

Mayor

Clay Koplin

Council Members

James Burton

Kenneth Jones

Jeff Guard

Robert Beedle

Josh Hallquist

David Allison

James Wiese

City Manager

Alan Lanning

City Clerk

Susan Bourgeois

Deputy Clerk

Tina Hammer

Student Council

William Deaton

**Regular City Council Meeting
November 1, 2017 @ 7:00 pm
Cordova Center Community Rooms
Agenda**



A. Call to order

B. Invocation and pledge of allegiance

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

C. Roll call

Mayor Clay Koplin, Council members James Burton, Kenneth Jones, Jeff Guard, Robert Beedle, Josh Hallquist, David Allison and James Wiese

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

E. Disclosures of Conflicts of Interest

F. Communications by and Petitions from Visitors

1. Guest Speakers

2. Audience comments regarding agenda items..... (3 minutes per speaker)

3. Chairpersons and Representatives of Boards and Commissions (CCMCABoD, School Board)

4. Student Council Representative Report

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

5. Proclamation for Native Village of Eyak’s 24th Annual Sobriety Celebration..... (page 1)

6 Record excused absences of Council members *Hallquist* and *Beedle* from the October 18, 2017 Regular Meeting

H. Approval of Minutes

I. Consideration of Bids

J. Reports of Officers

7. Mayor’s Report..... (page 2)

8. Manager’s Report

9. City Clerk’s Report

K. Correspondence

10. 10-14-17 letter from *Fishers* re: variable tax proposal..... (page 3)

L. Ordinances and Resolutions

11. Ordinance 1156..... (roll call vote)(page 4)

An ordinance of the City Council of the City of Cordova, Alaska, adopting Chapter 5.39, “motor fuel excise tax” and imposing an excise tax of \$.04 per gallon on motor fuel dispensed into vehicles and watercraft from a fuel facility within Cordova - 2nd reading

12. Ordinance 1159..... (roll call vote)(page 9)

An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code section 5.40.030(c) and CMC 5.40.030(d) to increase the cap on sales tax from \$3,000 to \$7,500 - 2nd reading

13. Ordinance 1160..... (roll call vote)(page 15)

An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code Chapter 5.40 to repeal CMC 5.40.090, eliminating the compensatory collection discount from sales tax - 2nd reading

M. Unfinished Business

N. New & Miscellaneous Business

14. Pending Agenda, Calendar and Elected & Appointed Officials lists..... (page 18)

O. Audience Participation

P. Council Comments

Q. Executive Session

15. Contractual Issues

R. Adjournment

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

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

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

*City of Cordova, Alaska
Proclamation*

*A Proclamation by the Mayor of Cordova, Alaska
recognizing the 24th Annual Sobriety Celebration and
Memorial Potlatch sponsored by the Native Village of Eyak*

Whereas, alcoholism and drug abuse are serious health and social concerns that affect and impact family members as well as entire communities; and

Whereas, the Native Village of Eyak promotes sobriety through social gatherings and education; and

Whereas, the Sobriety Celebration's mission each year is to bring awareness of alcoholism and drug abuse to the community, and to celebrate through cultural healing for those suffering from dependency; and

Whereas, the Native Village of Eyak's **24th Annual Sobriety Celebration & Memorial Potlatch**, the theme of which is "**Riding the qailiq/wave of Sobriety**", and will be held in Cordova from November 10th through November 12th, 2017; and

Whereas, the Native Village of Eyak invites everyone to celebrate the progress that their culture has made in promoting and achieving sobriety through good food, arts and crafts fair, educational workshops, inspirational speakers, the honoring of our elders, youth and veterans, a sobriety countdown, Alaskan native dancing and 12-step meetings.

Now, therefore, be it proclaimed that I, Mayor Clay Koplin, on behalf of the City Council and the community of Cordova, Alaska do hereby proclaim the **24th Annual Sobriety Celebration and Memorial Potlatch** to be an inspiration of community commitment to aid and educate Cordovans and others, about the abuse and misuse of alcohol and drugs, through the social events held during the celebration.

Signed this 25th day of October, 2017

Clay E. Koplin

Clay Koplin, Mayor



Mayor's Report
10/26/17
Clay Koplín

In a teleconference with Department of Transportation this week, we discussed the Power Creek Road plan. Once elevations in the river basin have been established, a design and estimates can be developed. In the meantime, ADOT staff will work with Cordova organizations (City, Eyak Corporation, CEC, and USFS) to get land ownership, hydrology, and community preferences for a road upgrade. During the conversation, the DOT indicated that the Fleming Spit culvert upgrade has been moved up to 2020 for construction. The Whitshed Road bike path planning is well under way and DOT plans to visit Cordova soon to discuss the project; surveying is in progress.

I will be in Kodiak hunting an elk permit this week, and will miss the meeting.

Have a great week, Cordova

Respectfully,

Mayor Clay

Cordova Outboard, Inc.

211 Breakwater Avenue - P.O. Box 960
Cordova, Alaska 99574
(907) 424-3220 or (907) 424-7202

October 14, 2017

We would like to weigh in on the variable tax proposed by the City Manager.

This would be a logistic nightmare for local businesses to collect tax on behalf of the City. Often times, because of our customer's charge accounts, tax is not collected until 1-2 months after the sale. This could possibly fall into another tax rate and might not be the amount posted at the time of the charge.

The answer for us would be no charge accounts. We don't think it would be beneficial for our company as well as the City.

We would be more inclined to support a higher tax cap and/or tax without seasonal fluctuations.

Thank you.

William F. Fisher 

William and Michele Fisher

Cordova Outboard, Inc.

CC: City Council
Mayor
City Manager
City Clerk



AGENDA ITEM # 11

City Council Meeting Date: 10/18/2017

CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 10/18/2017

ITEM: Motor Vehicle Fuel Tax Ordinance FY2018 Budget

NEXT STEP: Seeking Council Motion

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

As directed by Council at the 10/4/2017 Council meeting, we have revised the attached Ordinance related to the Motor Vehicle Fuel Tax, provided individual revenue assumptions. Staff is seeking official guidance from Council regarding a Motor Vehicle Fuel Tax in the attached Ordinance for first reading.

- Motor Vehicle Fuel Tax rate of 2 cents per gallon, raising approximately \$88,000.
- Motor Vehicle Fuel Tax rate of 3 cents per gallon, raising approximately \$132,000.
- Motor Vehicle Fuel Tax rate of 4 cents per gallon, raising approximately \$176,000.

II. RECOMMENDED ACTION / NEXT STEP:

Council motion to approve Ordinance as submitted or with appropriate changes.

III. FISCAL IMPACTS:

The budget as submitted is in the red, just over \$367,000. Very little funding is available for capital or improved maintenance. This option would provide up to \$176,000 in new revenue, depending upon Council's direction.

IV. BACKGROUND INFORMATION:

During the Strategic Planning process, considerable discussion focused on arriving at the nexus of personnel vs. operational costs. The discussion using FY2106 as the baseline required decreasing personnel costs and increasing operational costs. At this point in time, that nexus cannot be achieved without additional revenue or extremely radical cuts. Cuts, which in my professional opinion would severely limit our ability to provide quality services to the City. I would like to reiterate, this is the General Fund only. I would also reiterate, the Strategic Plan was the culmination of 8 special meetings, specifically focused on strategic planning and economic sustainability. Also termed the 20/20 plan, it is intended for the City to reach expense and revenue parity, no later than 2020, without complete reliance upon either State or federal funding. It was also asked and indicated at a later meeting, the overall revenue need was \$620,000 to reach the nexus of operations and personnel. Combined with the other submitted Ordinance, potential new revenue would be approximately \$631,000.

V. LEGAL ISSUES:

None that we are aware of.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

There are none anticipated.

VII. SUMMARY AND ALTERNATIVES:

Approve the Ordinance.
Reject the Ordinance.
Alter the Ordinance.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1156**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
ADOPTING CHAPTER 5.39, “MOTOR FUEL EXCISE TAX” AND IMPOSING AN EXCISE
TAX OF \$.04 PER GALLON ON MOTOR FUEL DISPENSED INTO VEHICLES AND
WATERCRAFT FROM A FUEL FACILITY WITHIN CORDOVA**

WHEREAS, the City of Cordova (“City”) is currently facing financial challenges and budgeting concerns, and

WHEREAS, it is in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

WHEREAS, the implementation of a comprehensive motor fuel tax is in the City’s best interest as it provides the City additional revenues to meet the needs of its population and visitors.

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

Section 1. Cordova City Code Title 5 is amended to adopt Cordova City Code Chapter 5.39, entitled “Comprehensive Motor Fuel Tax” to read as follows:

Chapter 5.39 Motor Fuel Excise Tax

Sections:

- 5.39.010 Levy of tax
- 5.39.020 Payment by consumer and collection by distributor
- 5.39.030 Returns- Filing required- Remittance of tax
- 5.39.040 Definitions

5.39.010 Levy of tax.

A. An excise tax is levied on all motor fuel dispensed into vehicles and watercraft from any fueling facility within the City other than a fueling facility located on property for which the City receives rent calculated based on the number of gallons of fuel sold from the fueling facility.

B. The tax is \$0.04 per gallon.

5.39.020 Payment by consumer and collection by distributor.

A. The fuel distributor shall be responsible for collecting the tax from the consumer. If the distributor has reasonable cause to believe that fuel sold is ultimately destined to be dispensed subject to this excise tax, the distributor shall require the customer to pay the tax at the time of the sale or cause the customer to sign a statement that the fuel is either: (1) not going to be dispensed into a vehicle or watercraft within the City or (2) will be dispensed into a watercraft from the floating fuel dock located in the Cordova small boat harbor. Except as otherwise provided in this chapter, the fuel distributor shall be jointly and severally liable with the consumer to the City for all taxes the distributor is required to collect, whether or not collected by the distributor.

B. It shall be a misdemeanor to falsely sign or cause to sign, such a statement or to do so with false intent. The maximum fine shall be \$500.00.

C. All excise taxes collected or which should have been collected pursuant to this chapter are City moneys for which the fuel distributor is liable and at all times accountable to the City. All such City moneys shall be held by the fuel distributor in trust for the City in an account that is separate from other moneys of the fuel distributor.

5.39.030 Returns- Filing required- Remittance of tax.

A. Every fuel distributor shall file an excise tax return, on forms furnished by the City on a monthly basis.

B. The completed return, together with remittance in full for the amount of tax due, must be transmitted to the City no later than the first business day following the last day of the month following the end of each reporting period (i.e., March's reporting period is due the first business day of May).

5.39.040 Definitions.

For the purpose of this chapter when not clearly indicated by the context, the following words and phrases have the following meanings:

“Consumer” means and includes each person who purchases motor fuel for which the tax under this chapter has not previously been paid.

“Motor fuel” means fuel used in and on vehicles and watercraft for any purpose, or in a stationary engine, machine, or mechanical contrivance that is run by an internal combustion motor; “motor fuel” does not include:

1. Fuel consigned to foreign countries;
2. Fuel used in stationary power plants operating as public utility plants and generating electrical energy for sale to the general public;
3. Fuel used by nonprofit power associations or corporations for generating electric energy for resale;
4. Fuel used by charitable institutions;
5. Fuel sold or transferred between qualified dealers;
6. Fuel sold to Federal, state, and local government agencies for official use;
7. Fuel used in stationary power plants that generate electrical energy for private residential consumption;
8. Fuel used to heat private or commercial buildings or facilities;
9. Fuel used in stationary power plants of 100 kilowatts or less that generate electrical power for commercial enterprises not for resale; or

10. Residual fuel oil used in and on watercraft if the residual fuel oil is sold or transferred in the state or consumed by a user; for purposes of this subparagraph, “residual fuel oil” means the heavy refined hydrocarbon known as number 6 fuel oil that is the residue from crude oil after refined petroleum products have been extracted by the refining process and that may be consumed or used only when sufficient heat is provided to the oil to reduce its viscosity rated by kinetic unit and to give it fluid properties sufficient for pumping and combustion.

“Vehicle” means a vehicle of a type that is subject to registration under AS 28.10.011, without regard to the exceptions in that statute.

“Watercraft” means and includes vessels, ships or crafts of all types including but not limited to motor ships, tugs, barges, sailing vessels, and motor boats.

Section 2. This ordinance shall be effective on January 1, 2018. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published within ten (10) days after its passage.

1st reading: October 18, 2017
2nd reading and public hearing: November 1, 2017

PASSED AND APPROVED THIS 1st DAY OF NOVEMBER, 2017.

Clay Koplín, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



AGENDA ITEM # 12
City Council Meeting Date: 10/18/2017
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager
DATE: 10/18/2017
ITEM: Single Sales, Sales Tax Ordinance FY2018 Budget
NEXT STEP: Seeking Council Motion

ORDINANCE RESOLUTION
 MOTION INFORMATION

I. REQUEST OR ISSUE:

As directed by Council at the 10/4/2017 Council meeting, we have revised the attached Ordinance related to the Single Sales-Sales Tax Cap, and have provided individual revenue assumptions. Staff is seeking official guidance from Council regarding a change to the Single Sales Cap in the attached Ordinance for first reading.

- Single Sales Cap-\$5,000, raising approximately \$100,000.
- Single Sales Cap-\$7,500, raising approximately \$125,000.
- Single Sales Cap-eliminated, raising approximately \$225,000.

II. RECOMMENDED ACTION / NEXT STEP:

Council motion to approve Ordinance as submitted or with appropriate changes.

III. FISCAL IMPACTS:

The budget as submitted is in the red, just over \$367,000. Very little funding is available for capital or improved maintenance. This option would provide up to \$225,000 in additional revenue, depending upon Council's direction.

IV. BACKGROUND INFORMATION:

During the Strategic Planning process, considerable discussion focused on arriving at the nexus of personnel vs. operational costs. The discussion using FY2106 as the baseline required decreasing personnel costs and increasing operational costs. At this point in time, that nexus cannot be achieved without additional revenue or extremely radical cuts. Cuts, which in my professional opinion would severely limit our ability to provide quality services to the City. I would like to reiterate, this is the General Fund only. I would also reiterate, the Strategic Plan was the culmination of 8 special meetings, specifically focused on strategic planning and economic sustainability. Also termed the 20/20 plan, it is intended for the City to reach expense and revenue parity, no later than 2020, without complete reliance upon either State or federal funding. It was also asked and indicated at a later meeting, the overall revenue need was \$620,000 to reach the nexus of operations and personnel. Combined with the other submitted Ordinance, potential new revenue would be approximately \$631,000.

V. LEGAL ISSUES:

None that we are aware of.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

There are none anticipated.

VII. SUMMARY AND ALTERNATIVES:

Approved the Ordinance.
Reject the Ordinance.
Alter the Ordinance.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1159**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE SECTION 5.40.030(C) AND CMC 5.40.030(D)
TO INCREASE THE CAP ON SALES TAX FROM \$3,000 TO \$7,500**

WHEREAS, the City of Cordova (“City”) is currently facing financial challenges and budgeting concerns; and

WHEREAS, it is in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

WHEREAS, amending the rate of the sales tax is in the City’s best interest as it provides the City additional revenues to meet the needs of its population and visitors.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Cordova, Alaska that:
Section 1. Cordova Municipal Code 5.40.030 is amended to read as follows:

5.40.030- Exemptions.

The following sales and services are exempt transactions and are not subject to taxation by the city:

- A. Proceeds from casual, occasional or isolated sales which are easily identified as the sale of personal goods or property at such private functions as moving, garage, yard, food and bake sales, sale of private vehicles when the seller is not a dealer in used vehicles, or services such as babysitting or house-sitting. A city license is not required under this subsection A;
- B. Sales of insurance and bonds of guaranty and fidelity;
- C. Fees for sales and services in excess of \$7500.00~~three thousand dollars~~ per single purchase transaction. This exemption does not apply to accumulative purchases and billed as a lump sum in excess of \$7500.00~~three thousand dollars~~ except as provided in subsection (D) relating to sales of construction materials and services. In the event of an oil spill that requires mobilization of the oil spill response vessels, this exemption is automatically suspended for ninety days on all fees for sales and services commencing on the day of the oil spill;
- D. Sales of construction materials and services exceeding \$7500.00~~three thousand dollars~~ for use in each construction project paid for by any one purchaser during any twelve consecutive month period; provided, that the purchaser has obtained a building permit from the city prior to the start of the project and all receipts for construction materials and services clearly show the building permit number. Construction materials are those items becoming a permanent part of the structure. Purchaser may pay all sales tax on such materials and services and may apply for a refund as set out in [Section 5.40.042] or may pre-pay applicable city sales tax in advance and receive an exemption card;
- E. Gross receipts or proceeds derived from servicing, freezing, storing, handling or wharfing of fisheries commodities awaiting shipment or in the process of being shipped;
- F. Gross receipts or proceeds derived from sales or services which the municipality is prohibited from taxing under the laws of the state, or under the laws and the Constitution of the United States, including but not limited to:

1. Sales by the U.S. Postal Service,
 2. Sales of any items purchased with food coupons, food stamps or other type of certificate issued under 7 U.S.C. Sections 2011-2025 (Food Stamp Act),
 3. Purchases made under the authority of or made with any type of certificate issued pursuant to 42 U.S.C. Sections 1771-1789 (Child Nutrition Act of 1966),
 4. Interstate sales,
 5. Air transportation including that portion of any chartered fishing or hunting expedition which covers the cost of air transportation,
 6. Gross receipts or proceeds derived from sales to the United States, state, city or any political department thereof;
- G. Gross receipts or proceeds from the transportation (including freight and shipping charges), loading, unloading or storing of cargo from marine vessels or aircraft in foreign, interstate or intrastate commerce;
 - H. Services of a person licensed or certified by the state of Alaska as a doctor of medicine and surgery, a doctor of osteopathy and surgery, a doctor of veterinary medicine, a chiropractor, a dentist, a naturopath, an optometrist, an audiologist, a hospital, an occupational therapist, a physical therapist, a massage therapist or a licensed or practical nurse; provided, that the service is within the scope of the state license or certificate;
 - I. Services of a person licensed or certified by the state of Alaska as a psychologist or psychological associate, a clinical social worker, an alcohol and drug counselor, or a marital and family therapist;
 - J. Fees for supplies, equipment and services provided by a hospital, medical clinic or dental clinic for patient treatment including laboratory and x-ray services;
 - K. Gross receipts or proceeds of the retail sale of prescription drugs;
 - L. Sale of cemetery plots, caskets, funeral and burial related items and the services by a funeral home;
 - M. Commissions received by travel agencies for their services that are not set by and billed by the travel agencies. Service charges set by and billed by the travel agencies are not exempt from taxation under this chapter;
 - N. Dues or fees to clubs, labor unions or fraternal organizations;
 - O. Fees and charges for extracurricular activities or events promoted or undertaken by educational or student organizations;
 - P. Sales by any student organization, parent/teacher organization or booster club recognized by the school or educational organization in which it operates, which proceeds are utilized to further the purposes for which the organization was formed;
 - Q. Sales and services by schools or other educational organizations made in the course of their regular functions and activities, which proceeds are utilized to further the purposes for which such organization was formed;
 - R. Sales of food at educational and hospital cafeterias and lunchrooms which are operated primarily for staff and/or students, and which are not operated for the purpose of sale to the general public for profit;
 - S. Sales, services and rentals by or to religious organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of religious activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
 - T. Sales, services and rentals by or to scouting, 4H or similar youth organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue

- Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation;
- U. Sales, services and rentals by or to benevolent or civic organizations which have obtained a 501(c)(3) or 501(c)(4) exemption certificate from the Internal Revenue Service and which are made in the normal conduct of activity; provided, the income from the exempt transaction is also exempt from federal income taxation and the income is donated to a charity. Such organizations shall pay the sales taxes at the time of purchase and shall apply to the city for a refund as provided in Section 5.40.040;
 - V. Proceeds from contract services provided by a state-licensed child care contractor;
 - W. Proceeds from contract services provided by a person for the purpose of taking temporary care of minors for another person;
 - X. Proceeds from products sold as wholesale sales to businesses designated by the state of Alaska as wholesalers. These include the sales of goods, wares, or merchandise to a retail dealer, manufacturer, or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. In this connection a retailer must stock that merchandise for resale, display the same to the public and hold himself out as regularly engaged in the business of selling such products;
 - Y. Proceeds from products sold for resale:
 1. Sales of goods, wares or merchandise to a retail dealer, manufacturer or contractor, for resale within the city as is or incorporated into a product or commodity to be sold by the dealer, manufacturer or contractor within the city, if the subsequent sale is subject to the city sales tax. The product must be an item that is sold as part of the reseller's primary business and must be of such nature that it can be purchased by the general public in a transaction that is not dependent upon the purchase of another product or service,
 2. Goods, wares or merchandise that can be purchased only as part of a package purchase of services, such as a bed-and-breakfast or a fishing or hunting charter and not by the general public as separate and individual items are not exempt under this chapter,
 3. Food products that are purchased for resale must be purchased and sold as is or prepared in a kitchen that is DEC-certified in order to qualify for sales tax exemption. Proof of certification must be available upon request;
 - Z. Proceeds from services for resale: Services that are provided by a subcontractor to a contractor for a third party is considered services for resale and is exempt from taxation;
 - AA. Sales of real property. Rentals of real property are not exempt from taxation by the city.
 - AB. Commissions or fees in excess of \$7,500.00~~two thousand five hundred dollars~~ earned by brokers or agents in real estate sales transactions.
 - AC. Home heating oil purchased for use in a dwelling, as defined in [Section 18.08.190], for use at that location conditioned on the following:
 1. That no more than fifty percent of the floorspace of the building(s) considered as dwellings be used as nonresidential use, including business activities.
 2. That the dwelling be operated in compliance with all other regulations and laws.
 3. If a fuel tank is used to supply more than one structure or area then no more than fifty percent of the floorspace and area supplied shall be nondwelling and nonresidential including business activities.

Section 2. This ordinance shall be effective on January 1, 2018. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: October 18, 2017
2nd reading and public hearing: November 1, 2017

PASSED AND APPROVED THIS 1st DAY OF NOVEMBER, 2017.

Clay Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk

DRAFT



AGENDA ITEM # 13
City Council Meeting Date: 10/18/2017
CITY COUNCIL COMMUNICATION FORM

FROM: Alan Lanning, City Manager

DATE: 10/18/2017

ITEM: Compensatory Collection Discount Ordinance FY2018 Budget

NEXT STEP: Seeking Council Motion

ORDINANCE
 MOTION

RESOLUTION
 INFORMATION

I. REQUEST OR ISSUE:

As directed by Council at the 10/4/2017 Council meeting, we have revised the attached Ordinance related to the Compensatory Collection Discount for timely Sales Tax payments along with the revenue assumption. Staff is seeking official guidance from Council regarding a change to the Compensatory Collection Discount contained in the attached Ordinance for first reading.

- Elimination of Compensatory Collection Discount, raising approximately \$30,000.

II. RECOMMENDED ACTION / NEXT STEP:

Council motion to approve Ordinance as submitted or with appropriate changes.

III. FISCAL IMPACTS:

The budget as submitted is in the red, just over \$367,000. Very little funding is available for capital or improved maintenance. This option would provide up to \$30,000 in additional revenue, depending upon Council's direction.

IV. BACKGROUND INFORMATION:

During the Strategic Planning process, considerable discussion focused on arriving at the nexus of personnel vs. operational costs. The discussion using FY2106 as the baseline required decreasing personnel costs and increasing operational costs. At this point in time, that nexus cannot be achieved without additional revenue or extremely radical cuts. Cuts, which in my professional opinion would severely limit our ability to provide quality services to the City. I would like to reiterate, this is the General Fund only. I would also reiterate, the Strategic Plan was the culmination of 8 special meetings, specifically focused on strategic planning and economic sustainability. Also termed the 20/20 plan, it is intended for the City to reach expense and revenue parity, no later than 2020, without complete reliance upon either State or federal funding. It was also asked and indicated at a later meeting, the overall revenue need was \$620,000 to reach the nexus of operations and personnel. Combined with the other submitted Ordinance, potential new revenue would be approximately \$631,000.

V. LEGAL ISSUES:

None that we are aware of.

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

There are none anticipated.

VII. SUMMARY AND ALTERNATIVES:

Approved the Ordinance.
Reject the Ordinance.
Alter the Ordinance.

**CITY OF CORDOVA, ALASKA
ORDINANCE 1160**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE CHAPTER 5.40 TO REPEAL CMC
5.40.090, ELIMINATING THE COMPENSATORY COLLECTION DISCOUNT FROM
SALES TAX**

WHEREAS, the City of Cordova (“City”) is currently facing financial challenges and budgeting concerns; and

WHEREAS, it is in the City’s best interest to generate revenue to support the valuable services the City provides its citizens, residents, and visitors; and

WHEREAS, amending the rate of the sales tax is in the City’s best interest as it provides the City additional revenues to meet the needs of its population and visitors.

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

Section 1. Cordova Municipal Code 5.40.090 “Compensatory collection discount” is hereby repealed.

Section 2. This ordinance shall be effective on January 1, 2018. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, within ten (10) days after its passage.

1st reading: October 18, 2017

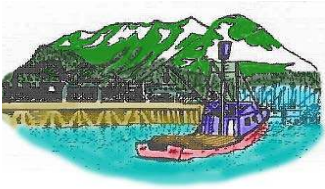
2nd reading and public hearing: November 1, 2017

PASSED AND APPROVED THIS 1st DAY OF NOVEMBER, 2017.

Clay Koplin, Mayor

ATTEST:

Susan Bourgeois, CMC, City Clerk



City Council of the City of Cordova, Alaska
Pending Agenda -November 1, 2017 Regular Council Meeting

A. Future agenda items - when will these be heard before Council?

- 1) Council direction to staff in pursuing Crater Lake Water & Power project from City (water) side
- 2) Code change re Council member service on boards/commissions (ordinance being drafted for Nov/Dec)
- 3) Land Disposal vs. Land Development policy
- 4) Discussion/action regarding water charges at the Harbor
- 5) Odiak Camper Park and/or other locations for long term rv/trailer space rentals in Cordova
- 6) Marijuana ordinance - City Manager has attorney working toward this
- 7) Harbor centrifuge for waste oil - building/project - awaiting resolution from Harbor Commission
- 8) Cordova Center bird mitigation - for 2018

B. Upcoming Meetings, agenda items and/or events:

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

12/6/2017	3/7/2018	6/6/2018	9/5/2018
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- 2) Staff quarterly reports will be in the following packets:

1/17/2018	4/18/2018	7/18/2018	10/17/2018
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- 3) Goal for passing the 2018 budget:
- 4) DOT visit for update on Whitshed road pedestrian path:

12/6/2017

Clear direction should be given to Clerk/Manager on the what and when of this proposed agenda item.

item:

**suggested
agenda date:**

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

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



City Council of the City of Cordova, Alaska
Pending Agenda - November 1, 2017 Regular Council Meeting

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

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

- 2) Cordova Trails Committee:** 1-Elizabeth Senear 2-Toni Godes
 authorizing resolution 11-09-65 3-Dave Zastrow
 approved Dec 2, 2009 4-vacant 5-vacant







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

E. City of Cordova appointed representatives to various Boards et al:

- 1) Prince William Sound Regional Citizens Advisory Council**
Robert Beedle re-appointed March 2016 2 year term
 re-appointed March 2014
 appointed April 2013
- 2) Prince William Sound Aquaculture Corporation Board of Directors**
Tom Bailer term until Oct 2018 3 year term
 appointed February 2017
- 3) Southeast Conference AMHS Reform Project Steering Committee**
Mike Anderson appointed April 2016 through December 2017
Sylvia Lange alternate

NOVEMBER 2017

CALENDAR MONTH **NOVEMBER**
 CALENDAR YEAR **2017**
 1ST DAY OF WEEK **SUNDAY**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
		----- absentee voting @ City Hall Oct 24 - Nov 6 M-F 8a-5p -----				7pm movie TBA NST
			6:00 Council work session 6:45 Council pub hrg CCAB 7:00 Council reg mtg CCAB			CJHS Basketball home games w-Valdez
5	6	7	8	9	10	11
	last day of absentee voting	 Cordova Special Election 7am - 8pm, CCA	7:00 Sch Bd HSL 7:00 Harbor Cms CCB		Veterans' Day- City Hall Offices Closed	
12	13	14	15	16	17	18
		 7pm, La Santa Cecilia Concert, NST	6:00 Council work session 6:45 Council pub hrg (maybe) CCAB 7:00 Council reg mtg CCAB			 CHS wrestling @ Lancer Smith Tourney, Palmer
		6:30 P&Z CCAB				
19	20	21	22	23	24	25
			6:00 CEC Board Meeting		Thanksgiving Holiday-City Hall Offices Closed	 7pm Current Rhythms, <i>The Nutcracker</i> , NST
				6:00 CCMCAB HCR	7pm Current Rhythms, <i>The Nutcracker</i> , NST	
26	27	28	29	30	1	2
			5:30 CTC Board Meeting			
		6:00 P&R CCM	 HS Basketball practice starts			
3	4	Notes				

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

DECEMBER 2017

CALENDAR MONTH	DECEMBER
CALENDAR YEAR	2017
1ST DAY OF WEEK	SUNDAY


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

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

7:00 Sch Bd HSL
 7:00 Harbor Gms CCB

6:30 P&Z CCAB


CHS Basketball home
 endowment games w-Valdez,
 Fri & Sat, 12/15-16



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

5:30 CTC Board Meeting

6:00 CEC Board Meeting



Christmas holiday -
 City Hall Offices
 Closed

6:00 P&R CCM

Cordova Teams to Rally the Regions Hardwood Classic Basketball Tourney
 in ANC Dec 27-30

6:00 CCMCAB HCR

Notes

Legend:

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

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

CCM-Cordova Center Mayor's
 Conference Rm
CCER-Cordova Center
 Education Room

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

Mayor and City Council - Elected

seat/length of term	email	Date Elected	Term Expires
Mayor: 3 years	Clay Koplin Mayor@cityofcordova.net	March 1, 2016	March-19
Council members:			
Seat A: 3 years	James Burton CouncilSeatA@cityofcordova.net	March 1, 2016 March 5, 2013	March-19
Seat B: 3 years	Kenneth Jones CouncilSeatB@cityofcordova.net	March 7, 2017	March-20
Seat C: 3 years	Jeff Guard CouncilSeatC@cityofcordova.net	March 7, 2017	March-20
Seat D: 3 years	Robert Beedle CouncilSeatD@cityofcordova.net	March 3, 2015	March-18
Seat E: 3 years	Josh Hallquist, Vice Mayor CouncilSeatE@cityofcordova.net	March 3, 2015	March-18
Seat F: 3 years	David Allison CouncilSeatF@cityofcordova.net	March 1, 2016	March-19
Seat G: 3 years	James Wiese CouncilSeatG@cityofcordova.net	March 1, 2016	March-19

Cordova School District School Board - Elected

length of term		Date Elected	Term Expires
3 years	Barb Jewell, President bjewell@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Bret Bradford bbradford@cordovasd.org	March 3, 2015	March-18
3 years	Tammy Altermott taltermott@cordovasd.org	March 1, 2016 March 5, 2013	March-19
3 years	Peter Hoepfner phoepfner@cordovasd.org	March 3, 2015 March 6, 2012 March 3, 2009 March 7, 2006	March-18
3 years	Sheryl Glasen sglasen@cordovasd.org <i>Vacant (appointed, non-voting) City Council Rep</i>	March 7, 2017 March 4, 2014	March-20

seat up for re-election in 2018
board/commission chair
seat up Nov 17

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

CCMC Authority - Board of Directors - Elected

length of term		Date Elected	Term Expires
3 years	Kristin Carpenter	March 7, 2017	March-20
3 years	Sally Bennett	March 7, 2017	March-19
3 years	April Horton	March 7, 2017	March-19
3 years	Dorne Hawxhurst	March 7, 2017	March-18
3 years	vacant	to be appointed	March-18

LIBRARY BOARD - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Mary Anne Bishop, Chair	November-16 November-13 November-10 November-06	November-19
3 years	Wendy Ranney	November-15 April-13	November-18
3 years	Erica Clark	November-16	November-19
3 years	Krysta Williams	December-14 November-11	November-17
3 years	Kay Groff	December-14 December-11 January-09	November-17

PLANNING AND ZONING COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Nancy Bird	November-16	November-19
3 years	Allen Roemhildt	November-16 January-14	November-19
3 years	Scott Pegau, vice chair	December-14 December-11	November-17
3 years	John Baenen	November-15 December-12	November-18
3 years	Tom McGann, chair	December-14 December-11 April-11	November-17
3 years	Chris Bolin	September-17	November-18
3 years	Mark Frohnafel	February-15	November-17

seat up Nov 17

seat up for re-election in 2018

board/commission chair

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

HARBOR COMMISSION - APPOINTED

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

PARKS AND RECREATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Wendy Ranney, Chair	November-15	November-18
		August-14	
3 years	Kara Johnson	February-15	November-17
		December-12	
3 years	Miriam Dunbar	November-15	November-18
		August-14	
3 years	Stephen Phillips	November-15	November-18
3 years	Marvin VanDenBroek	November-16	November-19
		February-14	
3 years	Karen Hallquist	November-16	November-19
		November-13	
3 years	Dave Zastrow	February-15	November-17
		September-14	

HISTORIC PRESERVATION COMMISSION - APPOINTED

length of term		Date Appointed	Term Expires
3 years	Cathy Sherman	August-16	November-19
3 years	Heather Hall	August-16	November-19
3 years	Brooke Johnson	August-16	November-19
3 years	John Wachtel	August-16	November-18
3 years	Sylvia Lange	August-16	November-18
3 years	Tom McGann	August-16	November-18
3 years	Jim Casement, Chair	August-16	November-17

seat up for re-election in 2018

board/commission chair

seat up Nov 17