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


I. Consideration of Bids - none
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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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 9th 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

FROM: Samantha Greenwood, Public Works Director, Tony Schinella, Harbormaster
DATE: 5/28/2019
ITEM: Resolution Supporting BUILD Grant Application

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 HARBOUR

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 5th DAY OF JUNE 2019

______________________________
Clay R. Koplin, Mayor

ATTEST:

______________________________
Susan Bourgeois, CMC, City Clerk
AGENDA ITEM 7
City Council Meeting Date: 6/05/2019
CITY COUNCIL COMMUNICATION FORM

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

_____ ORDINANCE  ____ RESOLUTION  _____ MOTION  _____ INFORMATION

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 5th DAY OF JUNE 2019.

__________________________________
Clay R. Koplin, Mayor

Attest:

__________________________________
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 Glansen 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 121st 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 commissioner 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 7th 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: Glasen 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. Baier 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 $613k.

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

K. Correspondence
10. AML letter of April 3, 2019, signed by multiple mayors
11. 04-18-19 CVED, Mayor & Manager letter of thanks to Valdez for Fire Truck
12. 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/Baier 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. Baier 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. Glasen opposes the amendment. Bailor 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; Glasen-no and Bailor-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. Glasen 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; Glasen-yes; Bailor-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 $500k 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/Bailor 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/Bailor S/Schaefer to discuss the city’s self-funded plan.

Hearing no objection, the motion was approved.

Bailor 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 Premera 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 Premere 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 set a limit, amendment 5 was intended to put conditions on the travel reimbursement; this was also suggested by our third-party administrator. Glasen 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. Glasen said he is making that statement because that is what he understands is what the concern was; Bailor 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. Glasen 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. Bauer 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, Bauer’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/Bauer 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. Bauer said he would change his motion to that. The second concurred. So now before Council was this motion: M/Bauer 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.

P. 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. Bauer thanked and congratulated Sam Greenwood for getting the grant for the Cordova Center stairs.
Guard thanked Cathy for her service.

Schafer 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 Bailar 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
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
- Preparad 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
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

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<thead>
<tr>
<th>Year</th>
<th>Population</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>1910</td>
<td>1152</td>
<td></td>
</tr>
<tr>
<td>1920</td>
<td>955</td>
<td>-17.10%</td>
</tr>
<tr>
<td>1930</td>
<td>980</td>
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<tr>
<td>1940</td>
<td>938</td>
<td>-4.29%</td>
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<tr>
<td>1950</td>
<td>1165</td>
<td>24.20%</td>
</tr>
<tr>
<td>1960</td>
<td>1128</td>
<td>-3.18%</td>
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<tr>
<td>1970</td>
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<tr>
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<tr>
<td>2018</td>
<td>2360</td>
<td>3.55%</td>
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</table>

Fed Census
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
# 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.

## Questions for Mayors Regarding AMHS

<table>
<thead>
<tr>
<th>Q</th>
<th>How do individuals and businesses in your community use the ferry? Please think about residents, visitors, businesses, schools, and other organizations.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>What would be an acceptable minimum level of ferry service to your community?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>What other changes do you believe could feasibly be made to AMHS that would increase the fiscal health of AMHS?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>Are there services and benefits that AMHS provides that are not replaceable by these other transportation services?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>Who else in your community should we contact for additional information about the ferry’s role?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Q</th>
<th>Do you have any additional comments, questions, or ideas?</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
</tr>
</tbody>
</table>

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

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 5th DAY OF JUNE 2019

______________________________
Clay R. Koplin, Mayor

ATTEST:

______________________________
Susan Bourgeois, CMC, City Clerk
<table>
<thead>
<tr>
<th>total taxable value</th>
<th>prop tax revenue in 2019 City budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$233,620,381</td>
<td>$2,533,433</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>mill rate of:</th>
<th>would equal revenue of:</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.85</td>
<td>$2,534,781</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>if csd &amp; ccmc contributions were from prop tax for 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>csd</td>
</tr>
<tr>
<td>ccmc</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>if csd @ ask &amp; ccmc @ dbl were from prop tax for 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>csd</td>
</tr>
<tr>
<td>ccmc</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

| $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 $233,620
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.


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.

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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

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

___ ORDINANCE  _X_ RESOLUTION
___ MOTION  ___ INFORMATION

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

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<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Adjustment</th>
<th>Description</th>
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<td>$18,499</td>
<td>$18,499</td>
<td>Revenue – Sewer reserves</td>
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<td>$50,874</td>
<td>$18,499</td>
<td>Equipment &amp; Furnishings</td>
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<td>$19,579</td>
<td>Revenue-Sewer Depreciation Reserves</td>
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<td>$19,579</td>
<td>$19,579</td>
<td>Equipment &amp; Furnishings</td>
</tr>
</tbody>
</table>

IV. BACKGROUND INFORMATION: Council approved the purchase of a 2018 Ford V-8 ¾ 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:

<table>
<thead>
<tr>
<th>Account</th>
<th>Current</th>
<th>Proposed</th>
<th>Adjustment</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>503-390-41095</td>
<td>$-0-</td>
<td>$18,499</td>
<td>$18,499</td>
<td>Revenue–Sewer reserves</td>
</tr>
<tr>
<td>503-401-55010</td>
<td>$32,375</td>
<td>$50,874</td>
<td>$18,499</td>
<td>Equipment &amp; Furnishings</td>
</tr>
<tr>
<td>703-390-41095</td>
<td>$-0-</td>
<td>$19,579</td>
<td>$19,579</td>
<td>Revenue-Sewer Depreciation Reserves</td>
</tr>
<tr>
<td>703-841-55010</td>
<td>$-0-</td>
<td>$19,579</td>
<td>$19,579</td>
<td>Equipment &amp; Furnishings</td>
</tr>
</tbody>
</table>

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 5th DAY OF JUNE 2019.

__________________________________  
Clay R. Koplin, Mayor

ATTEST:

__________________________________  
Susan Bourgeois, CMC, City Clerk
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:

2) Staff quarterly reports will be in the following packets:
   7/17/2019  10/16/2019  1/15/2020  4/15/2020

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 Leage 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:
   - 1-Torie Baker, chair (Marine Adv Prgm)
   - 2-Jeremy Botz (ADF&G)
   - 3-Tim Joyce (PWSAC)
   - 4-Jim Holley (AML)
   - 5-Chelsea Haisman (fisherman)
   - 6-Tommy Sheridan (processor)
   Mayor Koplin is currently contacting existing members and hopes to have new appointments for Council concurrence soon

   authorizing resolution 04-03-45
   approved Apr 16, 2003

2) Cordova Trails Committee:
   - 1-Elizabeth Senear
   - 2-Toni Godes
   - 3-Dave Zastrow
   - 4-Ryan Schuetze
   - 5-Wendy Ranney
   - 6-Michelle Hahn

   re-auth res 11-18-29 app 11/7/18
   auth res 11-09-65 app 12/2/09

3) Fisheries Development Committee:
   - 1-Warren Chappell
   - 2-Andy Craig
   - 3-Bobby Linville
   - 4-Gus Linville
   - 5-Tommy Sheridan
   - 6-Bob Smith

   authorizing resolution 12-16-43
   approved Dec 23, 2016

4) Comprehensive Plan Committee:
   - 1-Cathy Long
   - 2-Kristin Carpenter
   - 3-Tom McGann
   - 4-Nancy Bird
   - 5-Brooke Johnson
   - 6-Katrina Hoffman
   - 7-Bret Bradford
   - 8-Dave Zastrow
   - 9-Olivia Carroll
   - 10-
   - 11-
   - 12-

   authorizing resolution 10-18-28
   approved Oct 3, 2018

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

1) Prince William Sound Regional Citizens Advisory Council
   - Robert Beedle
     - 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
   - Tom Bailar
     - re-appointed October 2018
     - 3 year term until Sept 2021
     - appointed February 2017-filled a vacancy

3) Southeast Conference AMHS Reform Project Steering Committee
   - Mike Anderson
     - appointed April 2016
     - until completion of project
   - Sylvia Lange
     - alternate
# June 2019

<table>
<thead>
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<th>Sunday</th>
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**Notes**

- P&Z CCAB: 6:30 P&Z CCAB
- 7:00 Harbor Cms CCM
- 7:00 Sch Bd HSL
- CCMCAB HCR: 6:00 CCMCAB HCR
- 5:30 CTC Board Meeting
- 6:00 CEC Board Meeting
- 6:45 Council pub hrg (maybe) CCAB
- 6:00 Council work session
- 7:00 Council reg mtg CCAB
- 6:00 Council work session
- 7:00 Council reg mtg CCAB
- 6:00 Council work session
- 7:00 Council reg mtg CCAB
- 6:00 Council work session
- 7:00 Council reg mtg CCAB

**Legend:**

- CCAB - Community Rms A&B
- CCB - Community Rm B
- CCM - Mayor’s Conf Rm
- CCER - Education Room
- LN - Library Nook Fireplace
- CRG - Copper River Gallery
- HCR - CCMC Conference Room

**Schedule**

- Cncl - 1st & 3rd Wed
- P&Z - 2nd Tues
- Sch Bd, Hlb Cms - 2nd Wed
- CTC - 3rd Wed
- P&R - last Tues
- CEC - 4th Wed
- CCMCA Bd - last Thurs
## JULY 2019

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<td></td>
<td>July 4th Holiday</td>
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<td>City Hall Offices Closed</td>
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<td></td>
<td>6:30 P&amp;Z CCAB</td>
<td>7:00 Harbor Cms CCM</td>
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<td>July 12-13, 2019</td>
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### 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

### Key Dates

- **July 4th Holiday**: July 4th, 2019  
- **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

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</tbody>
</table>

### Notes

- **Legend:**
  - **CCAB** - Community Rms A&B
  - **HSL** - High School Library
  - **CCA** - Community Rm A
  - **CCB** - Community Rm B
  - **CM** - Mayor’s Conf Rm
  - **CCER** - Education Room
  - **LN** - Library Fireplace Nook
  - **CRG** - Copper River Gallery
  - **HCR** - CCMC Conference Room

### Calendar Schedule

- **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

- **6:00 Council work session**
- **6:45 Council pub hrg**
- **7:00 Council reg mtg**
- **5:30 CTC Board Meeting**
- **6:00 CCMCAB HCR**
City of Cordova, Alaska Elected Officials
& Appointed Members of City Boards and Commissions

Mayor and City Council - Elected

<table>
<thead>
<tr>
<th>seat/length of term</th>
<th>email</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mayor: Clay Koplin</td>
<td><a href="mailto:Mayor@cityofcordova.net">Mayor@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
<td></td>
<td>March 1, 2016</td>
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</tr>
</tbody>
</table>

Council members:

<table>
<thead>
<tr>
<th>seat/length of term</th>
<th>email</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seat A: Tom Bailer</td>
<td><a href="mailto:CouncilSeatA@cityofcordova.net">CouncilSeatA@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seat B: Kenneth Jones</td>
<td><a href="mailto:CouncilSeatB@cityofcordova.net">CouncilSeatB@cityofcordova.net</a></td>
<td>March 7, 2017</td>
<td>March-20</td>
</tr>
<tr>
<td>3 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seat C: Jeff Guard</td>
<td><a href="mailto:CouncilSeatC@cityofcordova.net">CouncilSeatC@cityofcordova.net</a></td>
<td>March 7, 2017</td>
<td>March-20</td>
</tr>
<tr>
<td>3 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Seat D: Melina Meyer, Vice Mayor</td>
<td><a href="mailto:CouncilSeatD@cityofcordova.net">CouncilSeatD@cityofcordova.net</a></td>
<td>March 6, 2018</td>
<td>March-21</td>
</tr>
<tr>
<td>3 years</td>
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<td></td>
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</tr>
<tr>
<td>Seat E: Anne Schaefer</td>
<td>elected by cncl</td>
<td>March 6, 2018</td>
<td>March-21</td>
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<tr>
<td>3 years</td>
<td><a href="mailto:CouncilSeatE@cityofcordova.net">CouncilSeatE@cityofcordova.net</a></td>
<td>December 6, 2017</td>
<td></td>
</tr>
<tr>
<td>Seat F: David Allison</td>
<td><a href="mailto:CouncilSeatF@cityofcordova.net">CouncilSeatF@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
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<tr>
<td>3 years</td>
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</tr>
<tr>
<td>Seat G: David Glasen</td>
<td><a href="mailto:CouncilSeatG@cityofcordova.net">CouncilSeatG@cityofcordova.net</a></td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
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Cordova School District School Board - Elected

<table>
<thead>
<tr>
<th>length of term</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years Barb Jewell, President</td>
<td><a href="mailto:bjewell@cordovasd.org">bjewell@cordovasd.org</a></td>
<td>March 5, 2019</td>
</tr>
<tr>
<td>3 years Bret Bradford</td>
<td><a href="mailto:bbradford@cordovasd.org">bbradford@cordovasd.org</a></td>
<td>March 6, 2018</td>
</tr>
<tr>
<td>3 years Tammy Altermott</td>
<td><a href="mailto:taltermott@cordovasd.org">taltermott@cordovasd.org</a></td>
<td>March 5, 2019</td>
</tr>
<tr>
<td>3 years Peter Hoepfner</td>
<td><a href="mailto:phoepfner@cordovasd.org">phoepfner@cordovasd.org</a></td>
<td>March 6, 2018</td>
</tr>
<tr>
<td>3 years Sheryl Glasen</td>
<td><a href="mailto:saglasen@cordovasd.org">saglasen@cordovasd.org</a></td>
<td>March 7, 2017</td>
</tr>
</tbody>
</table>

Vacant (appointed, non-voting)

City Council Rep

Vaccant

board/commission chair

seat up for re-appt in Nov 19
## CCMC Authority - Board of Directors - Elected

<table>
<thead>
<tr>
<th>length of term</th>
<th>Name</th>
<th>Date Elected</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years</td>
<td>Kristin Carpenter</td>
<td>March 7, 2017</td>
<td>March-20</td>
</tr>
<tr>
<td>3 years</td>
<td>Greg Meyer, Chair</td>
<td>March 5, 2019</td>
<td>March-22</td>
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<tr>
<td></td>
<td></td>
<td>July 19, 2018</td>
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<tr>
<td>3 years</td>
<td>vacant</td>
<td>March 5, 2019</td>
<td>March-22</td>
</tr>
<tr>
<td>3 years</td>
<td>Linnea Ronnegard</td>
<td>March 6, 2018</td>
<td>March-21</td>
</tr>
<tr>
<td>3 years</td>
<td>Gary Graham</td>
<td>May 31, 2018</td>
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## Library Board - Appointed

<table>
<thead>
<tr>
<th>length of term</th>
<th>Name</th>
<th>Date Appointed</th>
<th>Term Expires</th>
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</thead>
<tbody>
<tr>
<td>3 years</td>
<td>Mary Anne Bishop, Chair</td>
<td>November-16</td>
<td>November-19</td>
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<td>November-13</td>
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<td>November-06</td>
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<tr>
<td>3 years</td>
<td>Wendy Ranney</td>
<td>November-18</td>
<td>November-21</td>
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<td>April-13</td>
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<tr>
<td>3 years</td>
<td>Sherman Powell</td>
<td>June-18</td>
<td>November-19</td>
</tr>
<tr>
<td>3 years</td>
<td>Sarah Trumblee</td>
<td>February-18</td>
<td>November-20</td>
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<tr>
<td>3 years</td>
<td>Krysta Williams</td>
<td>February-18</td>
<td>November-20</td>
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## Planning and Zoning Commission - Appointed

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<th>Name</th>
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<th>Term Expires</th>
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<tr>
<td>3 years</td>
<td>Nancy Bird</td>
<td>November-16</td>
<td>November-19</td>
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<tr>
<td>3 years</td>
<td>Allen Roemboldt</td>
<td>November-16</td>
<td>November-19</td>
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<td>January-14</td>
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<tr>
<td>3 years</td>
<td>Scott Pegau, vice chair</td>
<td>November-17</td>
<td>November-20</td>
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<td></td>
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<td>December-14</td>
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<td>December-11</td>
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<tr>
<td>3 years</td>
<td>John Baenen</td>
<td>November-18</td>
<td>November-21</td>
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<td>November-15</td>
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<td>December-12</td>
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<tr>
<td>3 years</td>
<td>Tom McGann, chair</td>
<td>November-17</td>
<td>November-20</td>
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<td>December-14</td>
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<tr>
<td>3 years</td>
<td>Chris Bolin</td>
<td>November-18</td>
<td>November-21</td>
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<td>September-17</td>
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<td>3 years</td>
<td>Trae Lohse</td>
<td>November-18</td>
<td>November-20</td>
</tr>
</tbody>
</table>

*seat up for re-appt in Nov 19*

*seat up for re-election in 2019*

*board/commission chair*
### Harbor Commission - Appointed

<table>
<thead>
<tr>
<th>length of term</th>
<th>Date Appointed</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years</td>
<td>November-17</td>
<td>November-20</td>
</tr>
<tr>
<td>Mike Babic</td>
<td>November-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Andy Craig</td>
<td>November-17</td>
<td>November-20</td>
</tr>
<tr>
<td>Max Wiese</td>
<td>January-14</td>
<td>March-11</td>
</tr>
<tr>
<td>Ken Jones</td>
<td>November-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Jacob Betts, Chair</td>
<td>November-18</td>
<td>November-21</td>
</tr>
</tbody>
</table>

### Parks and Recreation Commission - Appointed

<table>
<thead>
<tr>
<th>length of term</th>
<th>Date Appointed</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Wendy Ranney, Chair</td>
<td>November-15</td>
<td></td>
</tr>
<tr>
<td>Anne Schaefer</td>
<td>November-17</td>
<td>November-20</td>
</tr>
<tr>
<td>Ryan Schuetze</td>
<td>August-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Kirsti Jurica</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Marvin VanDenBroek</td>
<td>November-16</td>
<td></td>
</tr>
<tr>
<td>Karen Hallquist</td>
<td>November-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Dave Zastrow</td>
<td>November-17</td>
<td>November-20</td>
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</tbody>
</table>

### Historic Preservation Commission - Appointed

<table>
<thead>
<tr>
<th>length of term</th>
<th>Date Appointed</th>
<th>Term Expires</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 years</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Cathy Sherman</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Heather Hall</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>Brooke Johnson</td>
<td>August-16</td>
<td>November-19</td>
</tr>
<tr>
<td>John Wachtel</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Wendy Ranney</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Nancy Bird</td>
<td>November-18</td>
<td>November-21</td>
</tr>
<tr>
<td>Jim Casement, Chair</td>
<td>November-17</td>
<td></td>
</tr>
</tbody>
</table>

- seat up for re-election in 2019
- seat up for re-appt in Nov 19
- board/commission chair
- vacant