	525,455.66	31.3
504 WATER ENTERPRISE FUND	177,304.79	177,304.79	796,319.04	619,014.25	22.3
505 REFUSE ENTERPRISE FUND	315,169.53	315,169.53	1,044,952.63	729,783.10	30.2
506 ODIK CAMPER PARK	5,334.80	5,334.80	60,746.00	55,411.20	8.8
605 SOLID WASTE PROJECTS	.00	.00	86,000.00	86,000.00	.0
702 HARBOR FUND DEP'N RESERVE	150,000.00	150,000.00	150,000.00	.00	100.0
703 SEWER FUND DEP'N RESERVE	100,000.00	100,000.00	100,000.00	.00	100.0
704 WATER FUND DEP'N RESERVE	50,000.00	50,000.00	50,000.00	.00	100.0
705 REFUSE FUND DEP'N RESERVE FUN	50,000.00	50,000.00	50,000.00	.00	100.0
805 LANDFILL FUND	50,000.00	50,000.00	50,000.00	.00	100.0
	<u>4,401,591.93</u>	<u>4,401,591.93</u>	<u>16,263,301.36</u>	<u>11,861,709.43</u>	<u>27.1</u>
<u>EXPENDITURES</u>					
101 GENERAL FUND	4,723,105.04	4,723,105.04	11,065,434.75	6,342,329.71	42.7
203 FIRE DEPT. VEHICLE ACQUISITION	1,141.48	1,141.48	7,500.00	6,358.52	15.2
205 VEHICLE REMOVAL/IMPOUND FUND	3,560.72	3,560.72	16,301.00	12,740.28	21.8
401 GENERAL PROJ & GRANT ADMN	78,448.13	78,448.13	215,902.00	137,453.87	36.3
435 HOSPITAL REPAIR PROJECT	.00	.00	52,019.12	52,019.12	.0
450 STREET IMPROVEMENT PROJECT	12,077.56	12,077.56	1,793,913.00	1,781,835.44	.7
502 HARBOR ENTERPRISE FUND	533,014.72	533,014.72	1,246,588.00	713,573.28	42.8
503 SEWER ENTERPRISE FUND	289,025.61	289,025.61	737,585.82	448,560.21	39.2
504 WATER ENTERPRISE FUND	220,943.44	220,943.44	778,776.54	557,833.10	28.4
505 REFUSE ENTERPRISE FUND	386,280.62	386,280.62	1,044,952.63	658,672.01	37.0
506 ODIK CAMPER PARK	15,572.71	15,572.71	57,188.00	41,615.29	27.2
605 SOLID WASTE PROJECTS	.00	.00	86,000.00	86,000.00	.0
	<u>6,263,170.03</u>	<u>6,263,170.03</u>	<u>17,102,160.86</u>	<u>10,838,990.83</u>	<u>36.6</u>

City of Cordova	School	School	School	School	101-895-58065	Roads	Cordova Ctr	Sewer	Water	
Debt Service Schedule					101-895-58066					
<b>For 2016 Calendar Yr</b>	101-895-58060	101-895-58052	101-895-58042	101-895-58067	505-23011	101-895-58063	101-895-58069	503-23001	504-23005	
	101-895-58062	101-895-58054	101-895-58044	101-895-58068	505-895-58039	101-895-58064	101-895-58070	503-894-58044	504-895-58041	
FUND	101	101	101	101	80/20 -- 101/505	101	101	503 - SWR	504 - WTR	
	AK Muni BB	AK Muni BB	AK Muni BB	AK Muni BB	AK Muni BB	AK Muni BB	AK Muni BB	State ADEC	State ADEC	
	BK of NY	BK of NY	BK of NY	BK of NY	BK of NY	BK of NY	BK of NY	Clean Water	Drinking Water	
	Mellon Trust	Mellon Trust	Mellon Trust	Mellon Trust	Mellon Trust	Mellon Trust	Mellon Trust	WWTP Loan	Wtr Loan	
	2011 Series III	2010B II Taxable	S-2009-II	2015 One-C	2015 One-B	2015 One -A	2015 Two-A	#261071	#261031	<b>Totals</b>
Principal 1/1/16	\$290,000	\$210,000	\$13,100,000	XXXX	\$710,000	\$1,750,000	\$2,790,000	\$1,079,130	\$345,222	20,274,352
	<b>3/1/2016</b>	<b>2/1/2016</b>	<b>2/1/2016</b>	<b>4/1/2016</b>	<b>4/1/2016</b>	<b>4/1/2016</b>	<b>3/1/2016</b>		<b>2/1/2016</b>	
Princ			675,000				90,000		69,044	
Int	7,000	4,590	63,375	249,175	13,375	38,613	60,475		5,178	
	<b>9/1/2016</b>	<b>8/1/2016</b>	<b>8/1/2016</b>	<b>10/1/2016</b>	<b>10/1/2016</b>	<b>10/1/2016</b>	<b>9/1/2016</b>			
Princ	45,000	40,000		70,000	165,000	60,000				
Int	7,000	4,590	49,031	249,175	13,375	38,613	59,575			
Principal 12/31/16	\$245,000	\$170,000	\$12,425,000	XXXX	\$545,000	\$1,690,000	\$2,700,000	\$1,079,130	\$276,178	19,130,308
Enterprise Funds			0		38,350			0	74,222	112,572
Governmental Funds	59,000	49,180	787,406	568,350	153,400	137,226	210,050	0	0	1,964,612
Total Debt Service P&I	59,000	49,180	787,406	568,350	191,750	137,226	210,050	0	74,222	2,077,184
Reimb DOE	35,400	\$34,426	\$890,443	XXXX	0			0	0	960,269
Interest Pd By Enterprise					5,350				5,178	
Total Paid by Ent Funds		0	0		38,350			0	74,222	112,572
Net Paid by GF	23,600	\$14,754	\$465,313		153,400	137,226	210,050	0	0	1,004,343
Mills in Property tax										



**Cordova Sales Tax by Month**

as of 05-24-2016

<b>MO</b>	<b>Monthly 2009</b>	<b>Monthly 2010</b>	<b>Monthly 2011</b>	<b>Monthly 2012</b>	<b>Monthly 2013</b>	<b>Monthly 2014</b>	<b>Monthly 2015</b>	<b>Monthly 2016</b>
1	\$ 451,415.63	\$ 464,612.16	\$ 505,341.60	\$ 500,034.20	\$ 430,751.16	\$ 527,002.46	\$ 505,983.82	\$ 567,800.12
2	\$ 6,177.24	\$ 14,072.80	\$ 13,674.56	\$ 8,326.66	\$ 93,938.49	\$ 3,475.91	\$ (12,128.45)	\$ 15,569.73
3	\$ 6,079.39	\$ 5,089.37	\$ 7,789.18	\$ 5,513.55	\$ 6,373.61	\$ 9,403.04	\$ 16,374.93	\$ 6,468.20
4	\$ 404,632.31	\$ 410,336.25	\$ 450,243.14	\$ 491,413.69	\$ 447,124.67	\$ 471,241.08	\$ 447,482.93	\$ 481,916.22
5	\$ 7,728.15	\$ 11,233.89	\$ 20,800.83	\$ 13,130.10	\$ 16,286.00	\$ (4,456.75)	\$ 28,765.48	\$ 6,427.48
6	\$ 10,735.62	\$ 13,600.61	\$ 10,147.46	\$ 10,087.13	\$ 10,065.29	\$ 13,337.78	\$ 21,497.46	
7	\$ 907,462.33	\$ 696,627.38	\$ 1,036,212.79	\$ 1,008,448.02	\$ 1,051,617.71	\$ 1,063,356.39	\$ 1,045,480.81	
8	\$ 13,509.45	\$ 207,779.08	\$ 6,756.90	\$ 23,562.60	\$ 12,998.80	\$ 36,538.18	\$ 29,017.56	
9	\$ 12,065.62	\$ 12,614.08	\$ 39,119.24	\$ 18,832.66	\$ 8,925.36	\$ 14,995.15	\$ 14,789.79	
10	\$ 938,148.97	\$ 1,068,383.51	\$ 1,017,825.64	\$ 1,080,844.00	\$ 1,109,535.20	\$ 1,113,409.30	\$ 1,087,662.27	
11	\$ 18,446.34	\$ 16,533.44	\$ 35,207.68	\$ 10,353.27	\$ 7,230.56	\$ 31,245.76	\$ 10,180.66	
12	\$ 9,462.23	\$ 24,298.56	\$ 7,000.94	\$ 10,164.49	\$ 12,015.51	\$ 16,839.05	\$ 24,784.73	
	<b>\$ 2,785,863.28</b>	<b>\$ 2,945,181.13</b>	<b>\$ 3,150,119.96</b>	<b>\$ 3,180,710.37</b>	<b>\$ 3,206,862.36</b>	<b>\$ 3,296,387.35</b>	<b>\$ 3,219,891.99</b>	<b>\$ 1,078,181.75</b>



City of Cordova,  
Office of the City Clerk  
Cordova, AK 99574  
601 First Street \* PO Box 1210

Phone: 907.424.6248  
Fax: 907.424.6000  
Cell: 907.253.6248  
E-mail: [cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net)

## **CITY CLERK'S REPORT TO COUNCIL**

*June 01, 2016 Regular Council Meeting*

**Date of Report:** May 23-25, 2016

### **Things the Clerk's Office has been working on:**

- I am out of the office from May 26 through June 10
- Deputy Clerk is in charge in the Clerk's office
- Prepared agenda and packet for special council meeting on 05-20-16
- Prepared agenda and packet for public hearing and regular meeting on 06-1-16
- Prepared memo and mill rate scenarios for mill rate resolution in tonight's packet
- Signed City payroll and accounts payable checks
- Completed minutes of May 18, 2016 Public Hearing and Regular Council meeting
- Answered property related requests, i.e. foreclosures, sales, mortgage company financing requests of taxes paid/owed, etc.
- Contacted Sheridan Alpine Association per Council direction given at the May 18 meeting – see pending agenda of tonight's meeting
- Published adopted ordinances on City website and requested Cordova Times publish as well – also posted notice to the public per City Code requirements
- Deputy Clerk perfected the Caselle import for the 2016 tax year and awaits the mill rate from tonight so she can input that and begin tax bill preparation

To the Men and Women of “Team Cordova” and its Citizens:

16 May 2016

Sometimes God blesses you with being in exactly the right place at the right time, doing exactly the things you are well qualified to do with exactly the right people at your side. As your City Manager, this has been my experience in Cordova for the last three years. Three years . . . sometimes it seems to have gone by like the blink of an eye but at other times it seems like a lifetime ago that Darlene and I got off the ferry on a rainy Wednesday afternoon.

What I hope the legacy will be is a simple reflection that we, Team Cordova, strived to always do the right thing; to serve our citizens and community well and to ensure “rock-solid” integrity and ethical conduct in all that we did. As many know, I often use the expression of “taking the high ground” and I firmly believe that in doing so, that while there will always be those who disagree with what we do, they still understood that we operate under a genuine philosophy of “selfless service.”

Your Cordova Team has made some amazing accomplishments in the last three years . . . completion of the Cordova Center with very little debt; millions of dollars in capital campaigns and grants dollars; new streets; major renovations to the baler; over \$250k in donations to Bidarki for new equipment; the only saline filtered pool on Prince William Sound; a new gym floor at no cost to our citizens; new, visionary leadership with in our Public Works, Police, Harbor and Project Management Departments; city-wide beautification and cleanup efforts; a donated skateboard track; repurposing the old city hall to a one-stop first responders center; millions of dollars in new buildings and businesses; and much more. We have one of the finest fire and EMS departments in the state, manned by volunteers. We are the model across rural Alaska for emergency preparedness. City finances are solid, despite the massive economic challenges faced by the state. We have built and sustained great partnerships with our colleagues at the schools, hospital, and NVE. Our water department was ranked the best in Alaska rural systems. The travel lift has nearly doubled its workload this year. We have an extraordinary new library thanks in large measure to the efforts of hundreds of Cordovan who helped move books, and our new museum is taking roots as a gem within our community. Cordova, and the men and women, paid and volunteers who serve her 24-7 have done an absolutely phenomenal job these past three years.

And so with all good things the time has come for us to bid our farewell. I have offered my resignation to the City Council effective mid-June. Darlene and I will be moving back to the east coast, where I have accepted a position, and both “The Colonel” and I will be closer to our family. It is my intent to continue to be thoroughly engaged in my position until the time I leave; we cannot rest on our laurels.

. . . to the members of Council, past and present . . . you have assumed an enormously significant role in the fabric of this community. Thank you for stepping up and never forget the oath you took to honorably and faithfully serve our citizens.

. . . to the men and women of Team Cordova, thank you for all you do . . . you are a magnificent group of highly dedicated professionals. You do more than most will ever realize. Well done!

. . . and to the citizens of Cordova . . . thank you for the opportunity to serve as your City Manager. It has truly been an honor and privilege. Cordova will always hold a dear spot in both Darlene and my heart’s. God Bless!

Very Respectfully,

Randy Robertson



THE STATE  
of **ALASKA**  
GOVERNOR BILL WALKER

**Department of Military and  
Veterans Affairs**

Division of Homeland Security  
and Emergency Management

P.O. Box 5750  
JBER, AK 99505-0750  
Main: 907.428.7000  
Fax: 907.428.7009  
www.ready.alaska.gov

May 13, 2016

Randy Robertson, City Manager  
PO Box 1210, 601 1st St.  
Cordova, AK 99574

*RR*  
*16 May 16*

RE: Alaska Shield 2016 Community Participation

Dear Mr. Robertson:

On behalf of the State of Alaska, we wish to thank you and your Community for participating in the Alaska Shield 2016 (AS 2016) Full Scale Exercise.

AS 2016 was a very sensitive exercise and presented many challenges based on the scenario and subject matter, but was more focused than past Alaska Shield exercises. This prompted smaller venues and limited play, but still managed to nurture new partnerships between local, State, and federal agencies. As a direct result of your Community's participation in this critical event, the State of Alaska gained knowledge that will help us build our resiliency.

The key to success of any exercise, no matter the scope or scale, is the participation of Volunteers, Professional Planners, Evaluators, Observers, and local government officials. Your individual and collective involvement certainly had a powerful and positive effect on the success of this exercise. Local subject matter experts available as Controllers and Evaluators proved to be priceless and were the key to success in AS 2016. The expertise and commitment demonstrated by your Community provided for the overall accomplishment of local and state objectives. Additionally, it allowed for validation of interagency plans and processes, which will help to protect Alaska's citizens from any natural and manmade threats.

Our Division greatly appreciates your time, effort, and dedication in helping make our great State a safer place to live.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael F. O'Hare".

Michael F. O'Hare  
Director

**From:** Randy Robertson

**Sent:** Thursday, May 26, 2016 11:21 AM

**To:** Alex Russin <arussin@cordovasd.org>; Noel Rea <nrea@cdvcmc.com>; Kerin Kramer <Kerin.Kramer@eyak-nsn.gov>; Bret Bradford <bretbradford@ak.net>; David Dengel <ddengel@cvtc.org>; Paul Kelly <paul@ctcak.coop>; Clay Koplin <mayor@cityofcordova.net>; Rich Rogers <publicworks@cityofcordova.net>; Robbie Mattson (robert.mattson@alaska.gov) <robert.mattson@alaska.gov>

**Cc:** Jarnac, James L CDR <James.L.Jarnac@uscg.mil>; 'Tony Schinella' <harbor@cityofcordova.net>; Cathy Sherman <ACM@cityofcordova.net>; 'Chamber of Commerce (cordovachamber@ak.net)' <cordovachamber@ak.net>; Sam Greenwood <planning@cityofcordova.net>; Leif Stavig <planning2@cityofcordova.net>; Mayor & City Council <Mayor&Council@cityofcordova.net>; Mike Hicks <policechief@cityofcordova.net>; Jon Stavig <finance@cityofcordova.net>; Susan Bourgeois <cityclerk@cityofcordova.net>

**Subject:** USCG Advanced Planning Team Visit (17 June 2016)

Good day All:

As several of you know, we have been advised by USCG personnel that Cordova will be considered as homeport for a new, 154' fast cutter series of vessels. The 154' fast cutter is scheduled for operational readiness in this area during the 2022-23 timeframe. Cordova is one of five (Cordova, Seward, Valdez, Homer, & Kodiak) ports in the Anchorage operational area under review to receive a fast cutter. It is my understanding the crew compliment is between 22 to 25 with the possibility of additional assigned shore-based support personnel. As a note, the cutter would be in addition to the USCGC Sycamore continued stationing.

Eight (8) members of the USCG are scheduled to spend the day in Cordova on Friday, 17 June. Of the eight, we've been advised that six will be uniformed personnel and two civilians, with the senior officer being a Commander (O5). We have not been advised of the time of their arrival, nor of any specific itinerary other than to meet with city representatives. The leads for the City will be Mrs. Sam Greenwood and Mr. Leif Stavig from the Planning Department, and Mr. Tony Schinella, Harbor Master.

Having participated in other basing decisions while with the DoD, I cannot stress enough how important a good first impression of the community will be within the overall decision making process. While Cordova may have some distinct advantages in the homeporting process, my experience suggest that how the community embraces the possibility of accepting change with new people and potential growth is a good barometer to which location is ultimately selected. Certainly the availability of public services (e.g., water, sewer, refuse, power, and communications) will be primary considerations, however, quality of life factors such as education, recreation, housing and medical care will undoubtedly play a major role in the decision making process.

The purpose of this memo is to alert you to the stationing planning visit. More details will be shared as/if they are discovered, but barring any definitive plans from the Coast Guard contingent, we are planning a one hour welcoming brief for the team at the Cordova Center Community Room at 11:00 a.m. on the 17<sup>th</sup>. The goal is to hear from the Guard on the role and scope of their visit, and then for the Cordova reps to be prepared to briefly discuss our capabilities in our respective specialty areas. One area specifically mentioned during the initial call was Cordova already has a Guard air facility and seasonal operations unit, and our runway is capable of handling C-17 Globemasters.

At this time we do not envision specific briefings, info papers or power points . . . more the ability to respond to their questions and the ability to promote Cordova's capabilities. I will be preparing a welcoming letter from the City Manager to either preposition in their hotel if they stay overnight or to give them at the morning session.

This could be a tremendous future opportunity for our community. Best of luck.

Most Respectfully,  
Randy Robertson

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## A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

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DATE: May 25, 2016  
TO: Mayor and City Council  
SUBJECT: Resolution 06-16-22

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The 2016 Mill Rate needs to be set by June 15, 2016. On May 18, 2016, Council certified the 2016 tax roll and saw three mill rate scenarios presented by the City Clerk. For tonight's meeting I have prepared the same three scenarios. One mill is equal to about \$200k in property tax revenue (exactly \$202,118.47).

- 1) A mill rate of 11.05 would achieve revenue of \$2,233,409 – the closest I could get to \$2.234 million, going out only 2 decimal places, which was the revenue goal set when Council passed the 2016 budget.
- 2) A mill rate of 10.03 would put Cordova at property tax revenues of \$2,027,248. The 10.03 mill rate would achieve approximately no increase in property taxes when using an example of a \$200k home that saw a 15% increase in assessed value.
- 3) A mill rate of 10.53 would be closest to the 2015 property tax revenue goal of \$2, 129, 000 and also is almost half way between the other 2 scenarios presented.

RECOMMENDED MOTION: Move to approve Resolution 06-16-22 with **x** inserted as the mill rate.

REQUIRED ACTION: Majority roll call vote.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-16-22**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
SETTING THE MILL RATE FOR THE 2016 TAX YEAR**

**WHEREAS**, Alaska Statute, Section 29.45.240 and Cordova Municipal Code 5.36.240 require that the mill levy be established by resolution annually prior to June 15 of the tax year; and

**WHEREAS**, in accordance with Cordova Municipal Code Section 1.18.010 A, this rate setting resolution requires a public hearing before passage.

**NOW, THEREFORE BE IT RESOLVED THAT** the City Council of the City of Cordova, Alaska, hereby sets the mill rate for 2016 real property at **xx.xx** mills for all properties in the City of Cordova.

**PASSED AND APPROVED THIS 1<sup>st</sup> DAY OF JUNE, 2016**

\_\_\_\_\_  
Clay Koplín, Mayor

ATTEST:

\_\_\_\_\_  
Tina Hammer, Deputy City Clerk



## MILL RATE SCENARIOS 2016

**TOTAL TAXABLE VALUE IS \$202,118,470, THEREFORE,  
EACH MILL GAINS \$202,118.47 IN PROPERTY TAXES**

### 1 closest to budgeted revenue of \$2.234M

mill rate decrease of 0.48 mills to 11.05 mills

	Cordova City Limits Total Taxable 2016	\$202,118,470	<b>11.05</b>	Total Tax Revenue <b>\$2,233,409</b>	TOTAL PROPERTY TAXES
most a/v's went up approx 15% between 2015 - 2016	2015 2016 annual increase monthly increase	value of home \$200,000 \$230,000 annual increase monthly increase	taxes \$2,306.00 \$2,541.50 <b>\$235.50</b> \$19.63	10.21%	<b>~ equal to budget</b>

### 2 mill rate decrease at a level to see approximately no change in taxation

mill rate decrease of 1.5 mills to 10.03 mills

	Cordova City Limits Total Taxable 2016	\$202,118,470	<b>10.03</b>	Total Tax Revenue <b>\$2,027,248</b>	TOTAL PROPERTY TAXES
most a/v's went up approx 15% between 2015 - 2016	2015 2016 annual increase monthly increase	value of home \$200,000 \$230,000 annual increase monthly increase	taxes \$2,306.00 \$2,306.90 <b>\$0.90</b> \$0.08	0.04%	<b>-\$206,752 less than budgeted</b>

### 3 closest to budgeted revenue of 2015 budget of \$2,129,000

mill rate decrease of 1.0 mills to 10.53 mills

	Cordova City Limits Total Taxable 2016	\$202,118,470	<b>10.53</b>	Total Tax Revenue <b>\$2,128,307</b>	TOTAL PROPERTY TAXES
most a/v's went up approx 15% between 2015 - 2016	2015 2016 annual increase monthly increase	value of home \$200,000 \$230,000 annual increase monthly increase	taxes \$2,306.00 \$2,421.90 <b>\$115.90</b> \$9.66	5.03%	<b>-\$105,693 less than budgeted</b>

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-16-23**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A GAS SUPPLY AGREEMENT  
WITH ALASKA INTRASTATE GAS COMPANY.**

**BE IT RESOLVED THAT**

Section 1. The form and content of the Gas Supply Agreement (“Agreement”) between the City and Alaska Intrastate Gas Company that is now before this meeting is in all respects authorized, approved and confirmed by this resolution, and the City Manager hereby is authorized, empowered and directed to execute and deliver the Agreement on behalf of the City, in substantially the form and content now before this meeting, but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said document now before this meeting, and from and after the execution and delivery of said document, the City Manager hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the Agreement as executed.

Section 2. This Resolution shall become effective upon passage and approval.

**PASSED AND APPROVED THIS 1<sup>st</sup> DAY OF JUNE, 2016**

\_\_\_\_\_  
Clay Koplin, Mayor

ATTEST:

\_\_\_\_\_  
Tina Hammer, Deputy City Clerk



**Alaska Intra State Gas Company  
Cordova Gas Utility Project**

**May 2016**

## Project Summary and Benefits

- **Alaska Intrastate Gas Company**
  - o Alaska Intrastate Gas Company (“AIGCO”), as the developer, holds the Certificate of Public Convenience and Necessity to provide utility gas for the City of Cordova, Alaska and 16 other communities across Southeast Alaska.
  
- **AECOM**
  - o AIGCO has partnered with AECOM, the world’s leading engineering, procurement, construction and management firm to begin construction of the project in late 2016, early 2017 and with service to the community commencing within 12-18 months from the start of construction.
  
- **Installation**
  - o Under the management of AECOM, the Cordova Gas Utility Project will utilize current rights-of-way to install the requisite infrastructure using the least invasive methods possible.
  
- **Cost Savings**
  - o Once the Cordova Gas Utility Project is operational it is anticipated that the citizens, commercial users, industrial users, and the city itself will save a minimum of 25% on their energy costs.
  
- **Environmental Impact**
  - o The installation of a gas utility will reduce the impact on the environment by shifting the Cordova community from its heavy dependence on diesel and wood-burning to the use of clean burning gas, in the form of piped propane mixed with air.
  - o AIGCO will secure privately held land for the installation of the utility and will eliminate the need for any application to the City of Cordova for the use or purchase of any city land.
  
- **Job Creation and Community Impact**
  - o The Cordova Gas Utility will have a positive impact on the community of Cordova by creating short-term and long-term employment for the citizens of Cordova.
    - The Cordova Gas Utility will strive to employ local tradesmen to complete the installation of the infrastructure and complete residential, commercial, and industrial equipment installation and to perform maintenance.
    - With the reduction in fuel costs the Cordova Gas Utility will encourage community growth and attract new, light industrial enterprise to Cordova.

# GAS SUPPLY AGREEMENT

**THIS GAS SUPPLY AGREEMENT** (the "Agreement"), is made and entered into this \_\_\_ day of \_\_\_\_\_ 2016, by and between Alaska Intrastate Gas Company ("Seller"), and City of Cordova, AK, ("Buyer")(collectively the "Parties," individually a "Party"). Seller is the certificated gas utility for the City of Cordova. Buyer desires to purchase gas, which may include propane (liquid petroleum gas), natural gas, landfill gas, or other manufactured gas from Seller as a source of fuel for district heating for Buyer's government buildings and structures ("District Heating Buildings"). Seller wishes to sell and Buyer wishes to purchase gas on the terms and conditions set forth in this Agreement. The Parties hereby agree as follows:

## 1. Initial Delivery Date; Sale of Gas; Title

**1.1** Seller shall promptly and expeditiously design, permit, and construct the Delivery System to ensure that the Delivery System is able to deliver gas to the District Heating Buildings on or before twenty-four (24) months from the date of execution of this Agreement. Buyer shall exercise reasonable efforts to ensure that the District Heating Buildings are able to accept delivery of Gas on or before twenty-four (24) months from the date of execution of this Agreement.

**1.2** On and after the Initial Delivery Date, Seller shall sell and Buyer shall purchase from Seller all quantities of Gas delivered to Buyer at the Delivery Points.

**1.3** Ownership of, title to, operation of, and maintenance of the Delivery System shall remain with the Seller. For any Gas sold by Seller, Seller shall warrant that it has clear rights to such Gas.

**1.4** Buyer shall be responsible for all costs associated with the interconnections between the Delivery Points at the District Heating Buildings and the district heating equipment located within the District Heating Buildings, except for the Seller's gas flow meter at the Delivery Points, the cost and expense of which shall be the responsibility of the Seller.

**1.5** Ownership of, title to, risk of loss, and responsibility for the Gas shall transfer from Seller to Buyer at the Delivery Points. Seller shall have no title to or liability for Gas while it is in Buyer's possession and Buyer shall be responsible and shall bear all liability for Gas, including compliance with all Legal Requirements regarding the emission or migration of Gas, while it is in Buyer's possession. Buyer shall have no title to or liability for Gas while it is in Seller's possession and Seller shall be responsible and shall bear all liability for Gas, including compliance with all Legal Requirements regarding the emission or migration of Gas, while it is in Seller's possession.

## 2. Price; Payment

**2.1** The Buyer shall pay Seller for all Gas delivered to the Delivery Points, on a monthly basis, commencing on the Initial Delivery Date and continuing until the end of the Term at an annual escalation rate of 3% at the initial price of \$TBD/MMBtu, based on the energy content of the Gas provided to the Buyer, shall be set pursuant to Seller's Gas tariff to be approved by the Regulatory Commission of Alaska. Seller is required to obtain such approval from the Regulatory Commission of Alaska prior to commencing service to Buyer.

**2.2** It is projected that the initial price of \$TBD/MMBtu will be 25% to 50% less than the Buyer's existing heating fuel source. The initial price of \$TBD/MMBtu will be established at a rate that is at least 25% below the Buyer's annualized cost of fuel displaced by gas for the twelve month period preceding commencement of gas delivery service.

**3. Term.** The term of this Agreement shall commence upon the Initial Delivery Date and continue for five (5) years after the Initial Delivery Date (the "Initial Term").

## 4. Delivery Conditions

**4.1** By mutual agreement, the Parties shall designate the Delivery Points, and such designation shall be listed in Exhibit A. Except for periods of time during which maintenance is performed on the Seller's Gas storage and processing facility and/or the Delivery System, Buyer shall exercise its reasonable efforts to accept Gas on a continuous basis, twenty-four (24) hours per day, seven (7) days per week. Seller shall exercise its reasonable efforts to deliver Gas on a continuous basis, twenty-four (24) hours per day, seven (7) days per week.

**4.2** Seller will use all reasonable means to ensure the Gas delivered meets the minimum standards for Gas to be established by the Parties, which shall be attached hereto in Exhibit D and incorporated herein by reference.

**5. Force Majeure** If, because of Force Majeure, Seller or Buyer is unable to carry out its obligations under this Agreement, and if the affected Party promptly gives the other Party written notice of such Force Majeure in detail, specifying the nature, extent, and expected duration of such Force Majeure, the obligations and liabilities of the affected Party and the corresponding obligations and liabilities of the other Party shall be temporarily suspended to the extent made necessary by and during the continuance of such Force Majeure. However, no obligations of either Party that arose prior to the Force Majeure shall be excused as a result of the Force Majeure. Except for the obligation to make payments hereunder, the

Parties shall be excused from performing and shall not be considered in default under this Agreement to the extent and for the duration of the Force Majeure. The Party affected by such event of Force Majeure shall use its best efforts to remedy its inability to perform arising out of any event of Force Majeure.

**6. Indemnification** Each Party shall indemnify (“Indemnifying Party”) and hold the other Party (“Indemnified Party”) harmless against any and all claims, suits, demands, judgments, losses, injuries, obligations, liabilities, costs, damages, and expenses of whatever form or nature, including, without limitation, attorneys’ fees, experts’ and consultants’ fees, and other costs of legal defense (collectively, “Liabilities”), whether direct or indirect, that the Indemnified Party, its Affiliates, officers, directors, employees, successors, assigns, agents, and representatives, or any of them, may sustain or incur, or that may be imposed on or directed against the Indemnified Party, (a) arising out of or resulting from the Indemnifying Party’s (i) breach of any of the provisions of this Agreement, (ii) negligence or other tortious conduct, or (iii) violation of any legal requirements, or (b) arising from or incurred in connection with the Gas, if arising from or incurred in connection with the Indemnifying Party’s acts or omissions, except for liabilities arising from or incurred as a result of the Indemnified Party’s acts or omissions. Neither Party shall be liable to the other for any exemplary or punitive damages of any kind. The indemnities provided for in this Section shall survive termination or expiration of this Agreement.

**7. Disclaimer of Warranties. OTHER THAN A WARRANTY OF TITLE, SELLER MAKES NO OTHER**

**WARRANTIES AS TO THE QUALITY OR QUANTITY OF THE GAS DELIVERED TO BUYER HEREUNDER, AND SUCH GAS IS CONVEYED ON AN “AS IS” BASIS. THE PARTIES AGREE THAT THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, ARE EXCLUDED FROM THIS TRANSACTION AND DO NOT APPLY TO THE GAS SOLD HEREUNDER AND NO GUARANTEE OR WARRANTY OR ANY SPECIFIC AMOUNT OF RESERVES OR DELIVERABILITY OF GAS IS MADE BY SELLER.**

**8. General Provisions**

**8.1 Governing Law.** This Agreement is governed, construed and interpreted in accordance with the laws of the State of Alaska. In the event of any action or proceeding arising out of this Agreement the transactions contemplated herein, the Parties agree that exclusive jurisdiction and venue shall lie in Anchorage, Alaska.

**8.2 Entire Agreement.** This Agreement contains the full and complete understanding between the Parties and supersedes all other agreements, whether written or oral pertaining thereto, and may not be modified except in writing signed by the Parties hereto.

**8.3 Binding Effect.** This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns.

Executed and effective as of the date first set forth above.

**ALASKA INTRASTATE GAS COMPANY**

**CITY OF CORDOVA, ALASKA**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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## A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

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DATE: May 24, 2016  
TO: Mayor and City Council  
SUBJECT: City Manager merit award

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Randy Robertson has resigned his position as City Manager for the City of Cordova effective mid-June 2016. The City Council asked for an agenda item at tonight's meeting concerning a merit award to be paid to Mr. Robertson upon his departure from Cordova. Council member **Joyce** offered the attached memo as an outline of Mr. Robertson's accomplishments during his time as City Manager. This item may be discussed in executive session, there may be 2 separate reasons to enter an executive session for this item: one would be # 2 in the reasons for an executive session – if Council goes in to discuss **Randy Robertson** and his accomplishments/character, then he must be offered the choice of whether he wants that discussion in open session. Council can also go in to an executive session to discuss financial matters as they pertain to such an expenditure, if that is the case, Council can go into e.s. under # 1 for reasons to go into an executive session.

RECOMMENDED MOTION: Move to award Randy Robertson a merit award of \$\_\_\_\_\_.

REQUIRED ACTION: Majority voice vote.

# Memo to City Council

**Subject:** Merit Award for City Manager Robertson  
**Date:** May 24, 2016  
**From:** City Council Member Tim Joyce

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As you know, Randy Robertson will be leaving Cordova next month, concluding 3 years of service to the community. Those of us who have been on Council during his tenure have a grasp of his achievements and contributions, a few that come to mind include:

- Completion of the Cordova Center: The CoC project was at a standstill when he arrived, with allegations flying back and forth between the contractor and the city and threats of arbitration and litigation.
- Funding of the Cordova Center: Randy was instrumental in working with Rep Austerman to secure a \$4m grant in FY14, and helped spearhead the CoC Capital Fund Campaign which has pledged over \$1.5m to the project.
- Worked with the leadership of the Providence Foundation to capture \$250k in grants for Bidarki, the Bob Korn Pool and CCMC in 2014, and another \$75k in 2015 for our Parks and Rec programs and CCMC. These funds have provided furniture for our senior residents at CCMC, helped underwrite the CT scanner, provided the skateboard track and a new scoreboard for Parks and Rec and numerous new pieces of exercise and aquatics equipment at Bidarki and the pool.
- Established and managed the city's self-funded insurance program. Moving away from fully to self-funded insurance that has saved the city and CCMC around \$150k this year.
- Recruited some excellent employee talent for Cordova.
- Through his example he has created an atmosphere in the city where people are proud to keep the city clean and recycle items that will reduce our waste stream.
- Fostered great working relationships with the schools, CCMC and NVE. Through his efforts NVE donated our newest police vehicle and built bins for trash receptacles and antifreeze recycling at the harbor.
- Kept us and the citizens of the community informed. Emailed "Updates" to the council regularly, started weekly Cordova Conversation, periodic radio spots and newspaper articles, and helped market Cordova.
- Has worked 50, 60 or more hours per week; and not asked anything in return.

As several of you know, two years ago, when we did his last evaluation, when David Reggiani brought up a merit bonus, Randy suggested we not do that. We ended up providing him more vacation time, of which most of you know, he has used very little. Considering what he has done for our community, I would like to recommend a merit award of 10% of his contracted salary, or \$13.2k.



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## A MEMO FROM SUSAN BOURGEOIS, CMC, CITY CLERK

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DATE: May 24, 2016  
TO: Mayor and City Council  
SUBJECT: Interim City Manager

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Randy Robertson has resigned his position as City Manager for the City of Cordova effective mid-June 2016. The City Council has discussed, at the May 18 regular meeting and then again at the May 20 special meeting, a few options for an Interim City Manager upon his departure. There were a few questions Council wanted answered in order to make a decision regarding an interim. This item may be discussed in executive session tonight and then Council should make a motion such as the one below in open session.

RECOMMENDED MOTION: Move to direct the City Attorney to negotiate a contract with \_\_\_\_\_ to serve as Interim City Manager for the City of Cordova.

REQUIRED ACTION: Majority voice vote.

## **Pending agenda:**

**HSB** Quarterly regular meetings **July 6, 2016; Oct 5, 2016; Jan 4, 2017; Apr 5, 2017**

Presently the board is meeting monthly, 2<sup>nd</sup> Thursday of the month at 7pm – special meetings between the regular quarterly meetings

Staff quarterly reports in packets: **Jul 20, 2016; Oct 19, 2016; Jan 18, 2017; Apr 19, 2017**

Capital Priorities List Meeting **Jun 1, 2016; Sep 7, 2016; Dec 7, 2016; Mar 1, 2017** – on hold due to limited (none) capital budget at state level

**June 17, 2016** – several USCG personnel to be in Cdv for a site visit and research for a feasibility of home porting a 154' FRC in Cordova (looking at 5 Alaskan ports)

**Date TBD** - discussion regarding water charges at the harbor

Upcoming meeting – **TBD** – Council action on Sheridan Alpine's request for Insurance reimbursement – Clerk awaits a response as to what future Council meeting date is best for them to bring their budget and discuss with Council

**October 1, 2016** - effective date of substitute ordinance 1137 (plastic bag and polystyrene container ban) Council wants this on Pending Agenda so as to keep an eye on public opinion/effectiveness of the enactment of this ordinance

## **Committees:**

**Cordova Center Committee:** Tim Joyce, Sylvia Lange, Randy Robertson, Kristin Carpenter, Native Village of Eyak Representative, Chamber of Commerce Representative, Business Community Representative, PWSSC Representative, Stage of the Tides Representative.

**Fisheries Advisory Committee:** David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Chair, Marine Advisory Program Coordinator; Chelsea Haisman; and Jeremy Botz, ADF&G






**Cordova Trails Committee:** Elizabeth Senear, VACANCY, VACANCY, Toni Godes, and David Zastrow

## **Calendars:**

3 months of calendars are attached hereto  
June 2016; July 2016; August 2016

# JUNE 2016

CALENDAR MONTH **JUNE**  
 CALENDAR YEAR **2016**  
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29 	30 Little League Baseball in Cordova	31	1 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB	2	3	4
5	6	7	8 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	9 7:00 HSB CCAB	10	11
12	13	14 Flag Day  6:30 P&Z CCB	15 6:45 Council pub hrg CCAB (maybe) 7:00 Council reg mtg CCAB (these may be canceled at the June 1	16	17  USCG site visit: advanced stationing team info gathering re 154' FRC	18
19  Fathers Day	20	21 Summer Solstice 	22	23	24	25
26	27	28	29	30	1	2
3	4	Notes				




Legend:  
 CCAB-Cordova Center  
 Community Rms A&B  
 HSL-High School Library

CCA-Cordova Center  
 Community Rm A  
 CCB-Cordova Center  
 Community Rm B

CCM-Cordova Center Mayor's  
 Conference Rm

# JULY 2016

CALENDAR MONTH **JULY**  
 CALENDAR YEAR **2016**  
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
3	4  Independence Day-City Hall Offices Closed	5	6 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	7	8	9
10	11	12 6:30 P&Z CCB	13 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	14 7:00 HSB CCAB	15  Copper River Wild Salmon Festival Salmon Jam	16 Salmon Runs Salmon Jam
17	18	19	20 6:45 Council pub hrg CCAB (maybe) 7:00 Council reg mtg CCAB (these may be canceled at the July 6 mtg)	21	22	23
24	25	26	27  CSD JH & HS cross country season begins	28	29	30
31	1	Notes				




Legend:  
 CCAB-Cordova Center Community Rms A&B  
 HSL-High School Library

CCA-Cordova Center Community Rm A  
 CCB-Cordova Center Community Rm B

CCM-Cordova Center Mayor's Conference Rm

# AUGUST 2016

CALENDAR MONTH **AUGUST**  
 CALENDAR YEAR **2016**  
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31  CHS swimming starts August 3	1	2	3 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	4	5	6
7	8	9	10 7:00 Sch Bd HSL 7:00 Harbor Cms CCB	11 7:00 HSB CCAB	12	13
14	15	16	17 6:45 Council pub hrg CCAB (maybe) 7:00 Council reg mtg CCAB (these may be canceled at the Aug 3 mtg)	18	19	20
21	22	23	24 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	25  CSD - students' first day of school	26 	27
28	29	30	31	1	2	3
Alaska State Fair Aug 25 - Sep 5			Alaska State Fair Aug 25 - Sep 5			Alaska State Fair Aug 25 - Sep 5
4	5	Notes				

Legend:  
 CCAB-Cordova Center Community Rms A&B  
 HSL-High School Library

CCA-Cordova Center Community Rm A  
 CCB-Cordova Center Community Rm B

CCM-Cordova Center Mayor's Conference Rm

**CITY OF CORDOVA, ALASKA – ELECTED OFFICIALS  
& APPOINTED MEMBERS OF CITY BOARDS and COMMISSIONS**

**MAYOR AND CITY COUNCIL - ELECTED**

seat/length of term	email	Date Elected	Term Expires
<b>Mayor:</b> 3 years	<b>Clay Koplin</b> <a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>	March 1, 2016	March-19
Council members:			
Seat A: 3 years	<b>James Burton</b> <a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>	March 1, 2016 March 5, 2013	March-19
Seat B: 3 years	<b>Timothy Joyce</b> <a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>	March 4, 2014 March 14, 2013 August 2, 2012	March-17 filled vacancy appt to A
Seat C: 3 years	<b>Tom Bailer, Vice Mayor</b> <a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>	March 4, 2014	March-17
Seat D: 3 years	<b>Robert Beedle</b> <a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>	March 3, 2015	March-18
Seat E: 3 years	<b>Josh Hallquist</b> <a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	March 3, 2015	March-18
Seat F: 3 years	<b>David Allison</b> <a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>	March 1, 2016	March-19
Seat G: 3 years	<b>James Wiese</b> <a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>	March 1, 2016	March-19

**SCHOOL BOARD - ELECTED**

length of term		Date Elected	Term Expires
3 years	<b>Bret Bradford</b>	March 3, 2015	March-18
3 years	<b>Tammy Altermott</b>	March 1, 2016 March 5, 2013	March-19
3 years	<b>Peter Hoepfner</b>	March 3, 2015 March 6, 2012 March 3, 2009 March 7, 2006	March-18
3 years	<b>Sheryl Glasen</b>	March 4, 2014	March-17
3 years	<b>Barb Jewell, President</b>	March 1, 2016 March 5, 2013	March-19
3 years	<b>Vacant (appointed, non-voting) City Council Rep</b>		

**LIBRARY BOARD - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Wendy Ranney</b>	November-15 April-13	November-18
3 years	<b>Shannon Mallory</b>	November-13	November-16
3 years	<b>Krysta Williams</b>	December-14 November-11	November-17
3 years	<b>Kay Groff</b>	December-14 December-11 January-09	November-17
3 years	<b>Mary Anne Bishop, Chair</b>	November-13 November-10 November-06	November-16

**CORDOVA COMMUNITY MEDICAL CENTER – HEALTH SERVICES BOARD - with Council election**

length of term		Date Appointed	Term Expires
3 years	<b>James Burton</b>		with Council office
3 years	<b>Tom Bailer</b>		with Council office
3 years	<b>Tim Joyce</b>		with Council office
3 years	<b>James Wiese</b>		with Council office
3 years	<b>Robert Beedle</b>		with Council office
3 years	<b>Josh Hallquist</b>		with Council office
3 years	<b>David Allison</b>		with Council office

**PLANNING AND ZONING COMMISSION - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Allen Roemhildt</b>	January-14	November-16
3 years	<b>Scott Pegau</b>	December-14 December-11	November-17
3 years	<b>John Baenen</b>	November-15 December-12	November-18
3 years	<b>Tom Bailer, chair</b>	November-13 December-11 November-08	November-16
3 years	<b>Tom McGann, vice chair</b>	December-14 December-11 April-11	November-17
3 years	<b>Heath Kocan</b>	November-15	November-18
3 years	<b>Mark Frohnapfel</b>	February-15	November-17

**HARBOR COMMISSION - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Robert Beedle, chair</b>	January-14	November-17
3 years	<b>Greg LoForte</b>	February-13 January-10 January-07	November-16
3 years	<b>Max Wiese</b>	January-14 March-11	November-17
3 years	<b>Ken Jones</b>	February-13	November-16
3 years	<b>Jacob Betts</b>	November-15	November-18

**PARKS AND RECREATION COMMISSION - APPOINTED**

length of term		Date Appointed	Term Expires
3 years	<b>Kara Johnson</b>	February-15 December-12	November-17
3 years	<b>Miriam Dunbar</b>	November-15 August-14	November-18
3 years	<b>Wendy Ranney, Chair</b>	November-15 August-14	November-18
3 years	<b>Stephen Phillips</b>	November-15	November-18
3 years	<b>Marvin VanDenBroek</b>	February-14	November-16
3 years	<b>Karen Hallquist</b>	November-13	November-16
3 years	<b>Dave Zastrow</b>	February-15 September-14	November-17

seat up for re-election in 2017

termed out in 2017