

Mayor
James Kallander

Council Members
Keith van den Broek
James Kacsh
David Allison
Bret Bradford
EJ Cheshier
David Reggiani
Robert Beedle

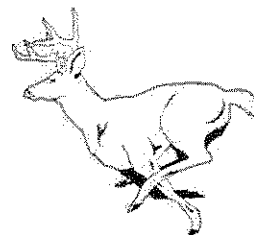
City Manager
Mark Lynch

City Clerk
Susan Bourgeois

Deputy Clerk
Robyn Kincaid

Student Council

**REGULAR COUNCIL MEETING
AUGUST 17, 2011 @ 7:30 PM
LIBRARY MEETING ROOM**



AGENDA

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

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

C. ROLL CALL

Mayor James Kallander, Council members Keith van den Broek, James Kacsh, David Allison, Bret Bradford, EJ Cheshier, David Reggiani and Robert Beedle

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

E. DISCLOSURES OF CONFLICTS OF INTEREST

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers - None
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions
(Harbor, HSB, Parks & Rec, P&Z, School Board)

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

4. Record excused absence of Council member EJ Cheshier from the 08-03-11 Regular Meeting
5. Ordinance 1084..... (page 1)
An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Three (3), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt – 2nd reading
6. Ordinance 1085..... (page 4)
An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Five (5), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt – 2nd reading
7. Resolution 08-11-37..... (page 7)
A resolution of the City Council of the City of Cordova, Alaska, to authorize the City Manager to enter into an agreement with Appraisal Company of Alaska for Tax Year 2012 assessment services in the amount of fifteen thousand dollars (\$15,000).

H. APPROVAL OF MINUTES..... (voice vote)

8. January 19, 2011 Council Work Session Minutes..... (page 13)
9. February 8 & 10, 2011 E-911 RFP Committee Minutes..... (page 15)
10. July 6, 2011 Council Work Session Minutes..... (page 21)
11. August 3, 2011 Regular Meeting Minutes..... (page 22)
12. August 4, 2011 Special Meeting Minutes..... (page 28)
13. August 5, 2011 Council Work Session Minutes..... (page 29)

I. CONSIDERATION OF BIDS

J. REPORTS OF OFFICERS

14. Mayor's Report
15. Manager's Report
16. City Clerk's Report

17. Staff Reports

- a. **Josh Hallquist**, COR, Cordova Center Project
- b. **Cathy Sherman**, Cordova Center Phase 2

K. CORRESPONDENCE

- 18. Letter from RCAC to Governor (cc to City) in re: invasive species..... (page 31)
- 19. Letter from Lynch to DCCED in re: Breakwater..... (page 35)
- 20. Letter from Lynch to DCCED in re: North Fill Boat Ramp..... (page 37)

L. ORDINANCES AND RESOLUTIONS

M. UNFINISHED BUSINESS

- 21. Health Care Management RFP – Council action..... (page 38)

N. NEW & MISCELLANEOUS BUSINESS

- 22. Pending Agenda and Calendar..... (page 39)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

- 23. Council Comments

Q. EXECUTIVE SESSION

- 24. Cordova Center financial update

R. ADJOURNMENT

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure. **If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance.**

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Memorandum

To: City of Cordova City Council
From: Sam Greenwood, City Planner
Date: 8/9/2011
Re: Ordinance authorizing conveyance of Lot 3 Block 2, SFDP to David and Bootslyn Roemhildt

PART I. GENERAL INFORMATION:

The timeline of the disposal of the Lot3, Block 2 SFDP

1. March 8, 2011; Planning and Zoning Commission recommended disposing of the lot.
2. March 16, 2011; City Council elected to sell the lot by proposal.
3. May 31, 2011; 30 day period proposal period ended
4. June 14, 2011; Planning and Zoning Commission reviewed the proposals
5. June 28th, 2011; City Council Awarded Lot 3 block 2 SFDP to David and Bootslyn Roemhildt
6. July 20, 2011 meeting the Performance Deed of Trust terms were created and approved by City Council

At this time the Purchase Agreement, Performance Deed of Trust, and Quit Claim Deed is presented to City Council for its review. Also included is the Ordinance to convey Lot 3, Block 2 South Fill Development Park to David and Bootslyn Roemhildt.

Recommended Motion

Motion for adoption:

"I move to adopt Ordinance 1084 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Three (3), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt"

**CITY OF CORDOVA
ORDINANCE 1084**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA,
ALASKA, AUTHORIZING THE SALE OF LOT THREE (3), BLOCK TWO (2),
SOUTH FILL DEVELOPMENT PARK TO DAVID AND BOOTSLYN ROEMHILDT**

WHEREAS, pursuant to CMC 5.22.030, the City of Cordova solicited proposals for the purchase of Lot Three (3), Block Two (2), South Fill Development Park (the "Property"); and

WHEREAS, the Council finds that the proposal submitted by David and Bootslyn Roemhildt is the best proposal for the purchase of the Property; and

WHEREAS, the purchase price proposed by David and Bootslyn Roemhildt is not less than appraised fair market value of the Property; and

WHEREAS, in selecting the proposal of David and Bootslyn Roemhildt to purchase the Property, the Council relied on the plan to develop the Property that was part of the proposal, and the disposal of the Property should be conditioned upon the development of the Property in accordance with that plan; and

WHEREAS, there have been presented at this meeting the forms of a Purchase and Sale Agreement, Warranty Deed and Performance Deed of Trust that are to be executed in connection with the disposal of the Property by the City, and it appears that such documents are appropriate form and are appropriate instruments for the purposes intended,

BE IT ORDAINED by the City Council of the City of Cordova, that:

Section 1. The City Manager is authorized and directed to convey the Property to David and Bootslyn Roemhildt in accordance with the terms in the Purchase and Sale Agreement. The form and content of the Purchase and Sale Agreement, Warranty Deed and Performance Deed of Trust now before this meeting hereby are in all respects authorized, approved and confirmed, and the City Manager hereby is authorized, empowered and directed to execute and deliver such documents on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting, and from and after the execution and delivery of said documents, the City Manager hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the documents as executed,

Section 2. The disposal of the Property authorized by this ordinance is subject to the

requirements of City Charter Section 5-17. Therefore, if one or more referendum petitions with signatures are properly filed within one month after the passage and publication of this ordinance, this ordinance shall not go into effect until the petition or petitions are finally found to be illegal and/or insufficient, or, if any such petition is found legal and sufficient, until the ordinance is approved at an election by a majority of the qualified voters voting on the question. If no referendum petition with signatures is filed, this ordinance shall go into effect one month after its passage and publication.

1st reading: August 3, 2011

2nd reading and public hearing: August 17, 2011

PASSED AND APPROVED THIS 17th DAY OF AUGUST, 2011.

David Reggiani, Vice Mayor

ATTEST:

Susan Bourgeois, City Clerk

Memorandum

To: City of Cordova City Council
From: Sam Greenwood, City Planner
Date: 8/9/2011
Re: Ordinance authorizing to convey Lot 5, Block 2 to David and Bootslyn Roemhildt

PART I. GENERAL INFORMATION:

The timeline of the disposal of the Lot3, Block 2 SFDP

1. March 8, 2011; Planning and Zoning Commission recommended disposing of the lot.
2. March 16, 2011; City Council elected to sell the lot by proposal.
3. May 31, 2011; 30 day period proposal period ended
4. June 14, 2011; Planning and Zoning Commission reviewed the proposals
5. July 6, 2011; City Council Awarded Lot 5 block 2 SFDP to David and Bootslyn Roemhildt
6. July 20, 2011 meeting the Performance Deed of Trust terms were created and approved by City Council

At this time the Purchase Agreement, Performance Deed of Trust, and quit claim is presented to city Council for their review. Also included is the Ordinance to convey the Lot 5, Block 2 South Fill Development Park to David and Bootslyn Roemhildt.

Recommended Motion

Motion for adoption:

"I move to adopt Ordinance 1085 an ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Five (5), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt"

**CITY OF CORDOVA
ORDINANCE 1085**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AUTHORIZING THE SALE OF LOT FIVE (5), BLOCK TWO (2), SOUTH FILL
DEVELOPMENT PARK TO DAVID AND BOOTSLYN ROEMHILDT**

WHEREAS, pursuant to CMC 5.22.030, the City of Cordova solicited proposals for the purchase of Lot Five (5), Block Two (2), South Fill Development Park (the "Property"); and

WHEREAS, the Council finds that the proposal submitted by David and Bootslyn Roemhildt is the best proposal for the purchase of the Property; and

WHEREAS, the purchase price proposed by David and Bootslyn Roemhildt is not less than appraised fair market value of the Property; and

WHEREAS, in selecting the proposal of David and Bootslyn Roemhildt to purchase the Property, the Council relied on the plan to develop the Property that was part of the proposal, and the disposal of the Property should be conditioned upon the development of the Property in accordance with that plan; and

WHEREAS, there have been presented at this meeting the forms of a Purchase and Sale Agreement, Warranty Deed and Performance Deed of Trust that are to be executed in connection with the disposal of the Property by the City, and it appears that such documents are appropriate form and are appropriate instruments for the purposes intended,

BE IT ORDAINED by the City Council of the City of Cordova, that:

Section 1. The City Manager is authorized and directed to convey the Property to David and Bootslyn Roemhildt in accordance with the terms in the Purchase and Sale Agreement. The form and content of the Purchase and Sale Agreement, Warranty Deed and Performance Deed of Trust now before this meeting hereby are in all respects authorized, approved and confirmed, and the City Manager hereby is authorized, empowered and directed to execute and deliver such documents on behalf of the City, in substantially the form and content now before this meeting but with such changes, modifications, additions and deletions therein as he shall deem necessary, desirable or appropriate, the execution thereof to constitute conclusive evidence of approval of any and all changes, modifications, additions or deletions therein from the form and content of said documents now before this meeting, and from and after the execution and delivery of said documents, the City Manager hereby is authorized, empowered and directed to do all acts and things and to execute all documents as may be necessary to carry out and comply with the provisions of the documents as executed,

Section 2. The disposal of the Property authorized by this ordinance is subject to the requirements of City Charter Section 5-17. Therefore, if one or more referendum petitions with signatures are properly filed within one month after the passage and publication of this ordinance, this ordinance shall not go into effect until the petition or petitions are finally found to be illegal

and/or insufficient, or, if any such petition is found legal and sufficient, until the ordinance is approved at an election by a majority of the qualified voters voting on the question. If no referendum petition with signatures is filed, this ordinance shall go into effect one month after its passage and publication.

1st reading: August 3, 2011

2nd reading and public hearing: August 17, 2011

PASSED AND APPROVED THIS 17th DAY OF AUGUST, 2011.

David Reggiani, Vice Mayor

ATTEST:

Susan Bourgeois, City Clerk

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: August 8, 2011
TO: Mayor and City Council
SUBJECT: Resolution 08-11-37

Appraisal Company of Alaska has asked us to renew a one year contract for City Assessing Services. The Assessor fees for 2011 were \$15,000. Therefore, reevaluation for 2012 at the cost of \$15,000 is reasonable. Appraisal Company has been the City Assessor since 1988. Mike Renfro and his crew of Assessors are easy to work with and have extensive knowledge of Cordova's property files. The Clerk's office sees no reason to put our Assessing Contract out for bid at this time.

Recommended motion: Move to approve Resolution 08-10-37

Staff recommendation: Majority Voice Vote

**CITY OF CORDOVA, ALASKA
RESOLUTION 08-11-37**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH
APPRAISAL COMPANY OF ALASKA FOR TAX YEAR 2012 ASSESSMENT SERVICES
IN THE AMOUNT OF FIFTEEN THOUSAND DOLLARS (\$15,000).**

WHEREAS, the City of Cordova is required by the Cordova Municipal Code to perform annual property assessment; and

WHEREAS, the City Clerk has identified Appraisal Company of Alaska as the company most compatible with the needs of the City.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of Cordova, Alaska, hereby authorizes the City Manager to enter into an agreement, attached as Exhibit "A", with Appraisal Company of Alaska for tax year 2012 assessment services in the amount of Fifteen Thousand dollars (\$15,000).

PASSED AND APPROVED THIS 17th DAY OF AUGUST, 2011

David Reggiani, Vice-Mayor

ATTEST:

Susan Bourgeois, City Clerk

**CITY OF CORDOVA, ALASKA
TAX YEAR 2012
AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is between the CITY OF CORDOVA, ALASKA, and APPRAISAL COMPANY OF ALASKA ("Contractor"), effective on the 2nd day of August, 2011.

THIS AGREEMENT is for professional tax assessment services for the City of Cordova. Contractor's primary contact person under this agreement is Michael C. Renfro. Contractor's primary contact person may not be changed without the written consent of the City.

ARTICLE 1. SUMMARY OF SERVICES

1.1 The scope of work to be performed hereunder is more completely described in Appendix A which is incorporated herein by reference.

ARTICLE 2. COMPENSATION

2.1 Compensation shall be paid in accordance with the Basis of Compensation Schedule attached hereto as Appendix B and incorporated herein by reference.

ARTICLE 3. PERIOD OF PERFORMANCE

3.1 The Contractor agrees to commence work under this agreement only as authorized by and in accordance with written or oral notice to proceed and to complete the work in accordance with Scope of Work (Appendix A) and such time schedules as directed by the City of Cordova.

3.2 The period of performance under this agreement shall be tax assessment work for the City of Cordova for the 2012 tax year and shall end upon completion of the board of Equalization hearings and appeals in year 2012.

3.3 This contract may be carried over with the written agreement of both parties.

3.4 Termination: Either party may terminate this Agreement for substantial failure of the other party to perform its obligations hereunder only after having first provided written notice of the alleged failure to perform to the non-performing party and given the non-performing party, fifteen (15) days within which to either remedy said non-performance or if the non-performance cannot be cured within fifteen (15) days, commence and proceed with diligence to cure the non-performance. In the event of such termination, the Assessor will be paid for all services rendered to the date of termination, less any damages incurred by the City as a result of the Assessor's non-performance.

ARTICLE 4. SUBCONTRACTORS

4.1 The Contractor shall perform all services required under this agreement except as may be performed by its subcontractors. Subcontractors can only be used with the express prior written permission of the City of Cordova, which retains the right to approve or reject subcontractors and the use thereof. All subcontractors shall be required to comply with insurance requirements identified in Article 5 below.

ARTICLE 5. INSURANCE

5.1 The following minimum limits of insurance coverage are required:

<u>Type insurance</u>	<u>Limits of Liability</u>	
	<u>Each Occurrence</u>	<u>Aggregate</u>
Workmen's Compensation (for states In which employees are engaged) (Statutory)	(Statutory)	
Employer's General Liability	\$500,000	\$1,000,000
Comprehensive General Liability	\$2,000,000	\$4,000,000
Comprehensive Automobile Liability	\$500,000	\$1,000,000

ARTICLE 6. APPENDICES

6.1 The following appendices are attached to this agreement and incorporated herein:

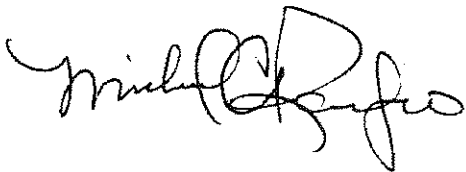
- Appendix A Scope of Work
- Appendix B Basis of Compensation

IN WITNESS WHEREOF, the parties have executed this Agreement on the 2nd day of August, 2011.

CONTRACTOR:

APPRAISAL COMPANY OF ALASKA

CITY OF CORDOVA, ALASKA



By: _____
Michael C. Renfro
Partner

By: _____
Mark Lynch
City Manager

APPENDIX A

SCOPE OF WORK

The Contractor shall:

1. Establish the full and true value of all taxable real property located within the City of Cordova to be assessed In the name of the person by whom it is owned on the first day of January, for the tax year of the contract.
2. Provide current assessments with new photographs and valuations for all new buildings constructed and assess all changes on existing properties.
3. Create and/or update in full detail a property card for each parcel showing size, dimensions, construction materials, and other pertinent data as well as a minimum of one exterior photograph.
4. Provide updates to the assessment roll to the City Clerk's office no later than February 1st.
5. Represent the City of Cordova at Board of Equalization hearings.
6. Conduct a sales ratio analysis (ratio between assessed values and sales prices) to ensure that current appraisals are within 90% to 110% of market value.
7. Keep the City Administration informed of sales ratio analyses or other information which may cause the assessor to make changes to local assessments that would raise or lower assessments greater than 5% in any one year.
8. Be accessible to City of Cordova staff throughout the term of the contract for consultation.
9. After completion of the Board of Equalization hearings, assist the City Clerk in certifying the final assessment roll.
10. Title information and/or legal opinions, if required, will be furnished by the City of Cordova.
11. The assessor is to be allowed to remove the property record cards from the City for a period not to exceed 60 days for computations and any additional time to be at the discretion of the City.
12. Complete a full revaluation to the most current valuation manual.

APPENDIX B

BASIS OF COMPENSATION

Compensation and Terms of Payment

2012 revaluation	\$15,000
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Contract assessor to also represent the City of Cordova at the annual Board of Equalization (BOE). The assessor's fee for representation at the BOE is included in the contract amount.

**CITY COUNCIL WORK SESSION
2011 FEE SCHEDULE
JANUARY 19, 2011 @ 6:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor Kallander called the Council Work Session to order at 6:30 pm on January 19, 2011 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were **Mayor James Kallander**, Council members **Keith van den Broek**, **Jim Kacsh**, **David Allison**, **Bret Bradford**, **EJ Cheshier** and **David Reggiani**. Council member **Robert Beedle** was absent. Also present were City Manager **Mark Lynch**, City Clerk **Susan Bourgeois** and Deputy City Clerk **Robyn Kincaid**.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items - None

D. WORK SESSION TOPIC

2. Discussion of Resolution 01-11-02 Fee Schedule

Lynch stated that business licenses used to be 2-year renewals but now renewal is every year. **Kallander** stated that he remembered doing the fee schedule after the budget but suggested they do fees with the budget in the future. He stated that at budget time he only remembered discussing a sewer increase. **Lynch** replied that at budget time a memo was produced and included the harbor increases.

Harbor: **Lynch** stated that they could put off the harbor increase for another year but then they will be \$40K behind. **Kacsh** stated that he doesn't mind raising fees if that was the original plan at budget time. **Bradford** stated that a 5% increase isn't a big deal it was just a surprise after the budget passed. **Allison** pointed out that there is no need to discuss whether or not it was discussed before just whether it needs to be done now and are we going to do it. He added that Council passed a budget based on assumptions that it balanced with the current fees. To raise fees now will make that budget unbalanced so he does not see a need to raise it if the budget balanced. **Kallander** asked the Harbor Master, **Dale Muma**, if he felt the harbor needs its fees increased this year. **Muma** responded that last time they increased the fees it was 25%. He stated that to raise them incrementally, as suggested, over time would be better. He added that the goal is not to make a profit but to be able to pay their bills. **Kallander** stated that he would like to see the rates increased over a longer period of time. **Muma** stated that at the time of the last increase he had suggested a 2% rate increase and would like to do a 2% increase every year in order to keep ahead instead of playing catch up. **Kacsh** stated that he likes 2011 as it stands but would like to see a plan mapped out for increases for the future. **Muma** stated that doing the fee schedule after the budget doesn't make sense. **Bradford** asked if they adopted a 5% increase if it would be a budget amendment. **Kallander** replied that it would not but it would change the anticipated revenue. **Reggiani** opined that the budget and fee schedule need to be melded and that he is not in favor of raising the harbor fees at this time. He would like to see them build a harbor plan for an incremental increase. **Lynch** added that they added rates to the harbor lift station and call out rates. Under the Union contract call-outs are a high cost to the city. **Kacsh** stated that he is not in favor of rate increases but doesn't mind adding rates for emergency or call-out hours for the boat lift. He wants it to be clear so people don't get a surprise bill. **Muma** agreed that there should be a holiday rate and an emergency rate but after hours can be scheduled. **Cheshier** stated that he is not in favor of increasing harbor fees and that they should have a standard rate for the boat size for the haul-out as it will vary with tides and

fishing openers. **Reggiani** stated that he thinks they need to wait and get more experience with the travel lift. **Bradford** agreed with **Reggiani** and stated that he would like to consider it for the next budget cycle. **Muma** stated that he had compared rates with other harbor facilities and ours are high but he thinks the holiday and emergency is not necessary yet. We need to establish ourselves first. Council concurred to monitor this year and raise rates next year if needed.

Public Works: **Tom Cohenour** reported that some equipment rates did go up and they added OT & holiday rates, a dump station fee, towing a car or pick up fee and water turn on or off fee. He added that he made a notice of the rates to post so the prices will no longer be a mystery to the public and easy to find. He added that the rate sheet also explains that they will be charged more if they need locates without giving notice. He is hoping it will encourage people to schedule ahead of time. **Reggiani** stated that he would like to have one rate instead of three different types of rates to keep down the confusion. **Kacsh** replied that making a single rate would raise the regular rates. **Allison** stated that there should be an incentive to schedule things. **Reggiani** agreed with **Allison** on services but questioned doing it on equipment. **Cohenour** replied that equipment includes an employee. **Kallander** stated that he supports keeping an operator with our equipment. Council agreed with the changes from Public Works.

Planning: **Sam Greenwood** stated that rates have not increased in at least 5-years and the changes they are proposing for their department will not change the budget but will help compensate the effort. Also, the Plotter is a new item and a fee needs to be established for its use. **Kacsh** stated he has a concern with a large increase as it may discourage someone to pay for permits and doing things the right way. **Kallander** asked if the current fees are covering costs. **Greenwood** replied that they do not cover costs currently. **Allison** stated that again it has already been budgeted. **Reggiani** agreed with **Allison** and would like to re-look at it during next year's budget. There was no support for raising fees at this time.

Parks & Rec: **Lynch** informed Council that they are not increasing fees but are reconfiguring the fee schedule. **Cheshier** stated that he is okay with the resolution from Parks and Recreation Council concurred that they were okay with the Parks and Recreation fees.

General: **Lynch** stated that business licenses are not breaking even. **Kacsh** stated that he does not mind seeing business licenses increase a little. **Cheshier** suggested it be referred to next year's budget. **van den Broek** suggested that the price for a 2-year license might be too much and may discourage people from purchasing them. **Kallander** suggested they keep it at 1-year as staff has recommended. **Kacsh** agreed that 1-year is good and that \$50 would be better than \$75. **Reggiani** stated that he doesn't see the need to change the fee with a balanced budget. **Bradford** asked about long-term parking rates with no space to support the parking. **Kallander** stated that a parking pass does not guarantee a parking spot just that they won't get a ticket. **Kacsh** replied that everybody should be able to get a parking spot.

E. COUNCIL COMMENTS - None

G. ADJOURNMENT

M/Bradford S/Kacsh to adjourn the work session at 7:25 pm.

Hearing no objection, the meeting was adjourned.

Approved:

Attest:

Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL OF CORDOVA
E-911 REVIEW COMMITTEE MEETING
FEBRUARY 8, 2011 @ 6:00 PM
CITY HALL CONFERENCE ROOM
MINUTES**

A. CALL TO ORDER

Chairman **Dick Groff** called the E-911 Review Committee meeting to order at 6:03 pm on February 8, 2011 at the City Hall Conference Room.

B. ROLL CALL

Present were Chairman **Dick Groff**, Committee Members **David Allison**, **Robert Baty**, **Oscar Delpino**, **Gary Graham** and **Bret Bradford**. Absent was **Mike Hicks**. Also present was Deputy City Clerk **Robyn Kincaid**.

C. APPROVAL OF AGENDA

M/Allison S/Bradford to approve the agenda

Vote on motion: 6 yeas, 0 nays, 1 absent (Hicks). Motion carried.

D. AUDIENCE COMMENTS - None**E. NEW & MISCELLANEOUS BUSINESS**

1. Review of E-911 RFP'S

Groff explained that the committee had three RFP's to review that were received in a timely manner. **Groff** suggested they first start by seeing if the responses complied with the RFP. **Graham** offered that he had never done an RFP before. He took some notes from an RFP of **Tom Cohenour's** and received no negative comments from those that reviewed it. The committee opened RFP's from ARTiCOM, REVL Communications and Systems and Procom. **Bradford** asked how many RFP's were sent out. **Baty** responded that 9 were sent out and 1 was solicited so a total of 10 parties have had the RFP in front of them. The committee discussed how they will be rating the proposals. **Bradford** stated he was expecting there to be more proposals but with there only being three he didn't see why they couldn't review them together as a committee. **Baty** stated that the idea behind the committee reviewing the proposals together was that it could be done quickly so a recommendation can be brought to the next Council meeting. The committee decided to have a copy of each proposal for each member to review.

The committee took a recess at 6:12 PM to allow for time to make copies of the proposals.

Meeting reconvened at 6:40 PM

The committee took some time to review the Proposals. **Allison** stated that there is no price for ARTiCOM or REVL. **Kincaid** pointed out that the RFP itself does not request any numbers so the committee cannot disqualify an RFP for not including numbers. **Groff** pointed out that ARTiCOM and REVL are very similar. **Bradford** stated that they both use the Zetron system. So it looks like we choose a service then they will give us the numbers. **Bradford** went on to say that he knows a guy, **George Mulson**, who used to work for GCI but is now retired and does some consulting. He knows a lot about E-911 and helps smaller communities figure out what they need in an E-911 system. If the committee would like to contact him he might be able to manage the process or at least help the committee know the right questions to ask. **Graham** pointed out that both ARTiCOM and REVL do not include Reverse 911. Neither took the time to look at our equipment. If they had they might have been able to offer us better proposals. All this looks like is a copy of their sales brochure. **Baty** stated that REVL at least broke it down; ARTiCOM's proposal really is just a copy of a sales brochure. **Bradford** stated that ARTiCOM didn't follow the proposal format requested in the RFP. REVL talks about their experience

but they both include the same Zetron sales brochure. **Delpino** agreed that both ARTiCOM and REVL recommend the Zetron system. REVL gave us more detail and tried to answer some of our questions from the RFP. **Graham** stated that he hasn't seen in either ARTiCOM or REVL anything dealing with Reverse 911 and expressed a concern that neither of them took the time to come look at Cordova's equipment. **Baty** stated that ARTiCOM doesn't meet the RFP requirements. REVL did try to include the information requested in the RFP. **Bradford** stated that they can't really give a quote until they look at Cordova's current equipment. He asked the committee what they felt about calling **George Mulson**. **Baty** stated that initially they were just looking to see which one met the criteria. **Graham** informed the committee that the 2007 quote was over \$600K and there are no grants available for E-911 systems. **Delpino** suggested it might be able to be funded if it was broken down. **Baty** informed the committee that the USDA is looking at something to address the needs in rural Alaska and the Troopers are working on something too. **Graham** stated that Federal money gets divided up between the states and Alaska doesn't have in place what is required to get that money thus far. Part of the issue could also be that there is a patent on the name Reverse 911 so these entities may not be allowed to use it. **Delpino** pointed out that ARTiCOM does not refer to what State contracts they have. **Bradford** pointed out that REVL did Juneau, Hoonah, the Anchorage School District, and have a contract with Alyeska. **Delpino** said he would be interested to know how long ago they did Juneau because at the last Fire conference they were saying Juneau was going to have to redo it because the last company didn't do a good job. **Graham** stated that REVL called early on and communication was really good for a while then completely stopped until the RFP went out. **Bradford** stated that REVL does a lot of work on the slope. **Baty** asked the committee if they had seen if any of the companies address GIS capabilities. **Bradford** stated that it was in detail on the RFP and he can't imagine them not being compatible with GIS. **Graham** stated that Reverse 911 is important. It will call 20 numbers at a time for any kind of incident like tsunami warnings. **Baty** added that he has also heard that it could be used for billing. **Bradford** stated that E-911 texting is available and wondered how much it would take to get our equipment ready to handle that. **Delpino** stated that Juneau currently has texting capabilities. He asked where the server would go. **Graham** answered that it would go upstairs next to the radio racks. **Bradford** stated that it sounded to him like consensus that ARTiCOM is out of the running. **Baty** stated that Procom proposed \$366K. These guys are the ones installing the ALMR so they know our system. Their price may be low because they might be backing it up with ALMR. **Bradford** pointed out that Procom has Revers E-911. **Delpino** stated that Procom has the State certificate.

Mike Hicks joined the meeting at 7:31 PM

Hicks added that REVL used to do work in Cordova in the 80's but there is a new owner now. **Delpino** asked if Procom has all the GIS systems we need. **Baty** responded in the affirmative. **Groff** pointed out that the quote includes one-year of Reverse 911, which must refer to a subscription that will need to be maintained. **Graham** stated that the whole system will have to have a maintenance contract of some kind. He added that Procom sent two guys down and did a site inspection on their dime. **Graham** pointed out that Procom includes mapstar training for up to 12 dispatchers. **Delpino** added that their reverse 911 is a lot more than just the reverse 911, it could be used for a remote locate. **Graham** pointed out that it will tie into ALMR. He added that it also has a call log recorder which the department has been without for years. **Allison** pointed out that the reverse 911 and warranty would be \$35K a year. **Bradford** stated that the proposal is actually using Motorola through Procom and added that he was not sure Council would go for \$30-40K a year for the extended warranty. **Graham** replied that the warranty and maintenance is what the \$2 fee is being collected for. **Delpino** pointed out that they do not have to purchase the warranty. **Baty** stated that unfortunately they don't have the numbers back from the fee to know the amount it will generate. **Delpino** said that he works with Procom sometimes and their

customer service can be over the top. He added that a recording can be made for during an emergency that people can call to get shelter information etc. **Baty** asked if the Reverse 911 could be used for on-site or a combination so that we could do the call-out ourselves and not the computer. **Groff** asked the committee what they thought about the three responders. **Baty** answered that he thought ARTiCOM can be eliminated and REVL also wasn't the best but he would keep them as an option for a competitive bid process. **Allison** stated that it's tough to compare without prices. Procom's proposal is much more complete but he would like to get some more information and prices from REVL to see if it is compatible with our current system and also if it does have the Reverse 911. **Delpino** agreed that Reverse 911 is needed. **Graham** stated that the old system did one call at a time but a new one could do 20 at a time. **Bradford** stated he would like to give REVL a chance to bid. **Delpino** pointed out that warranty and service are two different things. **Bradford** agreed with **Delpino** and added that they need to get quotes on both. **Baty** asked if they have to get the extended warranty or could they just get a 5-year warranty with the package. **Delpino** thought not. **Graham** stated that for service they have a very organized system, we set the priority and they are good on their warranty. **Groff** suggested making a list of questions to ask the bidders. **Graham** suggested a phone call or an invite to a future meeting. **Groff** stated that the committee needs to make a judgment on the other two proposals. **Baty** stated that Procom and REVL have different kinds of systems and asked how to compare the systems. **Allison** replied that they are the professionals. They are supposed to tell us what we need. **Bradford** stated that Procom and REVL would work for what the RFP is asking even if REVL's response isn't as complete. **Graham** stated that Procom worked hard for this proposal whereas the others did not make an effort. The committee discussed the difference between the 3200 and the 3300 models and decided that the main difference was data and NG-911. NG included the texting and internet capabilities that were discussed earlier in the meeting. **Bradford** asked if NG is needed. **Baty** stated that Feds are trying to get NG compliant in the next 4-years. We should get the best we can now. **Bradford** asked if they could go with the 3200 and then upgrade to the 3300. **Baty** stated that an upgrade later on may cost more and may be outside of a future budget. **Baty** pointed out that they have set a mechanism in place to pay back the loan so we should get the best we can now. **Bradford** asked if we will be utilizing the full program or can we get them incrementally. The committee discussed the different versions of GIS and decided to ask REVL if they are ESRI GIS compliant, as that is the specific version the City currently utilizes.

M/Groff S/Bradford to recess at 8:20 PM

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

Meeting reconvened at 8:30 PM

The committee reviewed the list of questions to ask REVL and Procom. **Hicks** stated that they need pricing information before a decision can be made. **Allison** suggested they get more information from REVL then fill out the score sheets, rank them, then vote. He asked the committee who will make the calls. **Baty** offered that the Police Department can make the calls or they could make the calls as a committee now. Council agreed to make the call to Procom to get some of the questions answered as **Gary Peters**, from Procom/Motorola, had offered to be near the phone during the meeting in case of questions. **Baty** asked the questions and **Peters** explained that the City would purchase the software and then pay for services every year. There is a new subscription every year if you choose to continue the service. The cost of the software would include maintenance and 24/7 service and support just like the system. **Bradford** asked if the City could manage the software ourselves or do we have to have it hosted by subscription. **Peters** replied that he is not sure, he has only ever seen it hosted, and he will have to ask the developers. **Peters** asked to call the committee back in a few minutes after he calls the developers. The committee decided that there is the option to not get the warranty and pay minute by minute for service if that's the route Council decides to go.

M/Baty S/Bradford to recess at 9:05 PM until *Gary Peters* can call back.

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

Meeting reconvened at 9:10 PM

Peters called back and informed the committee that he was unable to reach the developers but could discuss the details in the pricing with the committee. The annual fee would be \$2210 for Reverse 911 hosting service. Warranty is separate and is an additional \$464 for on call service for the Server, \$110 for IP circuit router maintenance and response, plus the expense for three required licenses totaling \$2958 per year. The City would own the software for the Reverse 911 and the 1st year includes on-site maintenance and warranty. *Peters* explained that there is help 24/7 a.s.a.p. and dispatch has access to a help line 24/7. Then *Baty* asked how long their response time for service calls is. *Peters* responded that it depends on the next flight, there is a parts list included in the proposal to expedite responses for on-site maintenance, since it is a remote location. If an on-site is not available a walk through is possible. *Baty* asked if our budget doesn't allow for parts are they available in Anchorage? *Peters* responded that they do not keep parts for clients but they could look into that possibility for the future to make spare parts or advance replacement parts available per budget. He said they understand budgets and if they need to cut down the proposal based on need and budget that can be done. He said he would like to earn Cordova's business and they will be as flexible as possible to gain it. *Bradford* asked about call out rates in case the City decides to opt out of the warranty service. *Peters* responded that it's \$500 a call out, plus \$125 per hour, \$187.50 per hour for overtime for weekends or holidays. *Bradford* asked about over the phone tech support without warranty. *Peters* responded the \$500 rate for a telephone call for the first 2 hours. *Bradford* asked if the warranty and call out rates are standard. *Peters* responded that they are consistent across the country. *Baty* asked if we need NG911 and if our system is compatible. *Peters* responded that there would have to be upgrades. NG911 is still in its development stages. Much of the capabilities will depend on the carriers in Cordova and their equipment. He stated that the proposal could be changed to be a pure IP base but that would force the carriers to change their equipment which he doesn't think they will be willing to do. He opined that E-911 is long overdue in Cordova. *Baty* asked if there is another product available if we decided not to do the NG911 system. *Peters* replied that there is not. It is the only one that has been refined, perfected, and improved. The committee thanked *Peters* for his time and the call was ended. *Bradford* stated that he is a fan of preventive maintenance but is concerned that the surcharge isn't going to cover the warranty. *Hicks* stated that if no preventive maintenance is done then we will incur more cost in replacing. *Baty* stated that there will be a back-up so if a repair has to wait a bit it can.

M/Graham S/Baty to declare ARTiCOM as non-compliant with the RFP and is therefore disqualified.

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

M/Baty S/Allison to appoint Robert Baty to contact REVL with the list of questions prepared in the meeting and that he bring the information back to the Clerk for disbursement to the committee.

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

The committee discussed a future meeting to discuss the response from REVL. The committee decided to recess the meeting until Thursday at 12:30 PM after audience comments.

AUDIENCE COMMENTS

Clay Koplín stated that he was unaware of the surcharge and it's a lot of money and that more public information would be nice. He agreed with the committee going to the bidders with questions but cautioned that they make sure they have back-up for disqualifying bidders from the process. He suggested a performance contract be included in the contract negotiations. He asked if there are dates for the completion of the installation of this new system and what the costs would be. *Groff* responded that

the committees' task was to choose an RFP and give it to the Council to debate the funding and implementation. **Koplin** raised the concern with bringing in an advanced system when we don't have consistent addressing yet. **Delpino** responded that the City is developing sign standardization currently.

Joanie Berhends agreed with **Koplin** that there was not enough public information on the surcharge and it has created some discontent. **Hicks** responded that the City Council initiated the surcharge and they need to hear this feedback.

M/Bradford S/Allison to recess the meeting until Thursday February 10, 2011 at 12:30 pm.

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

Meeting recessed at 10:30 PM

CALL TO ORDER on Thursday February 10, 2011

Chairman **Dick Groff** brought the E-911 RFP Review Committee meeting out of recess at 12:29 pm on February 10, 2011 at the City Hall Conference Room.

ROLL CALL

Present were Chairman **Dick Groff**, Committee Members **David Allison**, **Robert Baty**, **Oscar Delpino**, and **Bret Bradford**. Absent were **Mike Hicks** and **Gary Graham**. Also present was Deputy City Clerk **Robyn Kincaid**.

Groff asked **Chief Baty** to refresh the committee with the questions that were posed to REVL. **Baty** responded that the RFP requested Reverse 911 and NG911 capabilities and that it be compatible with GIS. REVL's proposal didn't address these items other than that they do have "mapstar".

Mike Hicks joined the meeting at 12:42 PM

Baty continued that the information in the packet is simply a log of the conversation with REVL. He stated that he does not feel that REVL met the basic outline of the RFP. They did not provide NG911 or Reverse 911 capabilities. They do have "mapstar" but it is not ESRI GIS (which is the specific version of GIS the City of Cordova utilizes). He said that he did not feel the correspondent knew the product. **Bradford** stated that if they really wanted our business he would have forwarded the questions on to Zetron. **Delpino** stated that Reverse 911 was very specifically requested in the RFP but the guy from REVL didn't know if it was even Reverse 911 capable. **Baty** stated that they asked for details and mostly received the answer that the guy they called didn't know. **Hicks** stated that the committee went the extra mile to try to make this proposal process competitive and give them a chance at gaining the City's business. **Allison** stated that if they can't give us a quote than maybe they haven't ever installed one. **Bradford** stated that he was disappointed that we didn't have more competition because Procom is expensive and continued that there is always the option to do the \$500 a call with Procom which would probably pencil out less expensive in the end. **Groff** asked the committee to listen to the voice mail from REVL before discussing further. **Delpino** played the message which said REVL was still in the process of getting in touch with Zetron and that he has some technical questions to ask Cordova's staff when it is convenient. **Bradford** stated that it was a dismal response to the RFP. **Groff** asked the committee if they wished to disqualify the proposal from REVL. **Bradford** replied that he thought it should be disqualified because there were too many things not addressed that were requirements in the RFP. Once Council hears that there was only 1 qualified response, they may choose to send it back out. **Baty** responded that they sent the RFP to the best list of entities they could find and does not think that sending the RFP back out would produce a different response.

M/Bradford S/Baty to disqualify REVL Communications and Systems because they did not address Reverse 911, NG911 or GIS issues in their proposal.

Vote on motion: 6 yeas, 0 nays, 1 absent (Graham). Motion carried.

2. Selection of the recommended E-911 Design and Installation Company

Groff stated that the committee now has a single vendor to review. **Delpino** said he would like to know if the Reverse 911 would work without having to pay for that service and if there are other options available. **Hicks** asked if perhaps we could get a stand-alone phone that would do all those multiple calls instead of the Reverse 911. **Delpino** stated that the Reverse 911 has other capabilities too. **Bradford** asked if the price on the Reverse 911 was annual or a monthly charge. The answer was that it was \$2000-\$2500 a year. **Hicks** thought that price wasn't bad. **Baty** said he thought that was do-able instead of the \$30-\$40K in a warranty. He added that warranties often times out-price the systems. **Hicks** stated that the call out and repairs cost a lot less than the warranty. **Baty** stated that the addressing can come together pretty quick for the GIS. **Allison** stated that he is comfortable with Procom being the only responsive RFP.

3. Discussion on recommendation report to City Council

Allison stated that Council will rely on staff for details and contracts. This is response enough to forward on to Council. All the committee needs to forward on will be the name of the proposer we think is best, they will have staff work out the details and contracts. **Groff** reminded the committee that Peters told them the other night that the price is negotiable. **Bradford** stated that Council is going to want a summary of the product with a budget summary of the final product when they are asked for the money. **Baty** stated that the proposal and money will go separately to Council. **Bradford** suggested that they request **Graham** to create a price breakdown/product benefit summary for Council. **Delpino** stated that what Procom has proposed is a wish list of what they want us to have and that we can downsize it. **Baty** added that Procom has already presented two proposals to the City and knows what we need but there is room for negotiations. **Bradford** stated that the committee is not qualified to negotiate details. **Allison** added that Council will direct staff to negotiate a contract. **Bradford** stated that they need to let Council know about the process the RFP's went through. **Groff** summarized that the City received three proposals and two were disqualified and that the proposal from Procom is not a final price but can be negotiated.

M/Bradford S/Delpino to select Procom to be the E-911 design and implementation company and recommends the City Council enter into contract negotiations with Procom.

Vote on motion: 6 yeas, 0 nays, 1 absent (Graham). Motion carried.

F. AUDIENCE PARTICIPATION - None

G. COMMITTEE COMMENTS - None

H. ADJOURNMENT

M/Baty S/Bradford to adjourn the E-911 RFP review committee meeting

Vote on motion: 6 yeas, 0 nays, 1 absent (Graham). Motion carried.

Meeting adjourned at 1:25 PM

Approved:

Attest:

Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL WORK SESSION
JULY 06, 2011 @ 6:45 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Vice-Mayor David Reggiani called the Council Work Session to order at 6:57 pm on July 6, 2011 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were Council members *Keith van den Broek, James Kacsh, David Allison, Bret Bradford, David Reggiani* and *Robert Beedle*. Absent were *Mayor James Kallander* and Council member *EJ Cheshier*. Also present were City Manager *Mark Lynch*, City Clerk *Susan Bourgeois* and Finance Director *Ashley Royal*.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items - None

D. WORK SESSION TOPIC

2. City of Cordova FY10 audit report – John Bost, Mikunda Cottrell

Reggiani welcomed *John Bost*. *Bost* reported that in the City's audit for 2010 there were 13 significant adjustments and 22 minor adjustments, in terms of dollar amounts, which is higher than they would like but it has decreased three years in a row. He praised Cordova for having a Permanent Fund (General Reserve Fund) as a lot of cities do not have one. He reported that Cordova has a little over 4 months' worth of reserves in the general fund. He pointed out that much of the new equipment that the City owns was bought with grant money and that's where they see the depreciation. He explained the one finding concerning internal controls for grants. He suggests that grants be left to one person or at least one person should be ultimately responsible for grants with the coding and so forth. He reported that the Federal and State schedules were incomplete, missing grant information, and added that he finds this fairly often. *Ashley Royal* will work on it more closely next year. He reiterated that someone needs to be responsible for all the grant activity. He stated that he understands there is one person handling submitting the paperwork, but that the grants need to come into a central location with one person being knowledgeable about all of them. He mentioned that one grant was coded to lobbying and it was not eligible to be spent on lobbying; the correction required an adjustment. *Bost* stated that they now have a mitigation plan in place for the future. *Beedle* asked if the significant findings made a difference in the budget. *Bost* said it did not affect the budget. *Kacsh* stated that they separated the water and sewer for the budget and maybe it should be split for the audit too. *Royal* replied that it is split for 2011. *Reggiani* asked if *Bost* is comfortable with the internal controls plan. *Bost* replied that all the findings were grant related and if they can have one person ultimately responsible for the grants that will help.

E. AUDIENCE PARTICIPATION - None**F. COUNCIL COMMENTS****G. ADJOURNMENT**

M/Kacsh S/Bradford to adjourn the work session at 7:35 pm.
Hearing no objection, the meeting was adjourned.

Approved:

Attest: _____
Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL REGULAR MEETING
AUGUST 3, 2011 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Vice-Mayor David Reggiani called the Council Regular Meeting to order at 7:30 PM on August 03, 2011, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Corinne Erickson offered the audience an invocation.

David Reggiani led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Vice-Mayor David Reggiani*, Council members *Keith van den Broek*, *James Kacsh*, *David Allison*, *Bret Bradford* and *Robert Beedle* (via teleconference). *Mayor James Kallander* and Council Member *EJ Cheshier* were absent. Also present were City Manager *Mark Lynch*, City Clerk *Susan Bourgeois* and Deputy City Clerk *Robyn Kincaid*.

D. APPROVAL OF REGULAR AGENDA

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

Vice-Mayor Reggiani said that he was adding *Joanie Behrends* as a guest speaker.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Reggiani – yes; Beedle – yes; van den Broek – yes; Kacsh – yes; Allison – yes and Bradford – yes. Motion was approved.

Mayor Kallander arrived via teleconference at 7:40 pm.

E. DISCLOSURES OF CONFLICTS OF INTEREST - None**F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

1. Guest Speakers – *Joanie Behrends* would speak when she arrived (was on late flight)

2. Audience comments regarding agenda items

Nancy Bird executive director of the Prince William Sound Science Center was present to address agenda item 19 under correspondence. She had two PWSSC Board members with her (*Clarence Pautzske* and *John Harvill*) and they would speak after she did. She said the Science Center was busting at the seams in their current building and really want to expand. She said they had two proposals before EVOSTC that would lead to 20+ year research projects.

Clarence Pautzske is a newer board member but not new to PWS. He described the PWSSC as a unique high-quality institution. He said there is great competition for research agencies to garner funding and the PWSSC needs to be taken to the next level and needs ownership of the land and buildings in order to get there.

John Harvill the Science Center is a viable organization in this town – we contribute and we are at a stalemate with not having ownership of the building we are in. We need to resolve these issues – we need a viable plan to move forward.

Clay Koplin 6.5 mile spoke in favor of Resolution 08-11-36. He also spoke about agenda item 28 – he had previously written a letter about this and he thinks the contract was poorly written and should be discussed further – there needs to be a more fair assignment of risk. He thanked Council for the property tax reduction this year and he said that it raises the bar for some of the other service providers in the community.

Jennie Grimwood wanted to make a general comment about tax revenues and sales tax rates and property taxes. She read an article where Cordova was listed as one of the highest taxed per capita places to live. She also read Alaska Taxable for 2010 and noted Cordova was the third highest in per capita debt.

3. Chairpersons and Representatives of Boards and Commissions – No reports
(Harbor, HSB, Parks & Rec, P&Z, School Board)

G. APPROVAL OF CONSENT CALENDAR

Vice-Mayor Reggiani informed Council that the Consent Calendar was before them.

Council member *Beedle* called out agenda item 10 and it was placed later in the meeting under Ordinances and Resolutions.

4. Record unexcused absence of Council member Jim Kacsh from the 07-20-11 Regular Meeting
5. Proclamation of Appreciation to Sandra Aspen
6. Proclamation of Appreciation to Kerin Kramer
7. Proclamation honoring Ilanka Clinic during Community Health Center Week
8. Ordinance 1084

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Three (3), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt - 1st reading

9. Ordinance 1085

An ordinance of the City Council of the City of Cordova, Alaska, authorizing the sale of Lot Five (5), Block Two (2), South Fill Development Park to David and Bootslyn Roemhildt - 1st reading

10. Resolution 08-11-36

~~A resolution of the City Council of the City of Cordova, Alaska pledging a firm monetary commitment sufficient to complete construction of the Cordova Center Project equal to any funding deficit~~

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

H. APPROVAL OF MINUTES

M/Kacsh S/van den Broek to approve the minutes.

11. December 08, 2010 Council Work Session Minutes
12. July 06, 2011 Public Hearing Minutes
13. July 20, 2011 Regular Meeting Minutes
14. July 20, 2011 Council Joint Work Session with HSB

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Beedle – yes; van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes and Reggiani – yes. Motion was approved.

I. CONSIDERATION OF BIDS - none

J. REPORTS OF OFFICERS

9. Mayor's Report – not present

10. Manager's Report – police chief interviews have been scheduled for this week and next – committee narrowed the field to three candidates. *Rob Brown* has resigned and the position has been advertised; Fire Marshal has also resigned. He has also been working with Cathy on trying to replace an IT/Library position. He still plans to leave Tuesday for AML in Sitka and be gone through the following Monday. He has been having health issues and is back at the office approximately half-time currently but is also working as much from home as possible. He praised *Cathy Sherman* and all of the Department Heads for keeping things running smoothly.

11. City Clerk's Report – **Bourgeois** reported that **Clay Koplin** was stepping down after two terms on MTAB (Marine Transportation Advisory Board) and he had sent an email to Council looking for interest. Council Member **Bradford** had told the Clerk he was interested and would be writing a letter. The Clerk also said she would be looking into City advertising in the Cordova Times now that the newspaper had changed hands. **Bourgeois** praised Deputy Clerk, **Robyn Kincaid** for a great job with the State Report about property taxes done annually. In that report the sales ratio number had gone from 71% in 2010 to 80% in 2011 which was what we had been working on achieving (i.e. an increase).

12. Staff Reports

a. Josh Hallquist, COR, Cordova Center Project

Hallquist informed Council of the progress that has occurred in the building construction and what will be accomplished in the coming weeks – he submitted a written report as well. **Bradford** asked if there was a dollar amount associated with the extra winter pay for all the concrete that was in phase 1. **Hallquist** said he could get that number but that it was a change that we actually came out ok on. **Beedle** thanked **Hallquist** for the tour he got of the site recently.

b. Cathy Sherman, Cordova Center Phase II

Sherman reported that out of the ten weeks that we have asked MRV to be on site weekly, they have only missed 2 weeks. She put together a good committee for art and they had a productive first meeting and will meet again in September. There will be a meeting next week with Arctic IT to work out details of technology needs for the Cordova Center. Redden Marine demo scheduled for August 20 – 21.

c. **Moe Zamarron**, Director of Public Works Department, Water & Sewer Projects update – **Zamarron** mentioned the ongoing projects such as 1) GV Jones working on the replacement of Heney Creek catchment; 2) CH2MHill contract for upgrades to Eyak Lake Water Treatment Plant – we are just about there (i.e. bringing this plant up to standby status); 3) LT2 at Water Treatment Plant – we have spent \$173K for preliminary plans but this is a \$10M project – we are working on an appeal to the state – **Lynch** mentioned the Portland, OR case where the City of Portland tried to fight this and lost at the federal level however there have been new developments. EPA has given the state of OR primacy and OR gave Portland a waiver based on the fact that Portland did not have cryptosporidium. He heard from the State director of DEC that if the EPA did not immediately challenge the State of Oregon's waiver, then the State of Alaska was going to start issuing waivers as well. So, the State has asked Moe to continue with another waiver request. **Zamarron** said we are proceeding with the schedule that EPA had set out for us while at the same time working on the application for a waiver. 4) WWTP facility plan - \$165K spent so far on a project that could be of a similar size as the LT2 one, but **Malvin** and his crew have taken some steps to see if they cannot alleviate the problem – these extra processes have been working and have gotten the levels down to below those listed in the COBC (compliance order by consent) that DEC had given to us. **Zamarron** said this extra work comes at a cost and the sewer rates are still at the 2010 levels and were not increased as had been approved in the 2011 budget. He may need to come back to Council for more money because the extra work is sure to put the sewer department over budget. However, he believes they should continue because it could save the City \$10M in the long run.

d. **Dale Muma**, Harbormaster, report on 'Old Harbor' needs – **Muma** was not present but **Vice Mayor Reggiani** spoke to his report by giving an example of how the Harbor is in fact running out of space. He said that a PWSAC chartered boat was initially turned away recently because there was no space at the harbor for transient tie up. He also learned from **Muma** that there is no annual moorage space for larger vessels as well.

Department Quarterly Reports

a. Director of Parks and Recreation, **Susie Herschleb**

Joanie Behrends had arrived at the meeting and was given the opportunity to give her presentation and an update on the City's disaster planning (i.e. EOP). She gave a recap of the past year of work that she has

done with the help of others – like **trainings** (with City employees, state troopers, neighborhood residents, section chiefs, CERT teams, etc.). She said they have also **created** things like the PWS Mutual Aid Agreement. They have also written the neighborhood campaign project. They were also involved in a lot of **drilling** like on March 23 they joined with the State on a tsunami drill and evacuated City Hall to the Forest Service Building. Ham radio operators and CERT team have also drilled. There have been **meetings** with dispatch and with individual section chiefs. There have been meetings with EMO and DHS & EM. Four drills are upcoming – one is noon-4pm tomorrow – it is the active shooter drill. On September 17 there will be a drill concerning an airplane crash in the water – DOT has to do this every 3 years – the fire department will be out assisting DOT at the airport on this drill. There will be a BP-run oil spill drill and Council will learn more at the work session with Trish Baker on Friday (August 5). Alaska Shield 2012 (2/10/12) is coming up again but it won't be as time-consuming as was the last Alaska Shield drill. She ended by stating that she knows there has been so much going on with this disaster training but she is sure everyone wonders when **Joanie** will stop with all of this – she had 4 points to make: 1) it is mandated by the Alaska Constitution, 2) it is being done all over the state and nation right now as a result of 9/11; 3) we have done the hard part – all the training of the people who need to be involved; and 4) as time progresses, more and more incoming employees will have this training upon acceptance of employment.

K. CORRESPONDENCE

19. Letter from PWSSC in re land acquisition (& background material)
20. Letter from Ocean Beauty in re land acquisition
21. Letter from Jai Kim, P.E., Ph.D. in re concern about truss bridges

Kacsh asked about the status of PWSSC concerning Lot 1 Block 1. He was asking whether the process had been begun on purchase. He said he would like to discuss this at the next meeting. **Allison** said we have a process in place and the process should be followed. After some back and forth discussion Council determined that the analysis of these varied requests should begin with staff and then should come before Council when necessary.

L. ORDINANCES AND RESOLUTIONS

10. Resolution 08-11-36

A resolution of the City Council of the City of Cordova, Alaska pledging a firm monetary commitment sufficient to complete construction of the Cordova Center Project equal to any funding deficit

M/Allison S/Bradford to approve Resolution 08-11-36 A resolution of the City Council of the City of Cordova, Alaska pledging a firm monetary commitment sufficient to complete construction of the Cordova Center Project equal to any funding deficit.

Beedle said that he would like to see the actual dollar amount in the resolution. **Allison** said we had this discussion previously and we specifically said we wouldn't include a number in there because we do not want to commit a certain amount. Our intent is still to fundraise for the gap. He said this resolution is relatively non-committal for the Council yet does satisfy the EVOSTC and should get us the \$7M. He will support the resolution. He would have had a problem if there had been a dollar amount included. He also believed that if we had a \$21M building and needed a few million more to complete – he thought there would be plenty of opportunities to get that amount – he was not afraid of that. **Bradford** said he recalled that as well and was in support of the resolution.

Vote on motion: 5 yeas, 1 nays, 1 absent (Cheshier). van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes; Reggiani – yes and Beedle – no. Motion was approved.

M. UNFINISHED BUSINESS

22. Review of Performance Deed of Trust Criteria for Lots 1-4, Block 42, Cordova Original Townsite

A typo was corrected as he intended to build a 4,000 square foot house not 400. Council also decided that a time frame should be added in and that they wanted to see a five-year performance. *Allison* suggested that the word minimum be placed in the performance deed of trust before the square footage.

23. Health Care Management RFP – follow up questions with answers

Council had back and forth discussion regarding QHR's answers to some follow up questions as well as the different types of boards in the different proposals (advisory vs. governing). *Allison* asked if it was appropriate to make a motion tonight to take action on this. *Vice Mayor Reggiani* thought not and the *Clerk* concurred that it was not listed as an action item. *Allison* wanted to stress that the employees, the administration and everyone at the hospital is waiting for a decision to be made – the original timeline laid out for this process called for Council action at this meeting. *Kristin Carpenter* was at the meeting and was asked for her input. She mentioned that hospital staff members that have been attending Health Services Board meetings have generally favored the QHR proposal for various reasons. It was decided to take up the scheduling of the decision during the pending agenda portion of tonight's meeting.

N. NEW & MISCELLANEOUS BUSINESS

24. Council concurrence of Mayor's appointment to fill vacancy on the HSB

M/van den Broek S/Allison to serve the remainder of a three year term that will expire August 2012.

van den Broek said he fully supports this and asked if *Kramer* had stated a reason why she resigned. *Allison* said he had received an email just stating she was resigning effective immediately.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). van den Broek – yes; Kacsh – yes; Allison – yes; Bradford – yes; Reggiani – yes and Beedle – yes. Motion was approved.

25. Pending Agenda and Calendar

Council concurred that the health services RFP decision should be on an agenda soon but they were concerned about having a full Council at the meeting where such a decision is made. The *Vice Mayor* and the *Clerk* would work together on upcoming agendas and on attendance.

O. AUDIENCE PARTICIPATION

Cathy Sherman thanked Council for their support on the Resolution for EVOSTC. She said if there had been a number in the resolution it would have let her off the hook to find the remaining funding – yet she fully intended to work hard to find the remaining funding. She said there was some misinformation out there and she wanted to clarify that for this \$21M project the City has expended approximately \$800K over the last nine and a half years. There is still \$1.5M of City money committed for construction because we knew that no one was going to fund City Hall. However, Council took a brave a valiant step tonight to commit to the project in order to appease EVOSTC and get the \$7M.

Barb Beedle of 910 Ingress is concerned about people crossing the road on Main Street – jaywalking and not crossing at the corner. She wondered if a cross walk couldn't be put in front of Wells Fargo. She also reiterated a concern about kids on bicycles on the sidewalks on Main Street – she wishes the police could go to a grade school assembly and mention it to kids there.

P. COUNCIL COMMENTS

18. Council Comments

Beedle welcomed Mark Lynch back. Good luck to *Kacsh* on the Health Services Board.

Allison wanted to pass on a final appreciation to *Kerin* and *Sandra* for their work on the HSB. He also welcomes *Jim* back to the board. He also congratulated *Jennifer Gibbins* for the purchase of the Cordova Times.

Bradford stated that he thanked the public for voicing their concerns. He also thanked Jennifer on the newspaper. He mentioned that Archery in the Schools will be August 18 & 19 for kids 8 and older and parents are welcome as well.

van den Broek brought up a traffic concern at the intersection of First and Council. There seems to be a lot of congestion there and pedestrian traffic as well. He thought it would be a good location for a four-way stop.

Q. EXECUTIVE SESSION

27. Cordova Center financial update

M/Allison S/Kacsh to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically, Cordova Center financial update.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Kacsh – yes; Allison – yes; Bradford – yes; Reggiani – yes; Beedle – yes and van den Broek – yes. Motion was approved.

Council entered into executive session at 9:55 pm. The Regular Council Meeting was reconvened at 10:05 pm. **Vice-Mayor Reggiani** said that Council had received a financial update on Cordova Center project and no action was taken.

28. Attorney advice regarding negotiations with AIGC regarding ATS 1004

M/Allison S/Bradford to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically, attorney advice regarding negotiations with AIGC regarding ATS 1004 and to allow our attorney and **John Harvill** to be involved in the executive session.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Allison – yes; Bradford – yes; Reggiani – yes; Beedle – yes; van den Broek – yes and Kacsh – yes. Motion was approved.

Council entered into executive session at 10:06 pm. The Regular Council Meeting was reconvened at 10:35 pm. **Vice-Mayor Reggiani** said that Council had received advice from the attorney regarding AIGC and ATS 1004 and no action was taken.

29. Attorney advice regarding potential HIPAA concerns with ambulance billing

M/Allison S/Bradford to go into an executive session to discuss matters the immediate knowledge of which would clearly have an adverse effect on the finances of the government specifically, attorney advice regarding potential HIPAA concerns with ambulance billing.

Vote on motion: 6 yeas, 0 nays, 1 absent (Cheshier). Bradford – yes; Reggiani – yes; Beedle – yes; van den Broek – yes; Kacsh – yes and Allison – yes. Motion was approved.

Council entered into executive session at 10:35 pm. The Regular Council Meeting was reconvened at 10:47 pm. **Vice-Mayor Reggiani** said that Council had received advice from the attorney regarding potential HIPAA concerns with ambulance billing and no action was taken.

R. ADJOURNMENT

M/Allison S/Bradford to adjourn the regular meeting at 10:48 pm. Hearing no objection, the meeting was adjourned.

Approved: August 17, 2011

Attest: _____
Susan Bourgeois, City Clerk

**CITY COUNCIL SPECIAL MEETING
AUGUST 4, 2011 @ 12:15 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Vice-Mayor David Reggiani called the Council Special Meeting to order at 12:15 pm on August 4, 2011 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were *Vice-Mayor David Reggiani* and Council members *Keith van den Broek*, *James Kacsh* and *David Allison*. Absent from the meeting were *Mayor Jim Kallander* Council members *Bret Bradford*, *EJ Cheshier* and *Robert Beedle*. Also present were City Manager *Mark Lynch* and Deputy City Clerk *Robyn Kincaid*.

C. APPROVAL OF AGENDA

M/Kacsh S/van den Broek to approve the agenda

Vote on motion: 4 yeas, 0 nays, 3 absent. (Bradford, Cheshier, Beedle).

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

1. Audience comments regarding agenda items. - None

F. COUNCIL COMMENTS - None**G. EXECUTIVE SESSION**

39. City Manager contract review

M/Allison S/van den Broek to enter into an executive session for the City Manager contract review; subjects which may be discussed are (1) matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

Vote on motion: 4 yeas, 0 nays, 3 absent. (Bradford, Cheshier, Beedle).

Council entered executive session at 12:17 pm

Council came out of executive session at 12:40 pm

Reggiani stated the Council reviewed the City Managers contract, they gave direction to the City Manager and no further action was taken.

H. ADJOURNMENT

M/Allison S/Kacsh to adjourn.

Vote on motion: 4 yeas, 0 nays, 3 absent. (Bradford, Cheshier, Beedle).

The meeting was adjourned at 12:40 pm.

Approved:

Attest: _____
Robyn Kincaid, Deputy City Clerk

**CITY COUNCIL WORK SESSION
AUGUST 05, 2011 @ 11:00 AM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Vice-Mayor David Reggiani called the Council Work Session to order at 11:05 am on August 5, 2011 in the Library Meeting Room.

B. ROLL CALL

Present for roll call were Council members *Keith van den Broek*, *David Allison* and *David Reggiani*. Absent were *Mayor James Kallander* and Council members *James Kacsh*, *Bret Bradford*, *EJ Cheshier* and *Robert Beedle*. Also present were City Manager *Mark Lynch* and Deputy City Clerk *Robyn Kincaid*.

C. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Audience Comments regarding agenda items - None

D. WORK SESSION TOPIC

2. Cordova's EOP involving a major oil spill

Reggiani turned the meeting over to *Joanie Behrends*. *Behrends* introduced *Trish Baker* from BP and asked her to give an overview of what she does and what the BP drill in September will be all about. *Baker* gave a briefing on her background and then a history of how this drill was developed. She explained that every year one of the four shippers gets to do a drill with Alyeska, this year is BP's turn. She explained the Regional Stake Holder Committee has an exchange program where they will send someone to Cordova and Cordova will send someone to Valdez to be in the operation center. *Dean Kelly* is the volunteer from BP for Cordova; he lives in Cordova and works for BP on the slope. In an incident, and during the drill, *Kelly* will open an Information Center in Cordova. During the drill BP would like to have someone from Cordova go to Valdez and learn about the operation center. BP will pay for the travel and lodging for the Cordova rep. She added that the Native Village of Eyak is also sending someone to the drill. *Richard Groff* stated that he was Cordova's rep the last time they had a drill, about 4-years ago. He said it was a great opportunity to see how an EOC (Emergency Operations Center) will operate during a disaster. *Baker* explained the process of selecting a command center in the time of a disaster. She stated that using communities instead of a hypothetical situation brings out other ideas that they would have never thought about. A community may have issues with response that has nothing to do with the response of the spill itself. *Behrends* stated that it's Cordova's job to think up ideas of things that could possibly happen or be an issue during a spill so they can work through them during the drill. *Baker* added that food, accommodations, hospital capabilities etc. will be areas that could have issues that they will not think of and they will need the communities help thinking those up. She stated that all four of the shippers will be operating the same way during a spill as they will be following the same plan. She added that after the drill if Cordova would like her to come back to discuss what went well and what didn't that is valuable feedback. *Behrends* went through the portion of EOP (Emergency Operations Plan) that deals with major oil spills for the Council. She explained that Cordova's EOP for oil spills refers to the Alyeska Oil Spill Response Plan. The port of Cordova's EOP that discusses oil spills is just the detailed part of the process for Cordova. *Baker* added that the shipper will set up a claim office in the community. *Lynch* asked, if a spill happens and the City has to do something that is time sensitive, if they will reimburse the City. *Baker* responded that the City needs to be sure to document what and why. They will be on the ground ASAP. *Baker* suggested *Lynch* provide that idea to the

information center during the drill to force them to work through the issue. It will force them to work out a real answer.

Jim Kacsh joined the meeting at 11:32 am

Behrends continued to walk Council through the Cordova's EOP for major oil spills. She stated that they will need to create office space for the information officer the shipper will be sending to Cordova. **Lynch** pointed out that it does not say that Cordova will send a rep to the Valdez EOC. **Behrends** suggested that it be added. **Baker** stated that it is not mandatory that Cordova send anyone but it will help with communications. She added that if Cordova puts this in their EOP she recommends not putting a specific a person in case they can't be spared on site. **Baker** opined that Cordova is way ahead of other communities just having the EOP in place. **Behrends** asked if they would like to insert a list of positions that could be considered to be sent to Valdez into the EOP or make the decision at the time of the incident. She suggested that the person who goes to Valdez not be the Response Coordinator. They can both work as points of contacts for each other at the two locations. **Baker** recommended that there be two, one in Cordova and one in Valdez, which will put contacts where they need to be and help communication run smoothly. She explained that the "Valdez EOC" they keep referring to is the first floor of the SERVS building that is set up all the time to be turned into an EOC for a spill. It can be up and running ASAP with all the different parts and pieces that a regular EOC would have. **Behrends** asked if they would like her to make the changes and then bring it back to Council. **Lynch** gave **Behrends** two suggestions to include in the changes she brings back to Council. **Reggiani** said it sounded good to him. **Baker** stated that it is not a perfect process as it was made by humans so it can get messy; but disasters are never fun events. **Behrends** stated that she will make the changes and bring it back to Council. She asked if Council would like to participate in the drill on September 28th. Council concurred that it would be a good idea but would like to wait to firmly schedule till its closer. They asked the Clerk to put it under pending agenda for the September 7th meeting.

E. AUDIENCE PARTICIPATION - None

F. COUNCIL COMMENTS - None

G. ADJOURNMENT

M/van den Broek S/Allison to adjourn the work session at 11:50 am.

Hearing no objection, the meeting was adjourned.

Approved:

Attest:

Robyn Kincaid, Deputy City Clerk



RECEIVED

AUG 05 2011

City of Cordova

Regional Citizens' Advisory Council / "Citizens promoting environmentally safe operation of the Alyeska terminal and associated tankers."

In Anchorage: 3709 Spenard Road / Suite 100 / Anchorage, Alaska 99503 / (907) 277-7222 / FAX (907) 277-4523
In Valdez: P.O. Box 3089 / 130 South Meals / Suite 202 / Valdez, Alaska 99686 / (907) 834-5000 / FAX (907) 835-5926

MEMBERS

August 1, 2011

Alaska State
Chamber of
Commerce

Honorable Sean Parnell
Governor of the State of Alaska
P.O. Box 110001
Juneau, AK 99811-0001

Alaska Wilderness
Recreation & Tourism
Association

Dear Governor Parnell:

Chugach Alaska
Corporation

On behalf of the Alaskans in the Exxon Valdez oil spill region with or for whom we work to help ensure that the transportation of North Slope crude oil by tankers from the marine terminal in Valdez is safe and uninterrupted, we would like to bring to your attention and seek your leadership in addressing the threat posed by aquatic nuisance species and other non-indigenous species to the regional and state economies, to the environment, and/or to human health.

City of Cordova

City of Homer

City of Kodiak

City of Seldovia

City of Seward

City of Valdez

City of Whittier

The Prince William Sound Regional Citizens' Advisory Council is an independent non-profit corporation whose mission, as authorized in Section 5002(b)(3) of the Oil Pollution Act of 1990, includes "environmental monitoring of the terminal facilities in Prince William Sound and the crude oil tankers operating in Prince William Sound." Its board members represent organizations and communities from throughout the *Exxon Valdez* oil spill region.

Community of
Chenega Bay

In carrying out its environmental monitoring responsibilities, the council has had to address the issue of ballast water discharges from oil tankers in Prince William Sound. Those discharges pose problems to the environment both from the standpoint of oily water in the ballast tanks and organisms in ballast water from other waterways of the U.S. that may be discharged into Prince William Sound prior to a tanker's loading at the Valdez terminal.

Community of
Tatitlek

Cordova District
Fishermen United

To aid the council in its work, one of its staff people was appointed to the Invasive Species Advisory Committee approximately a decade ago. And, in 2008, thanks to support from the Palin/Parnell administration, the council was again able to have a staff member appointed to this committee, which is a panel of non-federal experts and stakeholders authorized by executive order to advise the federal National Invasive Species Council. That appointment helped the council stay current with developments in the invasive species arena of importance to Alaska.

Kenai Peninsula
Borough

Kodiak Island
Borough

Kodiak Village Mayors
Association

Oil Spill Region
Environmental
Coalition

As you know, in recent years, invasive species of various kinds have become an increasing threat to Alaska's waters, lands, fish, and wildlife. These invaders are damaging salmon, trout, and groundfish habitat and they hold the potential to significantly harm the sport and commercial fishing industries,

Port Graham
Corporation

Prince William Sound
Aquaculture
Corporation

Page 1 of 5

952.105.110801.ParnellNIS

aquaculture, tourism, subsistence, and other vital uses dependent upon healthy marine and terrestrial environments.

Noteworthy are actual problems seen in Alaska already. One example is the destruction of the valuable Alexander Creek king salmon fishery by northern pike, which are also suspected in the decline of the Deshka River king salmon fishery.

Pike are a significant threat to the world-renowned Kenai River salmon fishery, as well, but it is also threatened by reed canarygrass, an invasive weed introduced to the Kenai Peninsula for erosion control and/or agricultural purposes. This invader can choke streams and wetlands so that spawning salmon are unable to proceed upstream. It can further degrade salmon habitat by increasing siltation and impeding tree growth.

As has been widely reported, in other areas of the United States, such as the Great Lakes region, noxious aquatic invasive species such as zebra mussels have become well-established and have caused enormous biological and economic damage.

In addition to the potential for natural in-migration of invasive species, particularly with a trend of warming waters, Alaska experiences an ongoing threat from: (1) the discharge of ballast water in or near Prince William Sound from oil tankers traveling to the Valdez Marine Terminal, and similar discharges into other waterways of the state, and (2) hull fouling on or in ships from around the world or from coastwise traffic to Alaska, including, but not limited to, fishing vessels as well as oil tankers.

By some estimates, the vast majority of marine invasive species are introduced via ballast water discharges and hull fouling. While open-ocean ballast-water exchange is increasingly being utilized to reduce the risk of non-indigenous species being introduced to our state's waters, most observers now believe the end-state of protection from ballast-water-borne invasions ultimately will only come from onboard or onshore treatment of ballast water.

Although the state of Alaska has taken some actions to address marine and terrestrial invasive species, the threat from both continues to grow, calling for greater vigilance and action from all of us to prevent more of them from gaining footholds in Alaska. Were that to happen, it could cause enormous harm to the state's many industries and jobs directly or indirectly dependent upon the health of our fish and other marine organisms, as well as on the marine and terrestrial environments that are unique to Alaska.

To help combat these threats, we recommend that you consider directing the designation of a Non-Indigenous Species Coordinator from existing state personnel in each key state agency. These coordinators would be responsible for advising the Office of the Governor on: (1) the status of the threats from non-indigenous species; (2) the expansion and improvement of research and monitoring efforts; (3) the development and implementation of prevention strategies; (4) the progress in curbing or eliminating importation of non-indigenous marine species through ballast water and/or hull fouling.

Additionally, after consultation with relevant non-governmental entities such as those outlined below, we recommend that the Coordinators prepare and submit an annual

Patience Andersen Faulkner

Patience Andersen Faulkner, PWSRCAC Board Member
Representative from the Cordova District Fishermen United

Rochelle van den Broek

Rochelle van den Broek, PWSRCAC Board Member
Representative from the City of Cordova

ALVIN R. BURCH

Alvin Burch, PWSRCAC Board Member
Representative from the Kodiak Island Borough

Jane Eisemann

Jane Eisemann, PWSRCAC Board Member
Representative from the City of Kodiak

Larry Evanoff

Larry Evanoff, PWSRCAC Board Member
Representative from the Chenega Corporation & Chenega IRA Council

John French

John French, PWSRCAC Board Member
Representative from the City of Seward

Cathy Hart

Cathy Hart, PWSRCAC Board Member
Representative from the Alaska Wilderness Recreation & Tourism Association

Marilynn Heddell

Marilynn Heddell, PWSRCAC Board Member
Representative from the City of Whittier

Blake Johnson

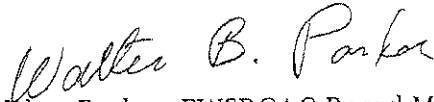
Blake Johnson, PWSRCAC Board Member
Representative from the Kenai Peninsula Borough

Stephen Lewis

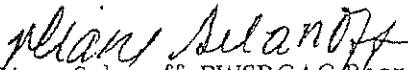
Stephen Lewis, PWSRCAC Board Member
Representative from the City of Seldovia



Iver Malutin, PWSRCAC Board Member
Representative from the Kodiak Village Mayors Association



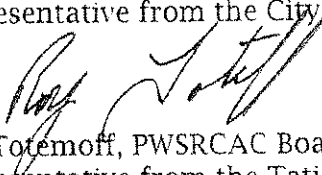
Walter Parker, PWSRCAC Board Member
Representative from the Oil Spill Region Environmental Coalition



Diane Seianoff, PWSRCAC Board Member
Representative from the Port Graham Corporation



Stan Stephens, PWSRCAC Board Member
Representative from the City of Valdez



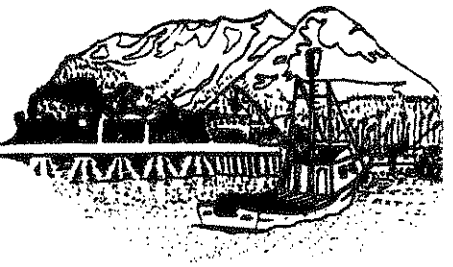
Roy Totemoff, PWSRCAC Board Member
Representative from the Tatitlek Corporation & Tatitlek Village IRA Council



John Velsko, PWSRCAC Board Member
Representative from the City of Homer

cc: Hon. Gary Stevens, President, Alaska Senate
Hon. Kevin Meyer, Senate Majority Leader
Hon. Charlie Huggins, Senate Minority Leader
Hon. Mike Chenault, Speaker, Alaska House of Representatives
Hon. Alan Austerman, House Majority Leader
Hon. Beth Kerttula, House Minority Leader
Alyeska Pipeline Service Company
17th District, United States Coast Guard
Member Entities, Prince William Sound Regional Citizens' Advisory Council

CITY OF CORDOVA



August 9, 2011

Robin Park
Grants Administrator II
Dep't of Commerce and Economic Development
PO Box 110809
Juneau, AK 99811-0809

Dear Robin:

On behalf of Mayor Kallander, I would like to respond to your notification that the City of Cordova has been awarded a FY 2012 Designated Legislative Grant per 37.05.315 for the purpose of **Breakwater Extension and Boat Ramp**.

The objective of this project is to rebuild a portion of the existing north rock breakwater at the harbor entrance and extend it in an effort to provide adequate protection from winter storms. In addition, it will add improvements to the North Fill Boat Ramp. The design phase for the Breakwater has been completed and construction is tentatively proposed to begin this fall of 2011 with potential completion by 2013. Any remaining funds would be used toward the Boat Ramp improvements.

Proposed project costs may include but not limited to:

• Breakwaters/seawalls	\$2,763,752
• Mob/demob prep.	247,428
• Mob/demob	221,538
• Prep work for access road	18,629
• Remove access road	7,260
• Navigation marker base	3,479
• Concrete work	3,479
• Demo/disp. Of existing breakwater headwall	29,073
• Surveys	51,563

Contact Information requested:

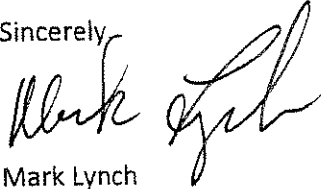
Project Manager for the Breakwater Extension and Boat Ramp is Mark Lynch, City Manager for the City of Cordova. Email: citymanager@cityofcordova.net; 907 424-6200; FAX 907 424-6000.

Project Leader for the Breakwater Extension and Boat Ramp is Dale Muma, Harbormaster for the City of Cordova. Email: harbor@cityofcordova.net; 907 424-6279; FAX 907 424-6446.

Grant Administrator for the Breakwater Extension and Boat Ramp is Cindy Appleton, HR/Grants Administrator for the City of Cordova. Email: humanresources@cityofcordova.net; 907 424-6223; FAX 907 424-6000.

Please feel free to contact anyone listed above for further information. We look forward to working with you as we proceed with the Breakwater Extension and Boat Ramp project.

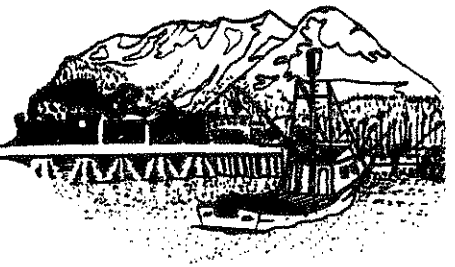
Sincerely,

A handwritten signature in black ink, appearing to read "Mark Lynch", written over the word "Sincerely,".

Mark Lynch
City Manager

Cc: Mayor Jim Kallander
Enclosures: Authorized signers form

CITY OF CORDOVA



August 9, 2011

Robin Park
Grants Administrator II
Dep't of Commerce and Economic Development
PO Box 110809
Juneau, AK 99811-0809

Dear Robin:

On behalf of Mayor Kallander, I would like to respond to your notification that the City of Cordova has been awarded a FY 2012 Designated Legislative Grant per 37.05.315 for the purpose of **North Fill Boat Ramp Improvements**.

The objective of this project is to design, construct, and install an approximate 140' X 6' floating dock at the existing North Fill boat ramp. Please see attached scope of work provided by the Harbormaster which gives a brief project description, proposed project timeline and a budget narrative.

Contact Information requested:

Project Manager for the North Fill Boat Ramp Improvements is Mark Lynch, City Manager for the City of Cordova. Email: citymanager@cityofcordova.net; 907 424-6200; FAX 907 424-6000.

Project Leader for the North Fill Boat Ramp Improvements is Dale Muma, Harbormaster for the City of Cordova. Email: harbor@cityofcordova.net; 907 424-6279; FAX 907 424-6446.

Grant Administrator for the North Fill Boat Ramp Improvements is Cindy Appleton, HR/Grants Administrator for the City of Cordova. Email: humanresources@cityofcordova.net; 907 424-6223; FAX 907 424-6000.

Please feel free to contact anyone listed above for further information. We look forward to working with you as we proceed with the North Fill Boat Ramp Improvement project.

Sincerely,

Mark Lynch
City Manager

Cc: Mayor Jim Kallander
Enclosures: North Fill Boat Ramp improvement scope of work
Engineer conceptual drawing
Floating Dock project estimate
Authorized Signers Form

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: August 9, 2011
TO: Mayor and City Council
SUBJECT: Health Care Management RFP

A health care management RFP was put out by the City of Cordova and four proposals were received in response. The City Council and the Health Services Board have met a number of times to discuss said proposals and to ask follow-up questions of the proposers and then to review the answers. At the July 20, 2011 Joint Work Session between the City Council and the Health Services Board, the HSB offered its recommendation to the City Council. The HSB members narrowed the pool from four proposers to two proposers and recommended that the City Council continue consideration of Providence and QHR.

Recommended motion: Move to accept the proposal from _____ and direct the City Manager to enter into negotiations with _____ for a management contract for all health care systems owned by the City and currently operated under CCMC.

Staff recommendation: Majority Voice Vote

PENDING AGENDA

Capital Priorities List Meeting – **September 2011, December 2011**

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, VACANCY, Darrel Olsen, Larue Barnes, VACANCY, Valerie Covell, David Roemhildt, Dan Logan, Nancy Bird, and Cathy Sherman

Fisheries Advisory Committee: David Reggiani, PWSAC; Ken Roemhildt, Seafood Sales; Jim Holley, AML; Torie Baker, Marine Advisory Program Coordinator; VACANCY; and Brian Marston, ADF&G

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

Public Services Building Design Committee: David Reggiani - Chairman, Chief Baty, Martin Moe, Jim Kacsh, Dick Groff, Mike Hicks, Tom Bailer

August 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib	1	2	3	4	5	6
			7:30 reg mtg LMR Sch Bd 7pm HSL		11 am work session in re EOP - Oil Spills LMR	
7	8	9	10	11	12	13
		P&Z Commission Mtg 7pm CH —Lynch at AML—	Hrbr Cms 7pm CH HSB 7pm LMR —Lynch at AML—	—Lynch at AML—	—Lynch at AML—	
14	15	16	17	18	19	20
			7:15 pub hrg LMR 7:30 reg mtg LMR			
21	22	23	24	25	26	27
28	29	30	31	Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib		

September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib				1	2	3
4	5 Labor Day—City Hall Offices Closed	6	7 7:15 pub lrg (maybe) LMR 7:30 reg mtg LMR	8	9	10
11	12	13 P&Z Commission Mtg 7pm CH	14 Hrbr Cms 7pm CH HSB 7pm LMR Sch Bd 7pm HSL	15	16	17
18	19	20	21 7:15 pub lrg (maybe) LMR 7:30 reg mtg LMR	22	23	24
25	26	27	28	29	30	Location Legend CH—City Hall Conference Room LMR—Library Meeting Room HSL—High Sch Lib

October 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Location Legend CH—City Hall Confer- ence Room LMR—Library Meeting Room						1
2	3	4	5 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	6	7	8
9	10	11 P&Z Commission Mtg 7pm CH	12 Hrbr Cms 7pm CH HSB 7pm LMR Sch Bd 7pm HSL	13	14	15
16	17	18 Alaska Day—City Hall Offices Closed	19 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	20	21	22
23	24	25	26	27	28	29
30	31					Location Legend CH—City Hall Confer- ence Room LMR—Library Meeting Room