

Mayor  
*Clay Koplin*

Council Members  
*Tom Bailer*  
*Kenneth Jones*  
*Jeff Guard*  
*Melina Meyer*  
*Anne Schaefer*  
*David Allison*  
*David Glasen*

City Manager  
*Alan Lanning*

City Clerk  
*Susan Bourgeois*

Deputy Clerk  
*Tina Hammer*

Student Council  
*Olivia Carroll*

**Regular City Council Meeting**  
**June 5, 2019 @ 7:00 pm**  
**Cordova Center Community Rooms**  
**Agenda**



*Saturday June 8, 2019*  
*Dinner & Auction at the*  
*Cordova Center 6 pm*

**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 Tom Bailer, Kenneth Jones, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

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

**E. Disclosures of Conflicts of Interest and Ex Parte Communications**

- conflicts as defined in 3.10.010 [https://library.municode.com/ak/cordova/codes/code\\_of\\_ordinances](https://library.municode.com/ak/cordova/codes/code_of_ordinances) should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

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

1. Guest Speakers – **Chip Courtright**, PND, **Sam Greenwood**, **Tony Schinella**  
update on Cordova application for the FY2019 BUILD grant
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions (CCMCA BoD, School Board Rep)
4. Student Council Representative Report – *summer vacation not present*

**G. Approval of Consent Calendar..... (no motion required)(roll call vote)**

5. Council confirmation of May 9, 2019 Election of CVFD Officers..... (page 1)
6. Resolution 06-19-26..... (page 2)  
A resolution of the City Council of the City of Cordova, Alaska, supporting an FY2019 BUILD (better utilizing investments to leverage development) Transportation Grant application to improve and upgrade the Cordova South Harbor
7. Resolution 06-19-27..... (page 6)  
A resolution of the City Council of the City of Cordova, Alaska, authorizing a Tier I application for the State of Alaska Municipal Harbor Facility Grant Program to fund South Harbor repairs

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

8. Minutes of the 5-15-19 Regular Council Meeting..... (page 8)

**I. Consideration of Bids - none**

## **J. Reports of Officers**

- 9. Mayor's Report
- 10. Manager's Report
- 11. City Clerk's Report..... (page 14)

## **K. Correspondence**

- 12. DCCED letter re Cordova 2018 population determination: 2,360..... (page 15)
- 12a. Email/survey information on scope of work of Northern Economics AMHS..... (page 17)  
reshaping project

## **L. Ordinances and Resolutions**

- 13. Resolution 06-19-24..... (voice vote)(page 21)  
A resolution of the City Council of the City of Cordova, Alaska, setting the mill rate for the 2019 tax year
- 14. Resolution 06-19-25..... (roll call vote)(page 26)  
A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of \$38,078

## **M. Unfinished Business**

## **N. New & Miscellaneous Business**

- 15. Council discussion of the need for a federal lobbyist – possible staff direction..... (voice vote)
- 16. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 28)

## **O. Audience Participation**

## **P. Council Comments**

## **Q. Executive Session**

- 17. Council discussion about the terms of the City Manager's contract – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government
- 18. Recommendations from City Attorney regarding Beecher v. City of Cordova – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

## **R. Adjournment**

### **Executive Sessions per Cordova Municipal Code 3.14.030**

- **subjects which may be considered 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.
- **subjects may not be considered in the executive session except those mentioned in the motion calling for the executive session, unless they are auxiliary to the main question**
- **action may not be taken in an executive session except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations**

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# *Cordova Volunteer Fire Department*

FIRE CHIEF MICHAEL HICKS



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

May 17, 2019

Mayor Clay Koplin.  
Cordova City Council  
Alan Lanning City Manager

Would you please include this as an action item for the next available Council meeting 2019.

The Cordova Volunteer Fire Department is requesting confirmation for the following elected Chief Officers as of May 9<sup>th</sup> 2019 during our annual Department elections, it is with great pleasure to announce.

Fire Chief- Michael Hicks.

Mr. Michael Hicks has been a member of the CVFD since 1989 and has been the Elected Fire Chief of our Organization for the past 15 years.

Deputy Fire Chief – Richard Groff

Mr. Richard Groff has been a member of the CVFD since the early 70's and has been an Elected Deputy Fire Chief of the Organization a few times of the many years.

In accordance with article III, section I of our department constitution ("The Chief shall not take office until confirmed by authorities set up by the city ordinance") and accordance with Title 3 of the City Municipal Code.

3.20.020 - Fire department—Appointment of officers and members.

The Chief of the Fire Department and Deputy Chief shall be elected annually by the members of the department subject to confirmation by the council. Each shall hold office for one year and until his successor has been duly elected, except that he may be removed by the council for cause after a public hearing. The paid firefighter shall be a full-time salaried employee appointed by the city manager, who shall, in making such appointment, take into consideration recommendations of the members of the department, and said firefighters shall hold office during good behavior, and may be removed by the council only for cause after a public hearing.

Sincerely

Paul Trumblee  
City Fire Marshal



**AGENDA ITEM 6**  
**City Council Meeting Date: 6/05/2019**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Samantha Greenwood, Public Works Director, Tony Schinella, Harbormaster  
**DATE:** 5/28/2019  
**ITEM:** Resolution Supporting BUILD Grant Application  
**NEXT STEP:** Council Votes on Resolution 06-19-26.

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☐ ORDINANCE  
☐ MOTION

☒ RESOLUTION  
☐ INFORMATION

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- I. REQUEST OR ISSUE:** Seeking approval of a resolution supporting the BUILD grant application. A resolution supporting the application is required from the governing body. The application will be for the maximum grant amount of \$25 million.
- II. RECOMMENDED ACTION / NEXT STEP:** Council moves to approve Resolution 06-19-26.
- III. FISCAL IMPACTS:** There is no match for the 2019 BUILD Grant Application.
- IV. BACKGROUND INFORMATION:**

**At the January 18, 2017 regular City Council**

19a. 6. Resolution 01-17-02 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to seek funding in order to rebuild the Cordova south harbor  
**M/Bailer S/Beedle** to approve Resolution 01-17-02 A resolution of the City Council of the City of Cordova, Alaska, authorizing the City Manager to seek funding in order to rebuild the Cordova south harbor.

**Beedle** pulled it in order to amend some of the language.

**M/Beedle S/Bailer** to amend by changing the word “renovate” in the now, therefore, be it resolved paragraph, to “rebuild”.

Vote on the motion to amend: 6 yeas, 0 nays, 1 absent (Allison). Motion approved.

Council member **Burton** also had an amendment to offer regarding the dollar amount of \$20,000,000.

**M/Burton S/Bailer** to amend by adding “up to” before the \$20,000,000 in the now, therefore, be it resolved paragraph.

Vote on the motion to amend: 6 yeas, 0 nays, 1 absent (Allison). Motion approved.

Vote on the main motion as amended: 6 yeas, 0 nays, 1 absent (Allison). Motion approved.

**At the August 15, 2018 regular City Council**

14a. Direction to Manager to negotiate a contract for consulting services for 2019 BUILD grant application **M/Schaefer S/Meyer** to direct the City Manager to negotiate a contract with PND Engineering INC to provide consulting services to develop and submit a 2019 BUILD Grant Application for the Cordova South Harbor Dock Replacement Project RFP#PW18-03 for a sum not to exceed twenty-eight thousand nine hundred and fifty dollars and no cents (\$28,950.00).

**Lanning** explained that if you want to participate in this arena of funding, you never know what might happen. He sees this as an annual expenditure until we receive one or we make other arrangements. Remember this is out of the Harbor Enterprise fund. This will be a year-long public process to get this application completed.

Vote on the motion: 4 yeas, 0 nays, 3 absent (Burton, Jones, Wiese). Motion was approved.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-19-26**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
SUPPORTING AN FY2019 BUILD (BETTER UTILIZING INVESTMENTS TO  
LEVERAGE DEVELOPMENT) TRANSPORTATION GRANT APPLICATION TO  
IMPROVE AND UPGRADE THE CORDOVA SOUTH HARBOR**

**WHEREAS**, the Cordova South Harbor was built in 1983 and has well surpassed its intended design life; and

**WHEREAS**, the *Cordova South Harbor Condition Assessment Report* completed in 2016 by PND Engineers indicates that the South Harbor float system was found to be in generally poor to serious condition with observed issues requiring immediate repair; and

**WHEREAS**, the same report also noted that the South Harbor's electrical and fire suppression systems and the South Harbor's water supply infrastructure are not up to code; and

**WHEREAS**, this project is and has been a high priority of the City of Cordova Harbor Department, the City Harbor Commission, the City Planning Commission and is and has been highly prioritized annually on the City Council's Capital Improvement Projects list; and

**WHEREAS**, one component of the proposed project, a drive down dock with cranes, will improve harbor efficiencies such as the loading and unloading of boats, will allow for all-tide vehicular access to the South Harbor, and will enhance the overall safety of the South Harbor by relieving the existing, excessive boat, vehicle and pedestrian congestion at the boat launch and three-stage dock on the corner of Railroad Avenue and Nicholoff Way; and

**WHEREAS**, another proposed project component, a bulkhead lining the majority of the south side of the harbor, will provide additional moorage in the harbor, will increase the availability of vehicle parking on the South Fill, will incorporate economic development for the City of Cordova by allowing space for increased small business development in the area and will improve the overall quality of life for local Cordovans, visitors and seasonal business owners and fishermen; and

**WHEREAS**, this project will bring the Cordova South Harbor into compliance with modern safety, fire and electrical codes, will additionally improve access for the disabled, and will make the harbor safer for fishermen to use by providing components such as floats with even walking surfaces, and ADA compliant gangways.

**NOW, THEREFORE BE IT RESOLVED THAT** the City Council of the City of Cordova, Alaska, hereby supports an FY2019 BUILD (Better Utilizing Investments to Leverage

Development) Transportation Grant application to improve and upgrade the Cordova South Harbor.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF JUNE 2019**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

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

DRAFT



**AGENDA ITEM 7**  
**City Council Meeting Date: 6/05/2019**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Samantha Greenwood, Public Works Director, Tony Schinella, Harbormaster  
**DATE:** 5/28/2019  
**ITEM:** Resolution Supporting Tier I Harbor Facility Grant Application  
**NEXT STEP:** Council vote on Resolution 06-19-27

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☐ ORDINANCE  
☐ MOTION

☒ RESOLUTION  
☐ INFORMATION

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- I. REQUEST OR ISSUE:** Seeking approve of a resolution supporting the TIER I Harbor Facility Grant application. A Resolution by governing body supporting the application is required. The application will be for the maximum grant amount of 5 million.
- II. RECOMMENDED ACTION / NEXT STEP:** Council moves to approve Resolution 06-19-27.
- III. FISCAL IMPACTS:** There is a 5-million-dollar match for the grant. At the General Election on March 5, 2019 the voters approved a 5-million-dollar bond for the match and a .5% fish tax as revenue for repayment of the bond and harbor maintenance. The harbor department has also raised fees for additional revenue for the repayment and maintenance of the harbor.
- IV. BACKGROUND INFORMATION:** There have been numerous Harbor Commission meetings, City council meetings and a public meeting discussing the grant and the scope of work. The scope of work includes replacing floats G, H, I, J and the airplane float. All electrical, water and fire suppression will be brought up to code.

At the General Election on March 5, 2019 the voters approved a 5-million-dollar bond for the match and a 0.5% fish tax as revenue for repayment of the bond and harbor maintenance. The harbor department has also raised fees for additional revenue for the repayment and maintenance of the harbor.



**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-19-27**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA  
AUTHORIZING A TIER 1 APPLICATION FOR THE STATE OF ALASKA MUNICIPAL  
HARBOR FACILITY GRANT PROGRAM TO FUND SOUTH HARBOR REPAIRS**

**WHEREAS**, the Cordova South Harbor was built in 1983 with an expected life of 30 years; and

**WHEREAS**, the *Cordova South Harbor Condition Assessment Report* completed by PND Engineers in September 2016, indicates that the Cordova South Harbor is in an advanced and accelerating rate of decline; and

**WHEREAS**, the Cordova Harbor Commission has named the repair of the Cordova South Harbor as its top priority; and

**WHEREAS**, the State of Alaska legislation enacted in 2007 provides a Municipal Harbor Facility Grant Program to assist municipalities with the construction phase of small boat harbor facilities; and

**WHEREAS**, the City of Cordova is eligible for a State of Alaska, Tier 1 Harbor Facility Grant in the amount of \$10 million dollars with a 50% percent local match; and

**WHEREAS**, the voters of the City of Cordova have passed a proposition authorizing the issuance of up to \$5 million in bonds as a match for the Harbor Facility Grant; and

**WHEREAS**, voters of the City of Cordova have passed a proposition authorizing a local raw fish tax of .5 percent to generate revenue in the harbor enterprise fund necessary for annual bond payments; and

**WHEREAS**, the Cordova City Council approved a 10 percent harbor fee increase and a 3 cents per gallon fuel oil wharfage increase to generate revenue in the harbor enterprise fund necessary for annual bond payments; and

**NOW THEREFORE BE IT RESOLVED THAT**, the City Council of the City of Cordova, Alaska authorizes a Tier 1 application for the State of Alaska Harbor Facility Grant Program to fund the Cordova South Harbor Repairs.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF JUNE 2019.**

Attest:

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Clay R. Koplin, Mayor

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Susan Bourgeois, CMC, City Clerk

**Regular City Council Meeting**  
**May 15, 2019 @ 7:00 pm**  
**Cordova Center Community Rooms A & B**  
**Minutes**

**A. Call to order**

**Mayor Clay Koplin** called the Council Regular Meeting to order at 7:05 pm on May 15, 2019, in the Cordova Center Community Rooms.

**B. Invocation and pledge of allegiance**

**Mayor Koplin** led the audience in the Pledge of Allegiance.

**C. Roll call**

Present for roll call were **Mayor Clay Koplin** and Council members **Tom Bailer**, **Jeff Guard**, **Melina Meyer**, **Anne Schaefer** and **David Allison**. Council member **David Glasen** was present via teleconference. Council member **Ken Jones** was absent. Also present were City Manager **Alan Lanning** and City Clerk **Susan Bourgeois**.

**D. Approval of Regular Agenda**

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

Vote on the motion: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

**E. Disclosures of Conflicts of Interest and ex parte communications - none**

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

1. Guest speakers - City Lobbyist **John Bitney** called in to report to Council about the legislative session in Juneau. Today is the 121<sup>st</sup> day and it is obvious there will have to be a special session, so that information as to when and where will be forthcoming in the next couple of hours. Cordova items of interest: AMHS - the conference committee did make a decision on this and they went with the Senate numbers which means a \$40 million reduction - the summer schedule is supposed to remain intact and what is up in the air will be the schedule after September. What he's heard is maybe 2 trips/month out of Cordova and sounds like they were thinking to Valdez, we were hoping to push for that being changed to Whittier. We've set the stage to at least have a dialogue with the Governor about Cordova's need for Whittier instead - no date set on a meeting, but we have at least a commitment for a meeting. Good news: school bond debt reimbursement program did make it in as fully funded and fully funded K-12 education. Capital budget relevant issues for Cordova: PWSSC - EVOS request of \$17 million and a \$200K request and the Harbor grant program. Capital will not get solved tonight - it will be considered in the special session. We have to hope for this year's Harbor program to fund all the Tier One's on the list now so that we can hope to get in on next year's without having to compete with those. **Meyer** commented that the recent McDowell report on AMHS had Cdv-Wht leg listed on the highest revenue tables - maybe that will be a good point to use when meeting with Governor and his advisors.

The bills to take away shared fish taxes are dead in committee; Cordovans should be credited with doing a great job testifying when those were being heard.

2. Audience comments regarding agenda items

**Mary Anne Bishop** of 700 Fourth Street and President of the Library Board, spoke to agenda item 4a. specifically she said Title 4 of the City Code hasn't been reviewed in more than 7 years and it impacts a lot of the Library employees who have reached the top of their pay scales; the board would like to see this addressed because these employees have no room to grow and we'd like to see them stay with the City. Also, the employee development program within Title 4 needs looking at. The board is concerned about the reorganization plan, the charter states that the Library is under the administrative supervision and control of the Library Board and they would like to be part of the discussions as reorganization is discussed and moved forward.

**Tammy Altermott** of 811 Woodland Drive spoke to agenda item 13, Resolution 05-19-21, for funding level for Cordova School District. She spoke in favor of the resolution in the packet which is for the requested funding level at \$1,950,000. She said a lot of Cordova High graduates are moving back to Cordova, and if we want that to continue, we have to fund education. Last night at senior night, she said there were \$300,000 worth of scholarships mentioned for the graduating class, which is a testament to the school's successes. She also thanked the mayor and all the mayors for the letter written by AML to the legislature, it proved successful and school bond debt reimbursement is back in the budget.

**Barb Jewell** School Board Chair spoke in favor of the resolution on school funding. She also urged them to understand that the additional \$250k that was given in December they anticipated that being given in the first half of 2019. She made it very clear that they are asking for what they need, not just wishes and wants. She assured Council it is money well spent. She said the City received a large amount of unanticipated revenue in 2019 so that is why she doesn't think this is a hard decision to make, use some of that as an investment in the schools.

**Cathy Renfeldt** of 308 Railroad Row commented on the letters from the Library Board and Historical Society Board – she appreciated Council member **Schaefer's** comments in the work session about taking staff members opinions into account on reorganization, and obviously also these boards since they do get a say in that too. She said the CVFD also has codes that speak to their involvement in personnel matters; only having to report to City Council. She wondered if an anonymous way to give input could be helpful.

### 3. Chairpersons and Representatives of Boards and Commissions

a. *Library Board* report to City Council

b. *Cordova Historical Society* report to City Council

CCMCA Board – Board Chair **Greg Meyer** was unable to attend, **Kristin Carpenter** reported: 1) **Mitchell** and **Lanning** spoke to PERS and the liability that CCMC has is \$1.1 million, had been \$800K at end of 2018; 2) transition coming as **Scot** leaves, **Randall Draney** the CFO will be interim CEO; 3) **Katie Goss**, LTC Nursing Director will apply for the Nursing Home License, then she and **Randall** would both have that as backup; 4) CCMCA Board is interested in talking more with Council about the immediate short term support Council is interested in; 5) NVE, facilitator will meet in the small group on integrating hospital and clinic operations between the City and Ilanka.

Questions: **Schaefer** asked when the audit is scheduled for – **Carpenter** said early June. **Meyer** asked what date they began being locked out of paying PERS? **Carpenter** said the arrears goes back to 2018. She didn't know, **Meyer** said it would be nice to know how long employees haven't been having their PERS paid. **Allison** said have you at least been stashing that money somewhere? **Carpenter** said we have actually sent them money, they have cashed the checks and it isn't reflected in our balance. **Allison** said we should know what we owe them, they shouldn't have to be telling us.

CSD School Board Chair **Barb Jewell** reported graduation is Saturday at 5:30 at the High School, strategic plan is almost completed, 21 students qualified for state, 2 came back with state level recognition, spring track has begun, and they are looking forward to wrapping up a very successful year.

### 4. Student Council Representative Report – was not present

### G. Approval of Consent Calendar - none

### H. Approval of Minutes

**M/Schaefer S/Guard** to approve the minutes.

### 5. Minutes of the 05-01-19 Regular Council Meeting

Vote on the motion: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

### I. Consideration of Bids - none

### J. Reports of Officers

6. Mayor's Report – **Mayor Koplin** reported: 1) Fisheries Development Committee submitted several commissioners permit applications – they have requested a meeting with ADF&G Director and Deputy Director, **Sam Rabung** and **Forrest Bowers** – we talked about CR Fishery and other items, help with shoulder season fisheries and moving management closer to the resources. **Admiral Gray** from Pacific Fleet, Navy – will be in town. Working on a helicopter from Northern Edge coming over to the community. Later next week some of us are going over to participate, distinguished visitors. US House passed a large infrastructure bill including harbor funding, **Gilman and Associates** and **Caleb Froelich** are 2 firms we've heard from about this as they've assisted coastal communities in such efforts in the past. If council is interested in pursuing some of this funding, this could be the time. **Mayor Koplin** thanked **Cathy Sherman** – we can largely attribute the success of this building to her work and dedication over the years, also the excellent Library and Museum and the educational opportunities those afford our school children and town, largely thanks to **Cathy**. There was an ovation from the audience.

### 7. Manager's Report

a. Introductions of new City staff members: **Manager Lanning** said none of these new City employees were present tonight, he'll do these introductions at a future meeting.

- **June James**, Finance Department

- **Tommy Marsh**, Parks and Recreation
- **Nolan Buehrle**, Refuse Department

City Manager **Alan Lanning** reported: 1) he's been in touch with Council by email – detailed the month by month accounting of the PERS debt for CCMC, we asked them what is our get out of jail number – he will get that to you as soon as they tell us – should be by the end of this week; 2) we received the grant for the Cordova Center stairs, we didn't get the 7<sup>th</sup> street portion; we continue to plunge forward with grants; 3) 2017 audit has been given out – 2017 was the slash and burn year, 2018 was a little better, but not much, 2017 shows cash surplus of \$83,000, 2018 will be different – there will be many line items that exceed what was budgeted. He said earlier there was a comment about how much extra money we received in 2018 – he wanted to give a flavor of what that looked like – **Baugh** has closed out a number of accounts that had been sitting there without really being accounted for – to the tune of \$1.8 million, so even with the extra revenues, our cash flow is actually down – we are seriously, seriously low on cash flow right now, it is concerning across the board. Questions: **Glaser** asked what those outstanding debts were? He applauds **Dean** for getting that cleared up, but that is not normal right? **Baugh** came to the table to explain – there were a few small items, but the 2 big ones were a \$1.225 million balance in the Cordova Center Fund and from way back in 2012 Snowpocalypse there was a \$541K deficit there based on we were looking for reimbursements from the State and it wasn't all reimbursed. He said someone asked why the auditors don't catch these kinds of things, he said because when all the funds are added together at year end and the City shows a surplus, the deficits are harder to notice but they were always there. So basically, what just got rolled into the General Fund was about a negative \$1.8 million, which is why the general fund balance is now sitting at about -\$500k. At year end 2017 you were at about \$1.3 million in cash, normally at year end you should have about \$3 million in cash but almost \$2 million was eliminated by this clean up. Beginning months of a year we don't see much revenue, so a good goal is to end a year with \$3 - \$4 million to get through until sales tax and property tax start rolling in. Technically you are at about the same place as you were last year, you are just being made aware of it now. **Bailer** asked about the increased revenues from last year, what were those again. **Baugh** said Fish Tax came in \$625k over anticipated and Forest Receipts were budgeted at \$0 and came in at \$618k.

8. City Clerk's Report – **Bourgeois** had a written report in the packet – had been asking Council for the ok to purchase CR Fleece Vests for Council members instead of plaques or awards as members left council service. The majority of Council said that wasn't necessary and proclamations are sufficient.

#### 9. Staff Reports

- CVFD, 1Q 2019 report, **Paul Trumblee**, City Fire Marshal
- Public Works and Harbor Grants: status report, PWD, **Sam Greenwood** and Harbormaster, **Tony Schinella**

#### K. Correspondence

- AML letter of April 3, 2019, signed by multiple mayors
- 04-18-19 CVFD, Mayor & Manager letter of thanks to Valdez for Fire Truck
- 04-25-19 Cordova Chamber of Commerce letter/update to Mayor & City Council

#### L. Ordinances and Resolutions

13. Resolution 05-19-21 a resolution of the City Council of the City of Cordova, Alaska, establishing the level of local funding and approving the budget of the Cordova Public School District for the fiscal year ending June 30, 2020

**M/Allison S/Bailer** to approve Resolution 05-19-21 a resolution of the City Council of the City of Cordova, Alaska, establishing the level of local funding and approving the budget of the Cordova Public School District for the fiscal year ending June 30, 2020.

**M/Allison S/Meyer** to amend the resolution in all the necessary places so that the city contribution is \$1,750,000 or \$200,000 less than the \$1,950,000 that is in the resolution.

**Allison** said he believes it was made clear when we last minute approved the extra \$250,000 upon approval the City 2019 budget back in December 2018 that the \$250k would be in the second half of the City's 2019 budget, i.e. June-December 2019. He believes there is still time to do this later if necessary, there is no reason to go so close to the max already.

**Meyer** said she agreed; she supports the amendment. **Guard** also agreed and said we are still not even sure what Juneau is going to wind up with. **Bailer** wanted to hear from the superintendent, to further understand what it is they need the extra \$200k for; he wants to know what the effects to the school would be. **Russin** approached the table. **Russin** said \$200k could be a lot of things such as: about 2 teachers, or no student activities. **Russin** said if the extra \$250k from December is given before June 30, 2019, then School would only be asking for \$1.75 million for next year. **Mayor Koplin** said what would it mean to the schools if we said we could give you more later. **Russin** said that would always help but anything that isn't guaranteed cannot be budgeted for, they have to get their balanced budget to Dept of Ed by July 15,

2019. **Schaefer** said she just knows that the public wants to fund the schools. **Glaser** opposes the amendment. **Bailer** appreciates the work that **Allison** has done, looking into this, attending school board budget work sessions, but he has a lot of faith in the schoolboard and school administration, he will go with what they are asking for.

Vote on the motion to amend: 3 yeas, 3 nays, 1 absent. Meyer-yes; Jones-absent; Schaefer-no; Guard-yes; Allison-yes; Glaser-no and Bailer-no. Motion failed.

Back to the main motion, to approve the resolution as written.

**Allison** said if we approve this and then we do our budget in November/December and don't have the money we will really be upsetting them to not fund them halfway through their year. **Schaefer** opined that if we raise this when discussing new or increased revenues, she thinks people will support those in order to support schools. **Guard** said he is opposed to this, we are \$-500k right now - he is conflicted. **Glaser** said we have to put our faith in the school board - he'd vote to take it from permanent fund if need be down the road.

Vote on the main motion: 3 yeas, 3 nays, 1 absent. Allison-no; Schaefer-yes; Guard-no; Meyer-no; Glaser-yes; Bailer-yes and Jones-absent. Motion failed.

Council decided to revisit this at pending agenda as it had to be accomplished before June 1.

At 8:39 pm, **Mayor Koplin** called for a 5-minute recess, with no objection from council, the meeting was recessed.

The regular meeting was back in session at 9:05. **Mayor Koplin**, with no objection from Council, reverted to audience comments regarding agenda items.

**Paul Trumblee**, City Fire Marshal, said that for the past 3 years we've had to cut budgets, so much so that we've almost had to close the doors at the Fire Department but each year other entities come in and get their requests. A few months ago, the City Manager told us all to stop spending money because we don't have any money. The Finance Director just told you guys that we are at negative \$500 k in our general fund, this is ridiculous.

#### **M. Unfinished Business - none**

#### **N. New & Miscellaneous Business**

##### **14. Certification of the 2019 property assessment roll**

**M/Allison S/Bailer** to certify the 2019 property assessment roll as presented.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

##### **15. City's self-funded Health Insurance Plan**

- a. Council action on changing procedures for making amendments to plan
- b. Direction to group delineated in a. to report back about amendment 5

**M/Bailer S/Schaefer** to discuss the city's self-funded plan.

Hearing no objection, the motion was approved.

**Bailer** led discussion, he said that the plan was somehow approved, maybe just by a concurrence of Council when the last manager, **Randy Robertson** told them about it. He said it seems as though the plan allows for one person to have the ability to sign amendments to the plan. **Bailer** continued that the amendments to date are varied, some have one signature, some 2 signatures, he just believes there should be a system in place that allows for checks and balances. He opined that a second signature as well as some kind of record of who was present, who assisted in formulating the amendment and the like; he just believed that was a more appropriate protocol for making such amendments to the employees' health plan. **Lanning** said this agenda item developed while he was on vacation, he is trying to figure out what the issue is here. **Lanning** said he heard through the grapevine that this is about him specifically having approved amendments 4 and 5 specifically for his benefit. Amendment 4, Medical Tourism - he said the plan was paying medical tourism benefits from the very inception; and the Premiera plan had medical tourism benefits as well. So, our third-party administrator brought up medical tourism and said it should be defined in our plan since it hadn't transferred over from Premiera as was intended. As far as travel reimbursement, he said inadvertently plan participants were seeking more than was allowed for the travel reimbursement, so it had to be better defined, amendment 5 was intended to put conditions on the travel reimbursement; this was also suggested by our third-party administrator. **Lanning** gave an example of a medical tourism claim, he said on that one travel alone, on the facility charge, the plan saved \$111,631. He said the plan since inception has saved over a million dollars, he is trying to figure out in his own mind, what is wrong with the plan; haven't seen increases in five years, you have the best plan for the money; there is nothing amiss with the plan. **Lanning** said he is making that statement because that is what he understands is what the concern was; **Bailer** said, well, it wasn't that. **Allison** agreed that the plan seems to be working well for the City. **Allison** said another set of eyes on the amendments, or whatever we have to do to abide by our code - if the amendments will cost more than \$25K, etc. He would be satisfied if the amendments formally were approved by Council. **Lanning** said he never initiated an amendment, they are initiated

by a provider like our prescription benefit provider, to clarify language or by the third-party administrator because they see a glitch in the plan. By amendment I cannot alter the coverage in the plan, I can clarify process and procedure. **Bailer** said he agrees that the plan is working and has been good; he agrees with a medical tourism provision, he's used that in a plan that he has. His point was to just suggest another set of eyes, he doesn't think it will hurt anything, it shouldn't slow anything down, we might not have any other amendments for a while. As far as amendment 5, **Bailer's** concern is if we hire people from elsewhere, it could be a costly benefit, we could be flying people to Florida, Hawaii, all over the place. **Lanning** said the travel reimbursement has to meet criteria for example, the travel cost needs to be less than the savings on the procedure, in order for it to be approved. He went on to say that all of these are out of our purview, he said the third-party administrator approves the claims on travel.

**Meyer** said she is of the opinion that per the memo and attorney advice, maybe the renewals should be approved by Council; in this way there would be a public record. **Mayor Koplin** asked **Lanning** about amendments, when those are approved do they get codified or distributed to the participants in some way. **Lanning** said they get codified. He reiterated that amendments are not coverage amendments, they are procedural amendments.

**M/Bailer S/Glasen** as amendments are made to the self-funded health care plan, Council shall be notified in a meeting before the amendment becomes effective.

**Lanning** said last summer we went 6 weeks without a meeting because we couldn't attain a quorum. **Guard** opined that he doesn't see why Council approval is needed for an administrative act like this. He is ok with a method so that there is a record of it. **Schaefer** agreed with **Guard**, she doesn't think Council needs to approve these, just made aware of them.

**Bailer** said he would change his motion to that. The second concurred. So now before Council was this motion:

**M/Bailer S/Glasen** that the City Manager would bring before Council, in a council packet, all executed amendments to the City self-funded health plan.

Vote on the motion: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

#### 16. Pending Agenda, Calendar and Elected & Appointed Officials lists

Council wanted annual renewal of health care plan contract and subsidiary contract and all amendments put on the Pending Agenda. It was decided there would be a special meeting on **Friday May 24** at 6pm for 2 items, revisit school budget and funding resolution and also bid award for Bidarki roof. **Allison** suggested that, not immediately, but maybe for this fall, Council should look into an ordinance to change the dates for the school budget and funding level approval to coincide with Council's budget instead of in the spring. **Allison** also opined that Council should look at who has access to the attorney, some staff use the attorney more than they need to, perhaps every email/phone call to the attorney should go through the City Manager, he would like the majority of Council to be present for such discussion so maybe after summer season they could look at this. Council asked for an agenda item at the first June meeting to make a decision about whether or not to issue an RFP for a federal lobbyist. **Bailer** suggested we get back to the investment policy - **Lanning** said we will have a work session on that again next time - June 5. **Schaefer** asked **Lanning** to include materials in that work session packet - so they have a chance to look at information ahead of time. Joint CCMCA meeting soon and block out 2-3 hours for this, so preferably not on a regular meeting date. **Lanning** was directed to get with **Mitchell** and coordinate.

#### O. Audience Participation

**Cathy Renfeldt** of the Chamber of Commerce said the Alaska Business Development Center came to town offered business training, also there are online webinars available through the chamber for small business development. She thanked Council for their support of the economic summit which led to this great opportunity. They also installed a kiosk at the chamber with a work station setup where people can make appointments to use that to create a business plan, etc. they can meet with the Business Dev Center staff through that. Also, she mentioned Cleanup Day on May 25 - 10am start time at Cordova Center.

**Kristen Carpenter** of 507 Fourth Street said having heard about all of the needs of the school district and the medical center and the City having learned tonight about their own financial picture, she thinks back to the time and effort Council put in to strategic planning and financial sustainability and the motor fuel tax and other measures that were then overturned by the citizens, she wondered when they could look at putting that back in - she is discouraged that they had come up with a way to distribute the tax burden to the summer influx and it met the fate that it did.

#### P. Council Comments

**Glasen** said he wanted Paul Trumblee to know he likes the fire department too - the fuel tax only taxes about half the gas used in town when you think about the exempt entities. But, he agrees we will be raising revenues, as we have to.

**Bailer** thanked and congratulated **Sam Greenwood** for getting the grant for the Cordova Center stairs.

**Guard** thanked **Cathy** for her service.

**Schaefer** echoed the thanks and congrats – also thanked **Leif Stavig** for budget compilation it looks good.

**Allison** said baseball starts Saturday at 9:30 am. He also thanks **Cathy Sherman** and said without her hard work and effort we wouldn't be sitting in this building. He appreciated **Sam Greenwood** and staff and their work on grants. He commented that when a council member gets an email from someone he should forward to the Clerk so all of Council can have the same information. He was unsure why **Bailer** knew so much about the health insurance amendments, more than other Council members, it seemed. He opined that any correspondence between staff and the attorneys the manager should be cc'd on and if it is determined that maybe the Mayor or the rest of Council should be cc'd on also.

**Meyer** thanked **Cathy Sherman** for all her years of work at the City and everything she did for us to have this great building. Also, so exciting that the stairs that were in the original plans will be put in now too.

**Bailer** wanted to praise the DMV clerk that is so helpful and pleasant and an asset to the City, **Devena Whitcomb**.

#### **Q. Executive Session**

17. Council discussion with City Manager concerning contract renewal – in executive session because the subject is one that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion – City Manager has not requested a public discussion

~~18. Recommendations from City Attorney regarding Beecher v. City of Cordova – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government~~

Agenda item 18 was not necessary tonight.

**M/Allison S/Bailer** to go into an executive session to discuss City Manager contract renewal – in executive session because the subject is one that may tend to prejudice the reputation and character of any person; provided that the person may request a public discussion – City Manager has not requested a public discussion

Vote on the motion: 6 yeas, 0 nays, 1 absent (Jones). Motion was approved.

**Mayor Koplin** recessed the meeting at 9:32 pm to clear the room before the executive session.

Council entered executive session at 9:34 pm and came back into regular session at 10:57 pm.

**Mayor Koplin** stated that they discussed the City Manager's contract with him in the executive session and no action was taken.

#### **R. Adjournment**

**M/Guard S/Glasen** to adjourn the meeting.

Hearing no objection Mayor Koplin adjourned the meeting at 10:57 pm.

Approved: June 5, 2019

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



Susan Bourgeois, CMC  
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 5, 2019 Regular Council Meeting*

**Date of Report:** May 16 – May 31, 2019

**Clerk's Office needs Council Feedback on:** nothing at this time

### **Clerk's Office activities:**

- Attended health insurance meeting presentation on May 17 by City Self-funded health plan's new Pharmacy Benefit Manager (Ventegra)
- Prepared new resolution, agenda and packet for Special Meeting of May 24
- Disseminated the passed/signed/sealed minutes/resolutions from regular meeting of 05-15-19
- Prepared agenda and packet for public hearing, work session and regular meeting of 06-05-19
- Deputy Clerk advertised possible quorum for meeting with Admiral on May 21
- Forwarded Finance reports to Council on CCMC and School payment history – also included in the special meeting packet of May 24
- Discussed the need for Council training with City Attorney and Mayor – added to Pending Agenda
- Found population determination letter from State, enclosed as correspondence in tonight's packet
- Forwarded Northern Economics email/survey request to Mayor and Council and Department Heads/City staff – included as correspondence tonight for public information purposes
- Worked with Finance Department, Human Resources, City Attorney on a City records request
- Forwarded City Lobbyist and LIO emails re legislative happenings
- Reviewed soft release 2019 budget again, offered more input for changes/clarifications
- Signed City payroll and accounts payable checks
- Attended staff meetings
- Deputy Clerk finalizing tax roll in Caselle for insertion of mill rate and then billing of property taxes for 2019 by July 1





THE STATE  
of ALASKA

GOVERNOR MICHAEL J. DUNLEAVY

Department of Commerce, Community,  
and Economic Development

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

550 West Seventh Avenue, Suite 1640  
Anchorage, AK 99501  
Main: 907.269.4501 / 907.269.4581  
Programs fax: 907.269.4539

January 16, 2019

The Honorable Clay Koplin, Mayor  
City of Cordova  
P.O. Box 1210  
Cordova, AK 99574

RE: FY 20 POPULATION FIGURE FOR PROPERTY TAX REVENUE LIMITATION PURPOSES

Dear Mayor:

The Department of Commerce, Community, and Economic Development annually determines the population of each municipality that levies and collects taxes on taxable property pursuant to AS 29.45.080 and AS 29.45.090. These figures are based on numbers compiled by the Department of Labor and Workforce Development.

**The 2018 population of the City of Cordova for Property Tax Revenue Limitation purposes has been determined to be 2,360.**

If you do **not** agree with this alternate population determination, you may appeal the determination to the Commissioner per 3 AAC 131.020. The appeal must be in writing and must be mailed to the Commissioner within 30 days after receipt of this notice of determination. The appeal must include the grounds for the appeal and any relevant evidence.

Please don't hesitate to contact me if you or your staff have any questions related to this matter.

Sincerely,

Julie Anderson  
Commissioner

Cc: Jon Faulkner, Deputy Commissioner, DCCED  
Sandra Moller, Director, DCRA  
Marty McGee, State Assessor, DCRA

### City of Cordova Population Statistics

year	population	% chg
1910	1152	
1920	955	-17.10%
1930	980	2.62%
1940	938	-4.29%
1950	1165	24.20%
1960	1128	-3.18%
1970	1164	3.19%
1980	1879	61.43%
1990	2110	12.29%
2000	2454	16.30%
2001	2454	0.00%
2002	2434	-0.81%
2003	2372	-2.55%
2004	2298	-3.12%
2005	2288	-0.44%
2006	2211	-3.37%
2007	2194	-0.77%
2008	2161	-1.50%
2009	2126	-1.62%
2010	2239	5.32%
2011	2289	2.23%
2012	2316	1.18%
2013	2302	-0.60%
2014	2286	-0.70%
2015	2321	1.53%
2016	2386	2.80%
2017	2279	-4.48%
2018	2360	3.55%

fed census

**From:** Jeannette Lee <Jeannette.Lee@norecon.com>  
**Sent:** Wednesday, May 22, 2019 12:39 AM  
**Subject:** AMHS Survey  
**Attachments:** AHMSResponseForm.docx; Scope of Work.pdf

Greetings,

Northern Economics has been contracted by the State of Alaska Department of Transportation and Public Facilities to analyze options for reshaping the Alaska Marine Highway System, with a focus on reducing the State's financial obligations and/or liabilities. (If you would like to learn more about the project and the alternatives under consideration, the contracted scope of work is attached.)

To aid with the analysis, we plan to interview the mayors and other heads of all communities that are served by AMHS and hope we can count on your input. To begin the process, we are requesting responses from the mayor of your community to an initial set of questions that will guide our discussion. (If your community does not have a mayor, then the equivalent head of the community should respond to the survey.) If you would like to participate, please fill in the attached survey form and email it back to me with your initial responses to the questions below by **May 28, 2019**, or earlier if possible. Northern Economics will contact you to schedule a phone interview to follow up on your answers and give you the opportunity to provide additional feedback.

Thank you in advance for your thoughtful responses to these questions. Again, please respond by May 28. We will review your responses and then get in touch to schedule the follow-up interview. Please feel free to contact me by email if you have any questions or you may reach me by phone through Northern Economics at (907) 274-5600.

Best Regards,

Jeannette Lee  
Analyst  
Northern Economics, Inc

800 E Dimond Blvd, Suite 3-300  
Anchorage, AK 99515

Phone: 907.274.5600  
Website: [www.northerneconomics.com](http://www.northerneconomics.com)

# AMHS Questions for Mayors

Date: May 21, 2019

From: Northern Economics

Please use this form to enter, edit, and store responses to questions. When you've completed your response, you can email this attachment back to [Jeannette.Lee@norecon.com](mailto:Jeannette.Lee@norecon.com).

## Questions for Mayors Regarding AMHS

Q	How do individuals and businesses in your community use the ferry? Please think about residents, visitors, businesses, schools, and other organizations.
A	
Q	What would be an acceptable minimum level of ferry service to your community?
A	
Q	What other changes do you believe could feasibly be made to AMHS that would increase the fiscal health of AMHS?
A	
Q	Is it likely that other forms or providers of transportation services could respond to changes to AMHS service in your community, including passenger and cargo services? Please provide specific examples if you can.
A	
Q	Are there services and benefits that AMHS provides that are not replaceable by these other transportation services?
A	
Q	Are there any surrounding communities not directly served by AMHS that rely significantly on access to AMHS through your community? Please indicate those communities and describe the role the ferry plays in those communities.
A	
Q	Who else in your community should we contact for additional information about the ferry's role?
A	
Q	Do you have any additional comments, questions, or ideas?
A	

*Thank you for your participation!*

## Appendix C | Scope of Work

The Department of Transportation & Public Facilities (DOT&PF), Program Development enters into Contract No. 2519S0079 with Northern Economics, ABL # 251276 to provide consultation on the economic reshaping of the Alaska Marine Highway System (AMHS). This is a firm, fixed-price contract.

The Contractor will assist the Department through its qualified economic/marine expertise to identify potential reductions of the State's financial obligation and/or liability as they relate to the AMHS. The project will include an analysis of options available for reshaping the system, such as through a public/private partnership, and a determination of the various options' feasibility, with targeted implementation by July 1, 2020. The ongoing trend of a less than 35% fare box recovery rate coupled with low passenger and vehicle ridership has contributed to making the AMHS an increasingly expensive system to operate. AMHS will move towards other service options to realize short and long-term cost savings for state government and to promote economic growth in affected regions of the state.

While the Governor's memo and the change records give the example of a public/private partnership, there are many other organizational changes as well as policy changes that could result in lower general fund AMHS costs. The contractor will include in the report, at a minimum, the following options or some combination thereof:

1. Reshape the entire AMHS operation by selling or giving all vessels and terminals to a private entity to run whatever service they can justify economically.
2. Reshape parts of the AMHS by selling or giving some vessels and terminals for the specific purpose of providing service to certain communities, for example communities that are not on the National Highway System (NHS).
3. Transfer AMHS assets to a public corporation that would provide service based on a fixed or zero General Fund amount. The corporation board would set service levels, fares and employee pay.
4. Lease vessels and terminals to a private entity, public corporation or non-profit entity to run as a for-profit business with the state responsible only for vessel and terminal overhaul and refurbishment.
5. Sell or lease vessels to a private entity, public corporation or non-profit entity while retaining the terminals as a state asset. There are examples of this in other states whereby the terminals are still eligible for federal aid.
6. AMHS continues as a state entity but is directed by the Legislature to drop or reduce specific high cost, low volume runs on the assumption that these communities would be serviced by the private sector with its own equipment. AMHS would sell vessels not needed to provide the remaining reduced responsibility.
7. AMHS continues as a state entity but contracts out for service to lower volume expensive routes on the basis that a private entity would use smaller vessels and less expensive crews. Vehicle and passenger service could be provided by different vessels. Current marine union contracts already allow this for Pelican, Gustavus, Hoonah, Angoon, Tenakee, and Kake.
8. Privatize all or some onboard passenger services: stateroom housekeeping, meal service, bars, gift shops, etc., to include consideration of novel freight delivery concepts such as small freight modules shipped aboard vessels without being loaded onto trailers or vehicles.
9. Implement further fare increases, including across the board increases, increases on more expensive runs, demand pricing for high demand periods or events, demand pricing based on percent of remaining vessel capacity, etc.
10. Legislature-directed renegotiation of marine union contracts to reduce vessel operation costs.
11. Evaluate any potential route changes that would reduce the operating cost, especially utilizing existing road links and potential future road links.

The analysis will incorporate pertinent information from previous state-funded AMHS studies such as:

- The 2012 Systems Analysis;
- 2015 Tariff Analysis;
- 2016 Economic Impacts analysis,
- 2017 AMHS Reform Phase 1 and 2 Reports,
- 2017 Annual Traffic Volume Report,
- 2018 Annual Financial Report,
- Various vessel condition reports. Links:

<http://www.amhsreform.com/documents>

<http://www.dot.state.ak.us/amhs/reports.shtml>

The analysis will include the result of telephone interviews with the mayors of the 35 communities currently served by the AMHS as well as any other relevant public and native organizations.

#### **Notices to Proceed (NTP):**

1. **May 3, 2019:** 1<sup>st</sup> NTP - Gap Analysis – Review of all existing reports and data (links above) and telephone interviews.
2. **June 1, 2019:** 2<sup>nd</sup> NTP - Gather additional data identified as-needed by the Gap Analysis.
3. 3<sup>rd</sup> NPT – 1<sup>st</sup> Draft – Due **8/1/2019**.
4. 4<sup>th</sup> NTP – Final Draft – Due **8/23/2019**.
5. 5<sup>th</sup> NTP – Final Report – Due **10/15/2019**.

#### **DELIVERABLES**

The contractor will be required to provide the following deliverables:

- Triage analysis of major routes or groups of routes that identifies the suitability of each for non- or low-subsidized operation, based on vessel(s) traffic density and freight demand (Freight demand on AMHS vessels is constrained to highway legal loads but for outsourced service, this constraint would not apply).
- Two-tier examination of concepts, to first determine the most promising among those identified, and then a second tier more detailed analysis of the final concepts selected.
- Final report, defining the process used, results learned and recommendation(s) for reshaping the AMHS to fulfill the stated goal: “AMHS will move towards other service options to realize short and long-term cost savings for state government and to promote economic growth in affected regions of the state.”
- Monthly progress reports submitted with each monthly invoice. The Progress Reports will be used to keep the Governor’s Office and OMB apprised of progress and will be used as the basis to authorize subsequent NTPs.

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## A memo from Susan Bourgeois, CMC, City Clerk

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DATE: May 30, 2019

TO: Mayor and City Council, public

SUBJECT: Resolution 06-19-24

---

Alaska Statute 29.45.240 and Cordova Municipal Code 5.36.240 require that City Council set the 2019 Mill Rate by June 15, 2019. On May 15, 2019, Council certified the 2019 tax roll putting Cordova's total taxable value for 2019 at \$233,620,381. One mill is equal to about \$233k in property tax revenue (exactly \$233,620.38).

Cordova Municipal Code 1.18.010 requires that resolutions creating or establish rates require public hearings which is why there is one scheduled for June 5, 2019 previous to the regular meeting where Resolution 06-19-24 will be considered by the City Council.

The resolution contains a mill rate of 10.85 which would achieve revenue of \$2,534,781.13 – the closest that is greater than or equal to \$2,533,433, going out only 2 decimal places, which was the revenue goal set when Council passed the 2019 budget in December of 2018.

RECOMMENDED MOTION: Move to approve Resolution 06-19-24.

REQUIRED ACTION: Majority roll call vote.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-19-24**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
SETTING THE MILL RATE FOR THE 2019 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; and

**WHEREAS**, on December 19, 2018, Council approved Resolution 12-18-33 adopting the 2019 City budget which included property tax revenue of ~~\$2,533,433~~; and

**WHEREAS**, on May 15, 2019, Council approved certification of the 2019 property tax roll which set Cordova's total taxable value at ~~\$233,620,381~~.

**NOW, THEREFORE BE IT RESOLVED THAT** the City Council of the City of Cordova, Alaska, hereby sets the mill rate for 2019 real property at **10.85** mills for all properties in the City of Cordova.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF JUNE 2019**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

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



<u>total taxable value</u>		<u>prop tax revenue in 2019 City budget</u>	
\$233,620,381		\$2,533,433	
<u>mill rate of:</u>		<u>would equal revenue of:</u>	
10.85		\$2,534,781	
<u>if csd &amp; ccmc contributions were from prop tax for 2019</u>			
csd	\$233,620,381	7.49	\$1,750,000
ccmc	\$233,620,381	2.57	\$600,000
		<b>10.06</b>	<b>\$2,350,000</b>
<u>if csd @ ask &amp; ccmc @ dbl were from prop tax for 2019</u>			
csd	\$233,620,381	8.35	\$1,950,000
ccmc	\$233,620,381	5.14	\$1,200,000
		<b>13.48</b>	<b>\$3,150,000</b>
\$233,620,381	10.85	\$2,534,781	
\$233,620,381	11.35	\$2,651,591	up 1/2 mill
\$233,620,381	11.85	\$2,768,402	up 1 mill
\$233,620,381	12.35	\$2,885,212	up 1.5 mills
on \$233,620,381 each one mill increase equals			<b>\$233,620</b>

## **Alaska Statute:**

### **Sec. 29.45.240. Establishment of levy and determination of rate.**

(a) The power granted to a municipality to assess, levy, and collect a property tax shall be exercised by means of an ordinance. The rate of levy, the date of equalization, and the date when taxes become delinquent shall be fixed by resolution.

(b) A municipality shall annually determine the rate of levy **before June 15**. By July 1 the tax collector shall mail tax statements setting out the levy, dates when taxes are payable and delinquent, and penalties and interest.

## **Cordova Municipal Code:**

### **5.36.240 - Amount set by resolution.**

The council shall thereupon by resolution **annually before June 15th** fix a rate of tax levy and designate the number of mills upon each dollar of value of assessed taxable real property that shall be levied.

(Ord. 777 (part), 1996: prior code § 13.126, as amended during 1979 codification).

### **1.18.010 - Resolutions.**

A. Resolutions are acts of council which are not required to be enacted by an ordinance, such as authorizing a municipal official to undertake certain acts and acts not being of a permanent nature. **Resolutions creating or establishing rates shall require adequate public notice with one public hearing before passage.** Resolutions are formal acts of council required in accordance with charter, code, state and/or federal law.

B. All resolutions are a permanent record of the city and shall bear the following:

1. The heading "City of Cordova, Alaska";
2. Serial number as "Resolution \_\_\_\_\_":
  - a. Annually the serial number first number(s) shall denote the month; the second number(s) shall denote the year; and the third number(s) shall denote consecutive numbers indicating the total number of resolutions passed during a calendar year;
3. Resolving clause "PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_ (YEAR)" with designated lines for the mayor and clerk's signatures;
4. Passage of a resolution may be by a majority vote of a quorum present unless specifically required by charter or code to require a majority vote of all the members of the city council.

(Ord. 723, 1994).

## Chapter 1.18 – RESOLUTIONS

### 1.18.010 - Resolutions.

- A. Resolutions are acts of council which are not required to be enacted by an ordinance, such as authorizing a municipal official to undertake certain acts and acts not being of a permanent nature. Resolutions creating or establishing rates shall require adequate public notice with one public hearing before passage. Resolutions are formal acts of council required in accordance with charter, code, state and/or federal law.
- B. All resolutions are a permanent record of the city and shall bear the following:
1. The heading "City of Cordova, Alaska";
  2. Serial number as "Resolution \_\_\_\_\_":
    - a. Annually the serial number first number(s) shall denote the month; the second number(s) shall denote the year; and the third number(s) shall denote consecutive numbers indicating the total number of resolutions passed during a calendar year;
  3. Resolving clause "PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_ (YEAR)" with designated lines for the mayor and clerk's signatures;
  4. Passage of a resolution may be by a majority vote of a quorum present unless specifically required by charter or code to require a majority vote of all the members of the city council.

(Ord. 723, 1994).



**AGENDA ITEM 14**  
**City Council Meeting Date: 6/5/2019**  
**CITY COUNCIL COMMUNICATION FORM**

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**FROM:** Dean Baugh, Interim Finance Director  
**DATE:** 5/28/2019  
**ITEM:** FY19 Budget amendment for Sewer Department Vehicle Replacement  
**NEXT STEP:** Council approves Resolution 06-19-25

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\_\_\_ ORDINANCE       X  RESOLUTION  
\_\_\_ MOTION        \_\_\_ INFORMATION

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**I. REQUEST OR ISSUE:** Amendment to the FY19 adopted budget in the amount of \$38,078 for replacement of Sewer Department vehicle.

**II. RECOMMENDED ACTION / NEXT STEP:** Council approval of Resolution 06-19-25 to amend the FY19 adopted budget by \$38,078.

**III. FISCAL IMPACTS:**

This is to amend the following budget line items by \$38,078

Account	Current	Proposed	Adjustment	Description
503-390-41095	\$-0-	\$18,499	\$18,499	Revenue –Sewer reserves
503-401-55010	\$32,375	\$50,874	\$18,499	Equipment & Furnishings
703-390-41095	\$-0-	\$19,579	\$19,579	Revenue-Sewer Depreciation Reserves
703-841-55010	\$-0-	\$19,579	\$19,579	Equipment & Furnishings

**IV. BACKGROUND INFORMATION:** Council approved the purchase of a 2018 Ford V-8  $\frac{3}{4}$  ton 4x4 utility truck for the sewer department at the 11/21/18 council meeting in the amount of \$38,078. The vehicle was ordered at that time. The vehicle was not received until May 2019 at which time the 2018 authorized budget amount had lapsed. This resolution re-appropriates the \$38,078 in the 2019 budget for the purchase of the vehicle.

**CITY OF CORDOVA, ALASKA  
RESOLUTION 06-19-25**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,  
AUTHORIZING AMENDMENT TO THE FY19 BUDGET IN THE AMOUNT OF \$38,078.**

**WHEREAS**, The City Council of the City of Cordova, Alaska has adopted the City Operating Budget and appropriated funds for FY 19 for the period of January 1, 2019 to December 31, 2019; and

**WHEREAS**, City staff is requesting amendment to the FY19 budget in the amount of \$38,078, for purchase of a utility vehicle for the sewer enterprise fund; and

**WHEREAS**, this purchase was approved by the City Council in November 2018, at which time the vehicle was ordered; the vehicle did not arrive in Cordova and therefore, the City was not required to pay for the vehicle until May 2019; and

**WHEREAS**, funding shall be appropriated in the following amounts to the following line items:

Account	Current	Proposed	Adjustment	Description
503-390-41095	\$-0-	\$18,499	\$18,499	Revenue –Sewer reserves
503-401-55010	\$32,375	\$50,874	\$18,499	Equipment & Furnishings
703-390-41095	\$-0-	\$19,579	\$19,579	Revenue-Sewer Depreciation Reserves
703-841-55010	\$-0-	\$19,579	\$19,579	Equipment & Furnishings

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Cordova, Alaska that amendment to the FY19 Budget in the amount of \$38,078 as specified in the above chart is hereby authorized and approved.

**PASSED AND APPROVED THIS 5<sup>th</sup> DAY OF JUNE 2019.**

\_\_\_\_\_  
Clay R. Koplin, Mayor

ATTEST:

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



## City Council of the City of Cordova, Alaska

### Pending Agenda June 5, 2019 Regular Council Meeting

#### A.

#### Future agenda items - topics put on PA with no specific date

- 1) Code change re Council member service on boards/commissions, re mobile restaurant approval
- 2) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
- 3) Harbor expansion Town Hall type meeting - public input
- 4) Strategic Planning - revisit plan - schedule the next work session for this
- 5) Resolution 12-18-36 re E-911, will be back when a plan has been made, referred 12/19/18
- 6) Work Session w/ ADF&G re fisheries management decisions and their economic impact to Cordova
- 7) Joint work session with Harbor Commission on Waterfront Development
- 8) Summer schedule - gauge interest in 1 meeting per month: June, July, August
- 9) Renewal of health care plan including subsidiary contracts and all amendments to date
- 10) Code change so school funding request comes later in year not May 1
- 11) Council discussion about Attorney billing/staff attorney use guidelines - fall 2019
- 12) Council/board training with City Attorney - summer/fall 2019?

#### B.

#### Upcoming Meetings, agenda items and/or events:

- 1) Capital Priorities List and Resolution to come before Council quarterly:
 

<b>6/5/2019</b>	<b>9/4/2019</b>	<b>12/4/2019</b>	<b>3/4/2020</b>
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- 2) Staff quarterly reports will be in the following packets:
 

<b>7/17/2019</b>	<b>10/16/2019</b>	<b>1/15/2020</b>	<b>4/15/2020</b>
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- 3) Healthcare study joint meetings Council, CCMCA Board & NVETC - mtg of the principles held 1/29/19  
next principles mtg: June 4, 2019
- 5) Alaska Municipal League fall conference including training **November 18-22**  
<http://www.akml.org/conferences/> let Clerk know if interested in attending
- 6) Final Comprehensive Plan should be ready for Council approval in **October 2019**
- 7) Council availability for Joint Meeting (2-3 hrs) with CCMCA - **June 11, 12**; other possible dates

**Clear direction should be given to Clerk/Manager on any proposed agenda item  
including who is being tasked / what the action will be / when it will be on an agenda**

item for action

tasking which staff

proposed date

- 1) ...
- 2) ...
- 3) ...

Mayor Koplin or the City Manager can either agree to such an item and that will automatically place it on an agenda, or a second Council member can concur with the sponsoring Council member.



## City Council of the City of Cordova, Alaska

### Pending Agenda June 5, 2019 Regular Council Meeting

#### D. Membership of existing advisory committees of Council formed by resolution:

- 1) Fisheries Advisory Committee:
 

authorizing resolution 04-03-45	1-Torie Baker, chair (Marine Adv Prgm)	2-Jeremy Botz (ADF&G)
approved Apr 16, 2003	3-Tim Joyce (PWSAC)	4-Jim Holley (AML)
Mayor Koplin is currently contacting existing members and hopes to have new appointments for Council concurrence soon	5-Chelsea Haisman (fisherman)	6-Tommy Sheridan (processor)
  
- 2) Cordova Trails Committee:
 

re-auth res 11-18-29 app 11/7/18	1-Elizabeth Senear	2-Toni Godes
auth res 11-09-65 app 12/2/09	3-Dave Zastrow	4-Ryan Schuetze
	5-Wendy Ranney	6-Michelle Hahn
  
- 3) Fisheries Development Committee:
 

authorizing resolution 12-16-43	1-Warren Chappell	2-Andy Craig	3-Bobby Linville
approved Dec 23, 2016	4-Gus Linville	5-Tommy Sheridan	6-Bob Smith
  
- 4) Comprehensive Plan Committee:
 

authorizing resolution 10-18-28	1-Cathy Long	2-Kristin Carpenter	3-Tom McGann
approved Oct 3, 2018	4-Nancy Bird	5-Brooke Johnson	6-Katrina Hoffman
	7-Bret Bradford	8-Dave Zastrow	9-Olivia Carroll
	10-	11-	12-

#### E. City of Cordova appointed reps to various non-City Boards/Councils/Committees:

- 1) Prince William Sound Regional Citizens Advisory Council
 

<b>Robert Beedle</b>	re-appointed June 2018	2 year term until May 2020
	re-appointed March 2016	
	re-appointed March 2014	
	appointed April 2013	
  
- 2) Prince William Sound Aquaculture Corporation Board of Directors
 

<b>Tom Bailer</b>	re-appointed October 2018	3 year term until Sept 2021
	appointed February 2017-filled a vacancy	
  
- 3) Southeast Conference AMHS Reform Project Steering Committee
 

<b>Mike Anderson</b>	appointed April 2016	until completion of project
<b>Sylvia Lange</b>	alternate	

**JUNE**  
**2019**

CALENDAR MONTH	JUNE
CALENDAR YEAR	2019
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	Notes			Cncl - 1st & 3rd Wed	

## Notes

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

**CCA**-Community Rm A  
**CCB**-Community Rm B  
**CCM**-Mayor's Conf Rm  
**CCER**-Education Room






**LN**-Library Fireplace Nook  
**CRG**-Copper River Gallery  
**HCR**-CCMC Conference Room

Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs



# JULY 2019

CALENDAR MONTH **JULY**  
 CALENDAR YEAR **2019**  
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1	2	3	4  Independence Day	5	6
			6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB	July 4th Holiday City Hall Offices Closed		
7	8	9	10	11	12  July 12-13, 2019	13 Alaska Salmon Runs 
		6:30 P&Z CCAB	7:00 Sch Bd HSL 7:00 Harbor Cms CCM			
14	15	16  4H Music Camp July 15-19	17 6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB 5:30 CTC Board Meeting	18	19 	20
21	22	23	24	25	26	27
			6:00 CEC Board Meeting	6:00 CCMCAB HCR		
28	29	30	31	1	2	3
		6:00 P&R CCM				
4	5	Notes				

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

CCA-Community Rm A  
 CCB-Community Rm B  
 CCM-Mayor's Conf Rm  
 CCER-Education Room

LN-Library Fireplace Nook  
 CRG-Copper River Gallery  
 HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed  
 P&Z - 2nd Tues  
 SchBd, Hrb Cms - 2nd Wed  
 CTC - 3rd Wed  
 P&R - last Tues  
 CEC - 4th Wed  
 CCMCA Bd - last Thurs

# AUGUST 2019

CALENDAR MONTH	AUGUST
CALENDAR YEAR	2019
1ST DAY OF WEEK	SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

6:00 Council work session  
6:45 Council pub hrg  
(maybe) CCAB  
7:00 Council reg mtg CCAB

7:00 Sch Bd HSL

6:30 P&Z CCAB

7:00 Harbor Cms CCM

6:00 Council work session  
6:45 Council pub hrg  
(maybe) CCAB  
7:00 Council reg mtg CCAB

5:30 CTC Board Meeting

6:00 P&R CCM

6:00 CEC Board Meeting

6:00 CCMCAB HCR

First DAY OF School

## Notes

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

CCA-Community Rm A  
CCB-Community Rm B  
CCM-Mayor's Conf Rm  
CCER-Education Room

LN-Library Fireplace Nook  
CRG-Copper River Gallery  
HCR-CCMC Conference Room

Cncl - 1st & 3rd Wed  
P&Z - 2nd Tues  
SchBd, Hrb Cms - 2nd Wed  
CTC - 3rd Wed  
P&R - last Tues  
CEC - 4th Wed  
CCMCA Bd - last Thurs

# 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>	<b>Clay Koplin</b>	March 5, 2019	March-22
3 years	<a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a>	March 1, 2016	
Council members:			
Seat A:	<b>Tom Bailer</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a>		
Seat B:	<b>Kenneth Jones</b>	March 7, 2017	March-20
3 years	<a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a>		
Seat C:	<b>Jeff Guard</b>	March 7, 2017	March-20
3 years	<a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a>		
Seat D:	<b>Melina Meyer, Vice Mayor</b>	March 6, 2018	March-21
3 years	<a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a>		
Seat E:	<b>Anne Schaefer</b> <small>elected by cncl</small>	March 6, 2018	March-21
3 years	<a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a>	December 6, 2017	
Seat F:	<b>David Allison</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a>	March 1, 2016	
Seat G:	<b>David Glasen</b>	March 5, 2019	March-22
3 years	<a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a>		

## Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	<b>Barb Jewell, President</b>	March 5, 2019	March-22
	<a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a>	March 1, 2016	
		March 5, 2013	
3 years	<b>Bret Bradford</b> <a href="mailto:bbradford@cordovasd.org">bbradford@cordovasd.org</a>	March 6, 2018	March-21
		March 3, 2015	
3 years	<b>Tammy Altermott</b>	March 5, 2019	March-22
	<a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a>	March 1, 2016	
		March 5, 2013	
3 years	<b>Peter Hoepfner</b>	March 6, 2018	March-21
		March 3, 2015	
	<a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a>	March 6, 2012	
		March 3, 2009	
		March 7, 2006	
3 years	<b>Sheryl Glasen</b>	March 7, 2017	March-20
	<a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a>	March 4, 2014	
	<i>Vacant (appointed, non-voting)</i>		
	<i>City Council Rep</i>		

seat up for re-election in 2020	<b>vacant</b>
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board/commission chair
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seat up for re-appt in Nov 19
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# City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

## CCMC Authority - Board of Directors - Elected

length of term			Date Elected	Term Expires
3 years	<b>Kristin Carpenter</b>		March 7, 2017	March-20
3 years	<b>Greg Meyer, Chair</b>	elected by board to fill a vacancy due to resignation	March 5, 2019	March-22
			July 19, 2018	
3 years	<b>vacant</b>		March 5, 2019	March-22
3 years	<b>Linnea Ronnegard</b>		March 6, 2018	March-21
3 years	<b>Gary Graham</b>	elected by board to fill a vacancy due to resignation	March 5, 2019	March-21
			May 31, 2018	

## Library Board - Appointed

length of term			Date Appointed	Term Expires
3 years	<b>Mary Anne Bishop, Chair</b>		November-16	November-19
			November-13	
			November-10	
			November-06	
3 years	<b>Wendy Ranney</b>		November-18	November-21
			November-15	
			April-13	
3 years	<b>Sherman Powell</b>		June-18	November-19
3 years	<b>Sarah Trumblee</b>		February-18	November-20
3 years	<b>Krysta Williams</b>		February-18	November-20

## Planning and Zoning Commission - Appointed

length of term			Date Appointed	Term Expires
3 years	<b>Nancy Bird</b>		November-16	November-19
3 years	<b>Allen Roemhildt</b>		November-16	November-19
			January-14	
3 years	<b>Scott Pegau, vice chair</b>		November-17	November-20
			December-14	
			December-11	
3 years	<b>John Baenen</b>		November-18	November-21
			November-15	
			December-12	
3 years	<b>Tom McGann, chair</b>		November-17	November-20
			December-14	
			December-11	
			April-11	
3 years	<b>Chris Bolin</b>		November-18	November-21
			September-17	
3 years	<b>Trae Lohse</b>		November-18	November-20

seat up for re-appt in Nov 19

seat up for re-election in 2019

**vacant**

board/commission chair

# City of Cordova, Alaska Elected Officials & Appointed Members of City Boards and Commissions

## Harbor Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Mike Babic	November-17	November-20
3 years	Andy Craig	November-16	November-19
3 years	Max Wiese	November-17	November-20
		January-14	
		March-11	
3 years	Ken Jones	November-16	November-19
		February-13	
3 years	Jacob Betts, Chair	November-18	November-21
		November-15	

## Parks and Recreation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	November-18	November-21
		November-15	
		August-14	
3 years	Anne Schaefer	November-17	November-20
3 years	Ryan Schuetze	August-18	November-21
3 years	Kirsti Jurica	November-18	November-21
3 years	Marvin VanDenBroek	November-16	November-19
		February-14	
3 years	Karen Hallquist	November-16	November-19
		November-13	
3 years	Dave Zastrow	November-17	November-20
		February-15	
		September-14	

## Historic Preservation Commission - Appointed

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman	August-16	November-19
3 years	Heather Hall	August-16	November-19
3 years	Brooke Johnson	August-16	November-19
3 years	John Wachtel	November-18	November-21
		August-16	
3 years	Wendy Ranney	November-18	November-21
3 years	Nancy Bird	November-18	November-21
		November-17	
3 years	Jim Casement, Chair	November-17	November-20

seat up for re-election in 2019

board/commission chair

seat up for re-appt in Nov 19

**vacant**