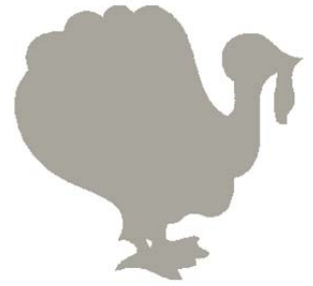


Mayor
James Kallander
Council Members
Tim Joyce
James Kacsh
David Allison
Bret Bradford
EJ Cheshier
David Reggiani
Robert Beedle
City Manager
Mark Lynch
City Clerk
Susan Bourgeois
Deputy Clerk
Tina Hammer
Student Council
Carl Ranney

**REGULAR COUNCIL MEETING
NOVEMBER 7, 2012 @ 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 Tim Joyce, 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
2. Audience comments regarding agenda items..... (3 minutes per speaker)
3. Chairpersons and Representatives of Boards and Commissions
(Harbor, HSB, Parks & Rec, P&Z, School Board)
4. Superintendent's Report
5. Student Council Representative's Report

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

6. Proclamation recognizing the 19th Annual Sobriety Celebration..... (page 1)
7. Council's waiving right to protest a liquor license renewal..... (page 2)

H. APPROVAL OF MINUTES

8. Minutes of 10-17-12 City Council Public Hearing..... (page 7)
9. Minutes of 10-17-12 City Council Regular Meeting..... (page 8)

I. CONSIDERATION OF BIDS

J. REPORTS OF OFFICERS

10. Mayor's Report
11. Manager's Report..... (page 14)
12. City Clerk's Report..... (page 15)
13. Staff Reports - 3Q 2012 Quarterly Reports
a. Bob Griffiths, Chief of Police..... (page 20)

K. CORRESPONDENCE

14. Letter from NVE for Sobriety Celebration donation 10-15-12..... (page 22)
15. Mayor Letter to Board of Fish 10-25-12..... (page 23)

L. ORDINANCES AND RESOLUTIONS

16. Substitute Ordinance 1099..... (roll call vote)(page 24)
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code 5.22.040 and enacting Cordova Municipal Code 5.22.090 K to clarify procedures for leasing city-owned school buildings – 2nd reading
17. Ordinance 1100..... (voice vote)(page 28)
An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code sections 1.28.085, 10.04.040, 10.12.010, 10.12.012, 10.12.030, the title of Cordova Municipal Code chapter 10.16, Cordova Municipal Code sections 10.16.010, 10.16.020,

10.24.010, 10.24.020, 10.24.025, 10.24.070, 10.24.090, 10.24.120, 10.36.010, 10.38.010, 10.44.010 and 10.48.010; repealing Cordova Municipal Code chapter 10.08 and Cordova Municipal Code sections 10.16.030, 10.16.040 and 10.24.130; enacting Cordova Municipal Code 10.04.050 and 10.24.005; and repealing and reenacting Cordova Municipal Code chapters 10.52 and 10.56; regarding parking and traffic violations and enforcement of parking and traffic violations – 1st reading

18. Resolution 12-11-45..... (voice vote)(page 42)

A resolution of the City Council of the City of Cordova, Alaska adopting an alternative allocation method for the FY13 shared fisheries business tax program and certifying that this allocation method fairly represents the distribution of significant effects of fisheries business activity in the Prince William Sound fisheries management area

M. UNFINISHED BUSINESS

19. Whitshed Road Pedestrian/Bicycle Path STIP project discussion/direction..... (page 66)

N. NEW & MISCELLANEOUS BUSINESS

20. Council decision regarding Lot 3A Block 8 North Fill..... (voice vote)(page 73)

21. Pending Agenda and Calendar..... (page 75)

O. AUDIENCE PARTICIPATION

P. COUNCIL COMMENTS

22. Council Comments

Q. EXECUTIVE SESSION

23. Cordova Center Phase I & II Financial Updates

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 THE CITY OF CORDOVA, ALASKA RECOGNIZING THE 19th ANNUAL SOBRIETY CELEBRATION AND MEMORIAL POTLATCH SPONSORED BY THE NATIVE VILLAGE OF EYAK

WHEREAS, alcohol and drug abuse are serious health and social concerns that affect and impact all 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 19th Annual Sobriety Celebration & Memorial Potlatch theme is "Coming Together To Celebrate Sobriety and will be held in Cordova from November 9^h through 11th 2012; and

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

NOW, THEREFORE, BE IT PROCLAIMED THAT I, Mayor James Kallander, on behalf of the City Council and the community of Cordova, Alaska do hereby proclaim the 19th Annual Sobriety Celebration and Memorial Potlatch to be an inspiration of community commitment to aid and educate its community members concerning the abuse and misuse of alcohol and drugs through the social events held at the Sobriety Celebration.

SIGNED THIS 7th DAY OF NOVEMBER, 2012

James Kallander, Mayor

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: October 25, 2012
TO: Mayor & City Council
SUBJECT: Liquor License Renewal

The Clerk's office has received notification that the following local establishment has applied for renewal of its liquor license with the State Alcoholic Beverage Control Board. Police Chief Griffiths and Finance Director Ashley Royal have been advised and their suggestions to Council are attached hereto. A passage of the consent calendar is a vote to waive the City Council's right to protest (i.e. gives ABC board no reason to not renew the license).

License: Reluctant Fisherman Inn Beverage Dispensary-Tourism AS 04-11-400(d)
License #954

Recommended motion: move to waive Council's right to protest the ABC Board's approval of the application for renewal of the Reluctant Fisherman Inn's beverage dispensary liquor license #954.

Required Action: Majority voice vote or approval of the consent calendar.



October 23, 2012

Renewal Application Notice

City of Cordova
Attn: City Clerk
VIA EMAIL: cityclerk@cityofcordova.net

DBA	Lic Type	Lic #	Owner	Premise Address
Reluctant Fisherman Inn	Beverage Dispensary- Tourism AS 04.11.400(d)	954	Cannery Row, Inc.	407 Railroad Ave

We have received a renewal application for the above listed licenses within your jurisdiction. This is the notice as required under AS 04.11.520. Additional information concerning filing a "protest" by a local governing body under AS 04.11.480 is included in this letter.

A local governing body as defined under AS 04.21.080(11) may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the board **and** the applicant with a clear and concise written statement of reasons in support of a protest within 60 days of receipt of this notice. If a protest is filed, the board will not approve the application unless it finds that the protest is "arbitrary, capricious and unreasonable". Instead, in accordance with AS 04.11.510(b), the board will notify the applicant that the application is denied for reasons stated in the protest. The applicant is entitled to an informal conference with either the director or the board and, if not satisfied by the informal conference, is entitled to a formal hearing in accordance with AS 44.62.330-44.62-630. **IF THE APPLICANT REQUESTS A HEARING, THE LOCAL GOVERNING BODY MUST ASSIST IN OR UNDERTAKE THE DEFENSE OF ITS PROTEST.**

Under AS 04.11.420(a), the board may not issue a license or permit for premises in a municipality where a zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages, unless a variance of the regulation or ordinance has been approved. Under AS 04.11.420(b) municipalities must inform the board of zoning regulations or ordinances which prohibit the sale or consumption of alcoholic beverages. If a municipal zoning regulation or ordinance prohibits the sale or consumption of alcoholic beverages at the proposed premises and no variance of the regulation or ordinance has been approved, please notify us and provide a certified copy of the regulation or ordinance if you have not previously done so.

Protest under AS 04.11.480 and the prohibition of sale or consumption of alcoholic beverages as required by zoning regulation or ordinance under AS 04.11.420(a) are two separate and distinct subjects. Please bear that in mind in responding to this notice.

AS 04.21.010(d), if applicable, requires the municipality to provide written notice to the appropriate community council(s).

If you wish to protest the application referenced above, please do so in the prescribed manner and within the prescribed time. Please show proof of service upon the applicant. For additional information please refer to 13 AAC 104.145, Local Governing Body Protest.

Note: Applications applied for under AS 04.11.400(g), 13 AAC 104.335(a)(3), AS 04.11.090(e), and 13 AAC 104.660(e) must be approved by the governing body.

Sincerely,

SHIRLEY A. COTÉ
Director

/s/ *Christine C. Lambert*

Christine C. Lambert
Licensing & Records Supervisor
Christine.lambert@alaska.gov



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6100
Fax: (907) 424-6000
Email: policechief@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of Chief of Police

Date: October 24, 2012

To: Cordova City Council,
Through: Mark Lynch, City Manager

Re: Liquor License Renewal: Reluctant Fisherman

Over the course of the past year, while there have been multiple instances reported to Cordova Police associated with the Reluctant Fisherman Hotel and its parking areas, only one instance involving the licensed premises was recorded by the Cordova Police Department; a warning for after-hours sales on Flag Day, 6/14/12. Flag Day is not a recognized holiday allowing extended hours of service. The establishment complied and closed as instructed.

Respectfully,

CITY OF CORDOVA



MEMO

TO: Mayor, City Council, and City Manager
FROM: Finance Director
Date: October 31, 2012

RE: Reluctant Fisherman Inn , license number 954

This memo is written to include in the Council packet, and to give a status report regarding the Reluctant Fisherman Inn.

As of today, the Finance Department reports no delinquencies in filing or paying sales tax.

Utility billing is current, with no delinquencies at this time.

The business license is current.

Ashley Royal,
Finance Director,
City of Cordova

**CITY COUNCIL PUBLIC HEARING
OCTOBER 17, 2012 @ 7:15 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council public hearing to order at 7:18 pm on October 17, 2012, in the Library Meeting Room.

B. ROLL CALL

Present for roll call were Council members *Tim Joyce, James Kacsh, David Allison, Bret Bradford, EJ Cheshier, David Reggiani* and *Robert Beedle*. Also present were City Manager *Mark Lynch* and City Clerk *Susan Bourgeois*.

C. PUBLIC HEARING

1. Substitute Ordinance 1098

An ordinance of the City Council of the City of Cordova, Alaska, adopting Cordova Municipal Code 3.36.080 and 3.36.090 to clarify the authority and responsibilities of the School Board

Mayor James Kallander opened the meeting up for public comment – there was no public comment

Council recessed the public hearing at 7:19 pm; then reconvened at 7:29 pm at which time *Mayor James Kallander* reopened the meeting for public comment – there was still no public comment

D. ADJOURNMENT

M/Allison S/Reggiani to adjourn the Public Hearing
Hearing no objection, the Public Hearing was adjourned at 7:29 pm.

Approved: November 7, 2012

Attest: _____
Susan Bourgeois, City Clerk

**CITY COUNCIL REGULAR MEETING
OCTOBER 17, 2012 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 pm on October 17, 2012, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor James Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander* and Council members *Tim Joyce, James Kacsh, David Allison, Bret Bradford, EJ Cheshier, David Reggiani* and *Robert Beedle*. Also present were City Manager *Mark Lynch* and City Clerk *Susan Bourgeois*.

D. APPROVAL OF REGULAR AGENDA

M/Reggiani S/Joyce to approve the Regular Agenda.

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

E. DISCLOSURES OF CONFLICTS OF INTEREST

Allison declared a conflict on item 20 because his wife works for one of the proposers, Camtu. *Mayor Kallander* agreed that it is a perceived conflict and that *Allison* should refrain from voting on that item.

Beedle said along those same lines he has worked for Camtu, Becky Chapek and Nichols as far as his refrigeration business is concerned. *Mayor Kallander* said that he has probably worked for most of the people in town because of his business and he does not believe it to be a conflict in this instance.

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers – *John Bost* of Mikunda Cottrell was in Cordova to present the 2011 financial audit.

Bost said that if you look at page 6 that is a snapshot of how things stood on 12/31/11. The General Fund balance is \$3.9M and the Permanent Fund shows almost \$9M and he looked back and in 2005 those two combined amounts were \$7M less than in 2011. That is the good news. He went next to page 13 which showed all of the Enterprise Funds on one page. He said that even though each fund looked like a big loss, when depreciation is added back in, they come out about even. However, *Bost* then said that, Water and Sewer are still negative. He mentioned that the City of Cordova has about 4.9 months of reserves which puts us in pretty good shape. He said the unpredictability of revenues is a good reason to maintain 4.9 months or more of operating expenses. National Forest Receipts might not always be there along with raw fish tax which has been high of late; these are unpredictable revenue sources. On page 46 it looks as though we were over budget for the year but it all has to do with a PERS relief line item that the State has been funding. If we factored that in to each department, it would be revenue in accompanied by an expense out and it wouldn't appear that we were over budget at all. He went on to mention the water enterprise fund which isn't doing well at all. It is \$120K away from covering its day to day operations. He had looked back and the water expenses had jumped up \$200K+ whereas revenues were up \$30K+. Sewer expenses saw a \$100K+ increase. Refuse shows another thing that has been done well; setting aside money annually for landfill closure. Page 66 shows the refuse balance sheet and even after adding back depreciation, refuse is still negative. Lastly, *Bost* mentioned that there were three findings. The City staff then responded to the findings on pages 88 & 89.

Mayor Kallander asked Council if any had questions for *Mr. Bost* – *Cheshier* commented that there was a placeholder for an executive session with Bost and he was going to hold his question until then.

2. Audience comments regarding agenda items

John Harvill of 701 Railroad Ave spoke to two agenda items – as far as the Block 2 Lot 3 sale, he commented that freight and energy costs are two big concerns in Cordova. That is why he wants Council to seriously consider Dan Nichols proposal. He also commented on the land sale agenda item concerning Lot 6 Block 2 of the South Fill. He said he has been impressed by what Camtu has done already and she needs this lot because everything took off faster than expected.

3. Chairpersons and Representatives of Boards and Commissions

Beedle Harbor Commission had a great meeting recently – there was a presentation by the Clean Harbors Project. He mentioned that staff has a concern about the rusting of the galvanized rings on pilings. He said they thought they could replace three floats in house for about \$75K. G float is still on CIP list. He got to look at the conceptual drawings from DHI Engineering on a new Harbor. He also said they have to start thinking of stalls for boats over 100 feet.

Kacsh mentioned that Parks and Recreation Commission had a meeting. They discussed P&R capital requests and they looked at the new mechanical work at the pool. **Joyce** asked what will happen to where the skate park used to be. **Bradford** was able to explain that a BMX track is in the works for there – to go around the perimeter of the kid park that is there now.

Reggiani said that P&Z met but he was on a business trip so he deferred to **Bailer** who said they discussed the two land sales before Council tonight and they also voted to recommend that Lot 3 Block 8 of the North Fill remain unavailable. They also had a training session with **Attorney Holly Wells** and learned more about variances, boards of adjustment and some on ex parte communication.

Bradford deferred to **Keel** who said that at the last School Board meeting, there was a second reading of a Board policy that was sent back to staff for edits. It had to do with the naming of school buildings. She said they discussed budget and enrollment. They also discussed the workshop that they had this past weekend, put on by AASB.

4. Superintendent's Report

Theresa Keel asked if there were any questions on her written report in the packet.

G. APPROVAL OF CONSENT CALENDAR

Mayor James Kallander informed Council that the consent calendar was before them.

6. Record excused absences of Council members Bret Bradford and Robert Beedle from the 10/03/12 Regular Council Meeting

Vote on Consent Calendar: 7 yeas, 0 nays. Joyce-yes; Allison-yes; Beedle-yes; Cheshier-yes; Reggiani-yes; Bradford-yes and Kacsh-yes. Consent Calendar was approved.

H. APPROVAL OF MINUTES

M/Reggiani S/Bradford to approve the minutes.

7. Minutes of 09-05-12 City Council Joint Work Session

8. Minutes of 09-19-12 City Council Work Session

9. Minutes of 10-03-12 City Council Work Session

10. Minutes of 10-03-12 City Council Regular Meeting

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

I. CONSIDERATION OF BIDS - None

J. REPORTS OF OFFICERS

11. Mayor's Report

Mayor Kallander stated that in Anchorage he met with **Bill Streur**, Commissioner of HHS and they discussed the City's need for an EMR solution. **Theresa Carte** had estimated that we might be able to get \$400K from the state and **Streur** said he thought he could get us \$1M. He also attended a fundraiser for **Bill Thomas** and **Bill Stoltze** at CIRI. He met with **Senator Murkowski** in Anchorage and will meet with her staff in DC on October 23. The Washington DC meetings will be primarily about #2 on our CIP list, i.e. Cordova Center funding. He will also be meeting with **Young's** and **Begich's** staffs while there. He is very concerned about the 38 mile bridge and the estimate now is that the bridge could be up to 1200 feet long. **Mayor Kallander** spoke with **Bill O'Halloran** of DoT Northern Region about what to do because the funding mechanism that they thought could be used was cut by 50% and the Mayor is getting pretty concerned. Therefore, in DC he will also be seeking funding for this project outside of highway funding – possibly historical sites. Lastly, he met with **Cathy** and **Mark** and he had asked for a packet of materials concerning the Cordova Center that he could hand out in DC and he said they did a great job. **Lynch** said he cannot take any credit it was **Cathy Sherman** who prepared the Cordova Center packet of materials.

12. Manager's Report

Lynch reported that in speaking with the insurance broker recently, they both realized that we hadn't made any claims concerning snow damage at the harbor and it is fully insured so we are working on that now. **Beedle** asked about the SRTS project and whether the funding would still be in place for next construction season. **Lynch** said it would be.

13. City Clerk's Report

Bourgeois reported that **Tina Hammer** had begun as the Deputy Clerk and was picking things up quickly and she was very excited to have her on staff.

14. Staff Reports – 3Q 2012 Quarterly Reports

a. **Ashley Royal**, Finance Director

b. **Paul Trumblee**, Fire Marshal, CVFD

Ambulance billing is now occurring. **Allison** asked if we were going back three months and **Trumblee** responded that legally we can go back one year and we are doing so.

Chief Griffiths and **Trumblee** had a request concerning shifting funds within their respective 2012 budgets to cover the cost of narrow band radios. The cost is about \$36K and they can cover these within their budgets. Council concurred that these departments should do so.

c. **Moe Zamarron**, Public Works Director

d. **Miriam Dunbar**, Library Director

e. **Samantha Greenwood**, City Planner

f. **Buck Adams**, UBS Financial, City Investments

g. **Susie Herschleb**, Parks & Recreation Director

K. CORRESPONDENCE

15. Full Value Determination letter from the Office of the State Assessor 10-01-12

Council asked **Bourgeois** to give them more detail on the FVD in the next packet.

L. ORDINANCES AND RESOLUTIONS

16. Substitute Ordinance 1098

An ordinance of the City Council of the City of Cordova, Alaska, adopting Cordova Municipal Code 3.36.080 and 3.36.090 to clarify the authority and responsibilities of the School Board – 2nd reading
M/Allison S/Joyce to adopt Substitute Ordinance 1098 an ordinance of the City Council of the City of Cordova, Alaska, adopting Cordova Municipal Code 3.36.080 and 3.36.090 to clarify the authority and responsibilities of the School Board

Vote on motion: 7 yeas, 0 nays. Cheshier-yes; Allison-yes; Bradford-yes; Joyce-yes; Kacsh-yes; Beedle-yes and Reggiani-yes. Motion approved.

17. Ordinance 1099

An ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code 5.22.040 and enacting Cordova Municipal Code 5.22.090 K to clarify procedures for leasing city-owned school buildings – 1st reading

M/Allison S/Reggiani to adopt Ordinance 1099 an ordinance of the City Council of the City of Cordova, Alaska, amending Cordova Municipal Code 5.22.040 and enacting Cordova Municipal Code 5.22.090 K to clarify procedures for leasing city-owned school buildings

Joyce asked if the Superintendent had any concerns with this wording. **Keel** said that she and the School Board helped with this verbiage and they are in agreement.

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

M. UNFINISHED BUSINESS - none

N. NEW & MISCELLANEOUS BUSINESS

18. Council approval of *Today in America* TV show segment

M/Allison S/Bradford to direct the City Manager to negotiate and sign a contract with *Today in America* with a total cost to the City of Nineteen Thousand Eight Hundred dollars (\$19,800.00).

Lynch said that between the memo and the contract and if Council looked at the links they could have seen some sample clips. The \$19,800 is a scheduling fee, the company will produce a five minute segment to be aired once nationally and nineteen times regionally and then we get the rights to the segment at the end. We get to choose the nineteen regional airings and we get to choose all of the content that goes into the segment. **Lynch** had **Holly Wells** look at the participation agreement and she is ok with it.

Joyce is in favor but has a few questions – he's like to know the viewership numbers and locations. **Mayor Kallander** said we do get to select the markets and we also get to choose when they shoot because we would prefer May or later. **Bradford** said he was in favor as well he hopes we can reach some people interested in relocating to Cordova. Council asked **Lynch** to ensure that Council's concerns were heard in the negotiation, i.e. script and video content and time of year of filming. **Reggiani** likes the idea of self-promoting, us telling our own story. **Allison** was in favor and said it would be paid for with one family of four moving here and sending their kids to school; he didn't think it was too far-fetched for that to occur. **Beedle** was hesitant and thought the cost was too high for the product.

Vote on motion: 6 yeas, 1 nay (Beedle). Motion passes.

19. Council approval of Notice to Proceed for SRTS project

M/Reggiani S/Bradford to direct the Manager to sign the Notice to Proceed and to accept grant administration and project management for the Safe Routes to School project which has a total authorized budget of \$253,172.54.

Reggiani asked **Lynch** if there was still opportunity to change the project or if we were locked in. **Lynch** said that he believed there was still opportunity.

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

20. Council decision on property disposal, Lot 6, Block 2 South Fill DP – Allison had declared a conflict of interest on this item and so he left the Council table during this agenda item.

M/Joyce S/Cheshier to award the disposal of Lot 6 Block 2 South Fill Development Park to Camtu.

Beedle would like to turn this back to staff to look at it better so as not to waste Council's time.

M/Beedle S/Kacsh to refer back to P&Z.

Bailer, P&Z Chair was present to assist. He said they had a good discussion at the P&Z level, they used their criteria and they came to a 3 – 3 vote. He said they would have come to a decision if there had been seven commissioners at the meeting. He said when it comes to selling and evaluating sales tax, that is Council's arena as Council makes a budget.

Beedle asked if this was a quasi-judicial role. **Joyce** called point of order, this was not a quasi-judicial role for Council. **Beedle** saw discrepancies in the proposals and wanted P&Z to comment on them. **Reggiani** said he was opposed to the motion to refer, He said P&Z's role is to make a recommendation to the Council. Council can accept or go a different route. P&Z did their job. **Cheshier** agreed; he is not in favor of referring and is ready to make a decision on the main motion.

Vote on motion to refer: 0 yeas, 7 nays. Motion fails.

Back to the main motion, **Joyce** said that he sees the most benefit to the community in the Camtu proposal.

Vote on motion: 6 yeas, 0 nays, 1 conflict of interest (Allison). Motion passes.

21. Council decision on property disposal, Lot 2, Block 3 Cordova Industrial Park

M/Beedle S/Joyce to award the disposal of Lot 2 Block 3 Cordova Industrial Park to Nichols.

Bradford asked about the concern that the neighboring business had about setbacks. **Bailer** said that when they looked at the plat, **Mr. Carpenter** has 19 feet (more than at first was thought) therefore, he will not be boxed-in by the sale of this neighboring lot to **Mr. Nichols**. **Joyce** wanted to say for the record that this business will be good for the economy and will be a good fit for that location.

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

22. Pending Agenda and Calendar

Budget work session on October 30 at 6:30 pm.

O. AUDIENCE PARTICIPATION

Tom Bailer 304 Orca Inlet said that CEC did this not long ago and they may have spent a lot of money that wasn't that great of a deal for them.

Dan Nichols 607 Alder – thanked Council for the approval tonight. He would like us to clear a runway near the million dollar bridge then we could get someone to fly tourists out there. **Joyce** said DOT has no objection as long as they have nothing to do with it (i.e. no responsibility or liability on them).

Camtu Ho approached Council and thanked them for the land sale. She said they will work hard and do the best for the community.

P. COUNCIL COMMENTS

23. Council Comments

Beedle reminded people to be careful because it is getting dark and hard to see bicyclists and pedestrians. He said the dumpsters are full and overflowing and the Baler was closed on the weekend.

Cheshier said he thinks the baler is open seven days a week 7 – 3.

Allison said he brought things to the Baler this Saturday.

Joyce said that Bailer had mentioned Lot 3 Block 8 and he didn't know where that was, (which subdivision?).

Kacsh all of us should find inventive ways to find and fund new land.

Lynch said we are working toward South Fill expansion. There will be public hearings beginning in February.

M/Bradford S/Joyce to recess for 10 minutes.

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

At 9:34 pm the meeting was recessed to clear the room for executive session. At 9:41 pm Council came back into session.

Q. EXECUTIVE SESSION

~~24. Cordova Center Phase I & II Financial Updates~~

25. City of Cordova Financial Audit for 2011

M/Cheshier S/Bradford to go into executive session to discuss the City of Cordova FY11 Audit, which is a matter the immediate knowledge of which would clearly have an adverse effect upon the finances of the government.

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

Council entered executive session at 9:41 pm (the City Manager and the City Clerk were asked to leave for the Executive Session – *John Bost* of Mikunda Cottrell stayed for the executive session); Council came out of executive session at 10:07 pm.

R. ADJOURNMENT

M/Reggiani S/Beedle to adjourn the regular meeting at 10:07 pm

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

Approved: November 7, 2012

Attest: _____
Susan Bourgeois, City Clerk



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574

Phone: (907) 424-6200
Fax: (907) 424-6000
Email:

citymanager@cityofcordova.net

CITY OF CORDOVA

Office of City Manager

October 31, 2012 Manager's Report (for 11/7/12 Council meeting)

Personnel issues: Information Services Director position is filled, and will start right after Thanksgiving. Facilities Superintendent and Finance Director positions are currently advertised.

Hospital Roof: Construction is nearly complete. Inspection for final completion is scheduled for November 8th.

Harbor Study & Boardwalks: I have asked DHI to suspend work on Harbor planning until our new Harbormaster is in place. Boardwalk design work continues.

Breakwater/Fill Project: Should be completed by the date of our next Council meeting.

Science Center Lease/Purchase Negotiation: A new proposal was submitted by PWSSC for the purchase of several city owned properties. Per CMC 5.22, I have forwarded the request to Planning to be reviewed by the P&Z Commission.

School Window Issue: A letter was sent this week to CASI's bonding company.

Shipyard Fill: Permitting work underway by DHI Engineering.

North Fill Floating Dock: Pile installation is complete, and concrete plank replacement should begin soon. The ramp will be closed once plank replacement begins. The goal is for the dock to be in place and fully functional for the 2013 fishing season (no later than May 1, and sooner if weather allows).

Ambulance Billing: Now in process. YAY!!

Samson Lot Swap: Working on electrical portion of move. Samson attorneys are reviewing contract.

South Fill Expansion: Public meetings will begin in February. Dates will be announced once determined.

Today in America: I have had several conversations with the production staff from this program to set up the scripting and filming of the City's episode. They agree to film in May or June of 2013.

Budget: This is occupying a majority of my time.



City of Cordova,
Office of the City Clerk
Cordova, AK 99574
602 Railroad Avenue * PO Box 1210

Phone: 907.424.6248
Fax: 907.424.6000
Cell: 907.253.6248
E-mail: cityclerk@cityofcordova.net

CITY CLERK'S REPORT TO COUNCIL

November 7, 2012 Regular Council Meeting

Date of Report: October 22-31, 2012

Things I need feedback on or am reporting back to Council on:

- The FVD letter from the State Assessor was in the last Council packet and Council asked for a few years' worth of these. I have attached to this report the worksheets that the State Assessor completes to arrive at the FVD. Notice how important the sales ratio number is. Between 2011 and 2012 our FVD declined by 4.22% mainly because the sales ratio in 2011 was 76.7% and 2012 it rose to 85.33%. There is also an email from the Assistant State Assessor which explains how they arrive at the numbers for Personal Property.
- Shared Fisheries Business Tax - conducted more research/ discussion with DCCED/ correspondence with Valdez & Whittier – hope for an agenda item tonight or by next meeting

Things I have been working on:

- Signed paychecks/other AP checks
- Prepared agendas and packets for work session on October 30 and public hearing and regular mtg on November 7
- Responded to varied requests from the public, mortgage companies, banks, in re assessed values, mill rates, taxes owing, etc.
- Helped train new Deputy Clerk on all property tax duties, Tina's doing GREAT! Assessor's in town November 5-9
- Worked with Attorney, City Planner and Council member Reggiani on Ordinance 1099
- Passed on the MOA with DoT for Whitshed Pedestrian/Bike pathway to City Attorney as was directed at a recent Council meeting, agenda item tonight
- Deputy Clerk began preparations for City Assessor visit in November in re 2013 assessing
- Continued to act as registrar for State Division of Elections, sent in many registration applications and absentee ballot applications, assisted State election worker with absentee person voting at City Hall
- Renewed vehicle registrations for Public Works and Parks and Rec departments
- Explored a property tax module from our finance software maker, Caselle, listened to a demo to determine whether to switch from Capital Software
- Advertised and posted ordinance adoption from last regular meeting
- Assisted with Information Services Director application review and interview and hiring

FULL VALUE DETERMINATION - CITY OF CORDOVA

FULL VALUE DETERMINATION WORKSHEET					
OFFICE OF THE STATE ASSESSOR					
	Municipality:	City of Cordova			Valuation Year
	Population:	2,126			2010
Real Property					
	Locally	Optionally	Total		OSA
<u>Explanation</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Taxable \$</u>	<u>Ratio</u>	<u>Full Value \$\$\$</u>
THIS LINE RESERVED FOR OSA VALUES				RNHA	\$686,400
	\$0	\$0	\$0	71.06%	\$0
	\$0	\$0	\$0	71.06%	\$0
	\$0	\$0	\$0	71.06%	\$0
RURAL AREA	\$29,773,200	\$0	\$29,773,200	71.06%	\$41,898,700
CITY AREA	\$106,865,200	\$0	\$106,865,200	71.06%	\$150,387,300
Real Property Total	\$136,638,400	\$0	\$136,638,400		\$192,972,400
Personal Property					
		(Locally Est.)			
<u>Property</u>	Locally	Optionally	OSA		
<u>Type</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Dollar Estimates</u>		<u>Full Value \$\$\$</u>
Motor Vehicles	\$0	\$0	\$15,090,500		\$15,090,500
Aircraft	\$0	\$0	\$2,605,218		\$2,605,200
Boats & Vessels	\$0	\$0	\$19,943,000		\$19,943,000
Mach/Equip/Fixt	\$0	\$0	\$22,766,008		\$22,766,000
Inventory	\$0	\$0	\$3,189,000		\$3,189,000
Mobile Hms	\$0	\$0	\$0		\$0
Misc.	\$0	\$0	\$0		\$0
Supplementals	\$0	\$0	\$0		\$0
					\$0
Personal Prop. Total	\$0	\$0	\$63,593,726	Overall	\$63,593,700
				Ratio	
Real/Personal Total	\$136,638,400	\$0	\$200,232,126	53.26%	\$256,566,100
COMPILATION OF FULL VALUE					
REAL PROPERTY			\$192,972,400		
PERSONAL PROPERTY			\$63,593,700		
STATE ASSESSED			\$10,051,320		
OIL & GAS (43.56)					
OIL & GAS SUPPL.			\$0		
TOTAL FULL VALUE DETERMINATION			\$266,617,420		\$256,566,100
			Includes 43.56		EXcludes 43.56
			Oil & Gas Prop.		Oil & Gas Prop.
Previous Years FVD :	\$224,618,160	18.70%	(Current year increase/(decrease) from previous year)		

FULL VALUE DETERMINATION - CITY OF CORDOVA

FULL VALUE DETERMINATION WORKSHEET					
OFFICE OF THE STATE ASSESSOR					
	Municipality:	City of Cordova			Valuation Year
	Population:	2,239			2011
Real Property					
	Locally	Optionally	Total		OSA
<u>Explanation</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Taxable \$</u>	<u>Ratio</u>	<u>Full Value \$\$\$</u>
THIS LINE RESERVED FOR OSA VALUES				RNHA	\$686,400
	\$0	\$0	\$0	76.70%	\$0
	\$0	\$0	\$0	76.70%	\$0
	\$0	\$0	\$0	76.70%	\$0
RURAL AREA	\$33,852,100	\$0	\$33,852,100	76.70%	\$44,135,700
CITY AREA	\$125,009,960	\$0	\$125,009,960	76.70%	\$162,985,600
Real Property Total	\$158,862,060	\$0	\$158,862,060		\$207,807,700
Personal Property		(Locally Est.)			
Property	Locally	Optionally	OSA		
<u>Type</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Dollar Estimates</u>		<u>Full Value \$\$\$</u>
Motor Vehicles	\$0	\$0	\$15,250,984		\$15,251,000
Aircraft	\$0	\$0	\$2,605,218		\$2,605,200
Boats & Vessels	\$0	\$0	\$18,910,123		\$18,910,100
Mach/Equip/Fixt	\$0	\$0	\$22,766,008		\$22,766,000
Inventory	\$0	\$0	\$3,358,500		\$3,358,500
Mobile Hms	\$0	\$0	\$0		\$0
Misc.	\$0	\$0	\$0		\$0
Supplementals	\$0	\$0	\$0		\$0
					\$0
Personal Prop. Total	\$0	\$0	\$62,890,834	Overall	\$62,890,800
				Ratio	
Real/Personal Total	\$158,862,060	\$0	\$221,752,894	58.69%	\$270,698,500
COMPILATION OF FULL VALUE					
REAL PROPERTY			\$207,807,700		
PERSONAL PROPERTY			\$62,890,800		
STATE ASSESSED			\$8,693,360		
OIL & GAS (43.56)					
OIL & GAS SUPPL.			\$0		
TOTAL FULL VALUE DETERMINATION			\$279,391,860		\$270,698,500
			Includes 43.56		EXcludes 43.56
			Oil & Gas Prop.		Oil & Gas Prop.
Previous Years FVD :	\$266,617,420	4.79%	(Current year increase/(decrease) from previous year)		

FULL VALUE DETERMINATION - CITY OF CORDOVA

FULL VALUE DETERMINATION WORKSHEET					
OFFICE OF THE STATE ASSESSOR					
	Municipality:	City of Cordova			Valuation Year
	Population:	2,289			2012
Real Property					
	Locally	Optionally	Total		OSA
<u>Explanation</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Taxable \$</u>	<u>Ratio</u>	<u>Full Value \$\$\$</u>
THIS LINE RESERVED FOR OSA VALUES				RNHA	\$686,400
	\$0	\$0	\$0	85.33%	\$0
	\$0	\$0	\$0	85.33%	\$0
	\$0	\$0	\$0	85.33%	\$0
RURAL AREA	\$34,264,000	\$0	\$34,264,000	85.33%	\$40,154,700
CITY AREA	\$128,500,496	\$0	\$128,500,496	85.33%	\$150,592,400
Real Property Total	\$162,764,496	\$0	\$162,764,496		\$191,433,500
Personal Property					
		(Locally Est.)			
Property	Locally	Optionally	OSA		
<u>Type</u>	<u>Assessed \$</u>	<u>Exempted \$</u>	<u>Dollar Estimates</u>		<u>Full Value \$\$\$</u>
Motor Vehicles	\$0	\$0	\$17,769,752		\$17,769,800
Aircraft	\$0	\$0	\$2,605,200		\$2,605,200
Boats & Vessels	\$0	\$0	\$19,855,630		\$19,855,600
Mach/Equip/Fixt	\$0	\$0	\$23,904,309		\$23,904,300
Inventory	\$0	\$0	\$3,433,500		\$3,433,500
Mobile Hms	\$0	\$0	\$0		\$0
Misc.	\$0	\$0	\$0		\$0
Supplementals	\$0	\$0	\$0		\$0
					\$0
Personal Prop. Total	\$0	\$0	\$67,568,390	Overall	\$67,568,400
				Ratio	
Real/Personal Total	\$162,764,496	\$0	\$230,332,886	62.84%	\$259,001,900
COMPILATION OF FULL VALUE					
REAL PROPERTY			\$191,433,500		
PERSONAL PROPERTY			\$67,568,400		
STATE ASSESSED			\$8,597,760		
OIL & GAS (43.56)					
OIL & GAS SUPPL.			\$0		
TOTAL FULL VALUE DETERMINATION			\$267,599,660		\$259,001,900
			Includes 43.56		EXcludes 43.56
			Oil & Gas Prop.		Oil & Gas Prop.
Previous Years FVD :	\$279,391,860	-4.22%	(Current year increase/(decrease) from previous year)		

Good Afternoon Susan:

I would be happy to explain the full value calculations for you. I've attached the spreadsheet which underlies the letter you received. The ratio I get when I do your calculations is 87.21% and the ratio that was reported was 85.33% so I'm not sure what sort of calculations you're doing but here they are as we did them.

Real Property FVD:

By taking the reported real property assessed value of \$162,764,496 and dividing it by .8533 (85.33%) we equalize the City of Cordova's Assessed Values to 100% at \$190,747,100 (rounded to the nearest 100's), and then we add in the Regional Native Housing Authority (RNHA) housing value of \$686,400, to get a total Full Value Determination (FVD) of \$191,433,500.

Personal Property FVD:

Personal property values are derived using basic modeling and/or regression analysis for each property segment, which utilizes the best available data for market factors affecting valuing. The models are recalibrated annually with current data and are supported by statistical testing. These values are added to the real property totals to calculate the Total Full Value Determination, which includes oil and gas taxable properties.

Please also know that these values are determined annually on October 1 as required by State code. Your municipality has 15 days to appeal this value and we are probably pretty close to that deadline. Therefore, if you have concerns with the values please don't hesitate to call me. In addition, this time period is a great time to make any corrections to inadvertent errors that might have occurred so if that ever happens, please bring them to my attention as soon as possible as well.

If you'd like to go over this on the phone I'd be happy to, just give me a call. Or you can email me with further questions or comments.

Regards,

Wendy Lawrence
Assistant State Assessor
State of Alaska
550 W 7th Ave., Suite 1640
Anchorage, AK 99501
(907) 269-4565 Phone
(907) 269-4539 FAX



City of Cordova
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CITY OF CORDOVA

Office of Chief of Police

Memo

To: City Manager Mark Lynch
From: Chief Bob Griffiths
Subject: 3rd Quarter 2012 Report
Date: October 11, 2012

PATROL

The Cordova Police Department received a total of 689 Calls for Service during July through September. From these Calls for Service, a total of 126 investigative cases were generated. There were a total of 37 arrests made.

There were 35 citations written this past quarter. There were 23 warnings given in the past quarter to drivers for violations in lieu of issuing a citation.

PERSONNEL

Officer Mac Burrell resigned from the department effective July 17, 2012. This left Officer Zack Johns and I as the sole officers within the department until new officers could be recruited, tested, screened, hired and trained. Officer George Wintle started with the department on August 31st, several days earlier than scheduled, after Officer Zack Johns was injured on duty on August 30th and placed on light duty (Which continues as of this report). Officer Nate Taylor started work on September 17th. Both officers are experienced and required only community and department orientations to begin work. Officer David Johnson reported to duty on October 8th. He has academy training but requires OJT before he can be certified by the Alaska Police Standards Council.

Communications Clerk Adam Farnes was terminated from the department on August 9, 2012. Communications Clerk Linda Brown resigned from the department effective September 26th. This left three Communications Clerks and one Communications Lead to cover 24x7 staffing and DMV until replacements could be recruited, tested, screened, hired and trained. Communications Clerks Natalie Webb and James Thorne have been hired as replacements and begin work October 8th and 13th, respectively. Both will require significant OJT before being prepared for working solo in their new positions.

Laura Kacsh, our seasonal Community Service Officer left the department on August 18th, to attend College.

JAIL

During the past quarter the Cordova Police department housed 25 inmates for a total of 72 man-days.

DMV

DMV was open 32 days for the quarter, which includes 9 Saturdays. 807 customers completed transactions totaling \$34,312 (Gross receipts).

TRAINING

I attended the International Association of Chiefs of Police Annual training conference in San Diego, CA from August 24th until October 6th.

On October 5th with Fire Marshall Paul Trumblee and Fire Chief Mike Hicks, I attended train-the-trainer sessions on the new portable Emergency Operations Portable radio communications system obtained with 2010 Homeland Security Grant. The equipment is now in Cordova and available for use when necessary.

PROJECTS

9-1-1: Over this past quarter we received a draft 911 consulting report which was reviewed by the 911 Committee. Recommendations were made by the committee to the Consultant for clarification on a few topics. Based upon these, a modified report was received, reviewed by the committee and recommendations made to Council. Council concurred with the report's recommendations and actions are now being taken in furtherance. Also this past quarter I worked closely with City Planning to draft proposed city code changes regarding addressing standards and procedures for Cordova. These ordinances were subsequently passed and shortly go into effect. Police and Planning are now working on an RFP for GIS addressing support.

Radio System: During this quarter the radio antenna system at CCMC was repaired from damage caused by Snowpocalypse. AK DHS completed and submitted their final consulting report on Cordova's emergency radio communications system. Their recommendations were followed in coordination with our radio engineers in setting up new ALMR "Talk-groups" for Police and Fire/EMS (in addition to our existing radio frequencies) and designing a new set of programming for the radio system that will better meet our needs into the future. Our engineers also began the lengthy process of re-licensing our various radio sites and frequencies for narrow-banding. Currently the re-programming of our system and radios is tentatively scheduled for early November.

Evidence Lockers: Quotes and acquisition will be underway next quarter. I looked at display models of various style lockers while at the IACP convention and requested vendor information for research purposes.

PUBLIC RELATIONS

Our department participated in a drug awareness program in cooperation with Law Publications. As a result the department received a significant number of drug awareness booklets. We also received a significant number of public safety related booklets for children and youth, from anti-bullying to fire safety. These booklets will be distributed by the department, the booklet's sponsors, and at the schools.

Native Village of Eyak

110 Nicholoff Way

P.O. Box 1388

Cordova, Alaska 99574-1388

P (907) 424-7738 * F (907) 424-7739

www.eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

Jim Kallander, Mayor

City of Cordova

P.O. Box 1210

Cordova, AK 99574

Dear Jim

One of the missions of the Native Village of Eyak is to increase awareness in a world that is awash in alcohol and drugs. The NVE Sobriety Celebration is a light in the wilderness to many other people, Tribes and Communities giving them hope in the battle against substance abuse. We invite you to participate in the 19th Annual Sobriety Celebration and Memorial Potlatch to be hosted in Cordova, Alaska on November 9th 10th, and 11th 2012. This event encourages sobriety through celebration with native dancers from many Alaskan villages and educational speakers on the prevention of alcohol and substance abuse. Events include native dance group in the schools, Sobriety Countdown, 12 Step meetings, Candle Light Vigil for those who have passed on from Substance Abuse, a potlatch, a ceremony honoring our Veterans and native arts and crafts. By popular demand, traditional native dance groups will also perform on Friday night. Please note this year's theme is **Coming Together To Celebrate Sobriety**.

We would like to thank you for your past assistance and ask for your continuing financial support for this spiritual and educational event. This event continues to grow each year and would not be possible without such generous sponsors such as you. Just a few of our previous donors: *Alyeska Pipeline Services, Trident Seafood Inc., Orca Adventure Lodge, Wells Fargo Bank, BP Exploration, ANTHC Health Consortium Rural Cap, Chugach Alaska Corporation, Tatitlek Corporation, Alaska Optical, Chitna Native Corporation, Lynden Transport, Mr. and Mrs. Charlie McCracken, Mike Williams and Drue Pearce, Cookie Cook, Representative Bill Thomas, Mark and Lyn Steen, Alaska Serigraphic, Morgan Fawcett, Eyak Corporation, The Net Loft, Mt. St. Elias Dancers, Ke ex' Kwaam Dancers, Yeas Ku Oo Dancers, Mike and Edna Jackson, Ruth Demmert, Jeffrey Loman Valarie and Stephen, Thomas, Kodiak Native Association, Shirley Cain, Bruce Cain, Olga Morris, Pete Hoepfner, Bob Chaney, Darlene Nichols, Gloria Cunningham, Senator Albert Kookesh, Ocean Beauty Seafoods, Seaman's Hardware, Chinook Auto Rental*, along with a host of other local and state wide contributors. Please join with us in the effort to educate and to reduce the effects of alcohol and drug abuse in our communities. Your support makes it possible!

We are asking for your tax-deductible donation of **\$300** to help make the 19th Annual Sobriety Celebration the most exciting and spiritual event of this year. As more communities and people become aware of our celebration and want to join us in sobriety, our expenses for this event have continued to grow. Donated funds will be used to help provide travel for dance groups, speakers, supplies for the event, and promotional items. Your participation in this annual celebration is deeply appreciated by the Tribal Council, Sobriety Celebration Committee and all the participants. We thank you in advance for your consideration of our request and extend our best wishes. Your tax-deductible contribution will be listed in the 19th Annual Sobriety Celebration program as well as featured in promotional advertising, website and Facebook. We hope to see you at the 19th Annual Sobriety Celebration. Also, please check out our web site www.eyak-nsn.gov and click on to Sobriety. If you have any questions please contact Belen Cook, Special Events Coordinator at 907-424-7738 or belen@eyak-nsn.gov.

Respectfully,

Jim
Thanks for your help -
Bob

Robert Henrichs
Tribal Council President

CITY OF CORDOVA



October 25, 2012

Mr. Karl Johnstone, Chairman
Alaska Board of Fisheries
c/o Alaska Department of Fish and Game
P.O. Box 115526
Juneau, AK 99811-5526

Board Members,

On behalf of the City of Cordova, I write to express the City's sincere interest in hosting the 2014-2015 Prince William Sound Area Board of Fish meetings. Our fine City has been a gracious host in the past and can offer even more this time around if the Board chooses to meet here December 3 – 8, 2014. The crown jewel of Cordova's beautiful seaside landscape is being completed as I write this letter. The Cordova Center, a 33,929 square foot, fully ADA accessible, multi-use facility includes the City museum and library, a performing arts theatre/auditorium, and most importantly to conference planners, multiple spacious meeting rooms, education rooms and associated workspaces. Presently completion is slated for summer of 2014. The Cordova Center could become the most scenic and beautiful venue ever for Board of Fish meetings.

In the unlikely event that there are delays beyond December 2014 for the completion of the Cordova Center, the community of Cordova would still band together to welcome the Board of Fish meetings. There are at least two other appropriate venues in Cordova.

Tourism activity has seen some increase of late and Cordova abounds with bed and breakfasts, vacation rentals as well as two full-services hotels in town, the Reluctant Fisherman Inn and the Prince William Motel. Economic development continues in our City and several restaurants remain open year round. There are also better and longer hours at grocery stores and shops in our downtown and waterfront areas.

The Board of Fish meetings are often well-attended by Cordova's fishing fleets and a local meeting for these numerous commercial fishing permit-owning Cordovans would prove beneficial and convenient. The City eagerly opens its collective arms to the Board of Fish and anticipates a wonderful week of meeting, sight-seeing and shopping and dining for all who will be in attendance in December 2014. Please contact me with further questions regarding the Board's needs and requirements. Alternate City contacts would be Assistant City Manager Cathy Sherman (infoservices@cityofcordova.net) or City Clerk Susan Bourgeois (cityclerk@cityofcordova.net).

Sincerely,



Jim Kallander
Mayor, City of Cordova

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: October 24, 2012

TO: Mayor & City Council

SUBJECT: Substitute Ordinance 1099

With the October 17 final passage of Substitute Ordinance 1098 changing CMC 3.36, Council directed staff to also change 5.22 to coincide with the new 3.36. Council member Reggiani wrote Ordinance 1099 editing 5.22 and it passed at first reading on October 17. We intended to have legal review before the first reading but the attorney only review the ordinance on October 22. He suggested some edits which he does not believe are substantial enough to warrant another first reading. With that, before you tonight is Substitute Ordinance 1099 for public hearing, second reading and final passage.

RECOMMENDED MOTION: Move to adopt Substitute Ordinance 1099.

REQUIRED ACTION: Majority roll call vote.

SUBSTITUTE ORDINANCE 1099

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA,
AMENDING CORDOVA MUNICIPAL CODE 5.22.040 AND ENACTING CORDOVA
MUNICIPAL CODE 5.22.090 K TO CLARIFY PROCEDURES FOR LEASING CITY-OWNED
SCHOOL BUILDINGS

WHEREAS, City Council is in the process of adopting Substitute Ordinance 1098 which clarifies leases of city-owned school buildings and refers to said leases as being written in accordance with 5.22 of Cordova Municipal Code; and

WHEREAS, on first reading of Substitute Ordinance 1098, the City Council decided that it would be prudent to amend 5.22 soon to coincide with the added language of 3.36.090 in Substitute Ordinance 1098.

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

Section 1. Cordova Municipal Code section 5.22.040 is amended as follows:

5.22.040 - Application to lease or purchase.

A. **A written application** ~~A person shall apply to the city manager in writing to lease or purchase an interest in city real property on a form approved by the city manager~~ **shall be submitted to:**

1. The city manager, except as provided in 2 of this subsection.

2. The school board for space within city school buildings. The school board has authority to negotiate proposed lease terms and forward to the city manager a resolution with its recommendation regarding the application.

B. The application shall include the following information:

1. The name of the applicant, and any other names under which the applicant does business;
2. The name of each affiliate (as defined in AS 10.06.990(2) or its successor) of the applicant;
3. The applicant's mailing address and the address of the applicant's registered office in the state, if applicable;
4. The use or purpose for which the applicant proposes to lease or purchase the property, including the following:
 - a. An application for a lease with a term exceeding one year for a commercial or industrial purpose shall include a development plan for the property providing for the development of a permanent commercial

ADDED LANGUAGE UNDERLINED/ DELETED LANGUAGE STRICKEN THROUGH

or industrial facility, which plan shall include the number of persons to be employed on the premises during the term of the lease, and any additional information required by the city manager or school board, the city planner or the planning commission.

- b. An application for a lease with a term not exceeding one year for a commercial or industrial purpose shall include a development plan for the property providing the information required by the city manager or school board, the city planner or the planning commission.
- c. Any other application shall state the use, value and nature of any improvements the applicant proposes to construct on the property, and any additional information required by the city manager or school board, the city planner or the planning commission;

5. Evidence that the applicant meets the applicable qualifications in subsection CB of this section; and

6. Any other information required by the city manager or school board.

CB. The city manager shall forward an application for further review only if the applicant:

- 1. Is not delinquent in the payment of any obligation to the city;
- 2. Has not previously breached or defaulted in the performance of a material contractual or legal obligation to the city, unless the breach or default has been remedied or cured;
- 3. If a natural person, is at least nineteen years of age;
- 4. If a natural person, is a citizen of the United States, or has declared the intent to become a citizen; and
- 5. If not a natural person, is authorized to transact business in the state of Alaska and in the city under all applicable laws.

DE. The city manager shall refer an application from a qualified applicant to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the application for review by the planning commission not later than its next regular meeting.

ED. The planning commission shall review the application, and recommend to the city council whether the city should accept the application, offer the real property interest for disposal by one of the competitive procedures in Section 5.22.060, or decline to dispose of the real property interest.

- ~~FE.~~ The city council shall review the application and the recommendation of the planning commission, and determine in its sole discretion whether to accept the application, offer the real property interest for disposal by one of the competitive procedures in Section 5.22.060, or decline to dispose of the real property interest.

Section 2. Cordova Municipal Code section 5.22.040(K) is enacted to read as follows:

- K. A lease of space within a city school building shall provide that payments received for rent shall be made payable to the school district and assigned to a special revenue fund designated by the city council.**

Section 3. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published in the Cordova Times, a newspaper of general circulation in the City, within ten (10) days after its passage.

1st reading: October 17, 2012

2nd reading and public hearing: November 7, 2012

PASSED AND APPROVED THIS 7th DAY OF NOVEBER 2012.

James Kallander, Mayor

ATTEST:

Susan Bourgeois, City Clerk



City of Cordova
602 Railroad Ave.
P.O. Box 1210
Cordova, Alaska 99574
Phone: (907) 424-6200
Fax: (907) 424-6000
Email: citymanager@cityofcordova.net
Web: www.cityofcordova.net

CITY OF CORDOVA

Office of City Manager

October 31, 2012

Memo to City Council
Re: Title 10

Attached is Title 10 of the Cordova Municipal Code. Changes are in bold and underlined, and deletions are strike-through. This has been through a long process of Police Department review, Chief review, Manager review, and Attorney review. We feel everything is appropriate and fits the needs of the community. This is the first of many code Titles that will be coming to Council for approval.

Thank you,

Mark Lynch
City Manager

**CITY OF CORDOVA, ALASKA
ORDINANCE 1100**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AMENDING CORDOVA MUNICIPAL CODE SECTIONS 1.28.085, 10.04.040, 10.12.010, 10.12.012, 10.12.030, THE TITLE OF CORDOVA MUNICIPAL CODE CHAPTER 10.16, CORDOVA MUNICIPAL CODE SECTIONS 10.16.010, 10.16.020, 10.24.010, 10.24.020, 10.24.025, 10.24.070, 10.24.090, 10.24.120, 10.36.010, 10.38.010, 10.44.010 AND 10.48.010; REPEALING CORDOVA MUNICIPAL CODE CHAPTER 10.08 AND CORDOVA MUNICIPAL CODE SECTIONS 10.16.030, 10.16.040 AND 10.24.130; ENACTING CORDOVA MUNICIPAL CODE 10.04.050 AND 10.24.005; AND REPEALING AND REENACTING CORDOVA MUNICIPAL CODE CHAPTERS 10.52 AND 10.56; REGARDING PARKING AND TRAFFIC VIOLATIONS AND ENFORCEMENT OF PARKING AND TRAFFIC VIOLATIONS.

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

Section 1. Cordova Municipal Code 1.28.085 is amended by replacing the part of the table headed, “Vehicles and Traffic” with the following:

Code Ref.	Code Title	Fine per Day
10.12.010	Adoption by reference of stare statutes and regulations regarding motor vehicle and driving offenses	Corresponding amount in state traffic bail forfeiture schedule
10.24.010	Parking outside marked space	\$30.00
10.24.020	Parking beyond time limitation	\$30.00
10.24.025	Parking without required permit	\$30.00
10.24.040	Angle parking required	\$30.00
10.24.050	Loading permit violation	\$30.00
10.24.060	Parking over 24 hours	\$30.00
10.24.070	Parking for prohibited purpose	\$30.00
10.24.080	Parking blocking driveway	\$30.00
10.24.090	Parking on private property without permission	\$30.00
10.24.100	Parking in roadway obstructing traffic	\$30.00
10.24.110	Parking in main-traveled part of highway	\$30.00
10.28.020	Passenger loading zone time limit	\$30.00
10.28.030	Freight loading zone time limit	\$30.00
10.28.050	Bus and taxicab stands – use required	\$30.00
10.28.060	Bus and taxicab stands - unauthorized use	\$30.00
10.54.020	Abandonment of Vehicles	\$500.00

Section 2. Subsection B of Cordova Municipal Code 10.04.040 is amended to read as follows:

B. Officers of the police department or such officers thereof as are assigned by the **Chief of Police** ~~public safety officer~~ are authorized to direct all traffic by voice, hand or signal in conformance with traffic laws, regulations and ordinances; provided, that in the event of a fire or other emergency or to expedite traffic or to safeguard pedestrians, officers of the police

department may direct traffic as conditions may require notwithstanding the provisions of the traffic laws, regulations and ordinances.

Section 2. Cordova Municipal Code 10.04.050 is enacted to read as follows:

10.04.050 - Definitions. In this title:

A. "Parking lot" means property owned by the city or state that the owner has designated for use by the public to park vehicles.

"Traffic authority" means the city manager or the city manager's designee.

B. "Traffic regulations" means the provisions of this title and any statute or regulation incorporated by reference in this title.

Section 4. Cordova Municipal Code Chapter 10.08, Definitions, is repealed.

Section 5. Cordova Municipal Code 10.12.010 is amended to read as follows:

10.12.010 - Statutes adopted by reference. Pursuant to AS 28.01.010, the city adopts by reference, for application within the city, the following state statutes and/or regulations, **as the same may be amended from time to time after the effective date of the ordinance codified in this section:**

13 AAC 02.005 through 13 AAC 02.560, inclusive;

13 AAC 04.001 ~~13 AAC 04.005 through 13 AAC 04.420, inclusive;~~

~~13 AAC 06.010 through 13 AAC 06.060, inclusive;~~

13 AAC 40.010;

17 AAC 45.080 through 17 AAC 45.090, inclusive;

17 AAC 25.012 through **17 AAC 25.119** ~~17 AAC 25.100, inclusive;~~

AS 28.05.095 (use of seat belts and child safety devices required);

AS 28.05.099 (penalty);

AS 28.10.011 (vehicles subject to registration);

AS 28.10.121~~a~~ (vehicles of nonresidents);

AS 28.10.461 (driving vehicle without evidence of registration);

AS 28.10.471 (driving vehicle when registration suspended, revoked or permit expired);

AS 28.11 (abandoned vehicles);

AS 28.15.131 (license to be carried and exhibited on demand);

AS 28.22.019 (proof of insurance to be carried and exhibited on demand);

AS 28.35.235(a) (unauthorized use of parking reserved for persons with disabilities);

AS 28.39.010 (snowmobile registrations);

AS 28.90.010 ~~AS 28.40.050~~ penalties for violations of law, regulations, and municipal ordinances).

AS 28.90.990 (definitions).

Section 6. Cordova Municipal Code 10.12.012 is amended to read as follows:

10.12.012 - Traffic fine schedule—Adoption of state bail forfeiture schedules by reference. **Except as provided in subsection D of this section:**

A. For violations of statutes and regulations listed in Section 10.12.010, the city adopts as its traffic fine schedule the "Traffic Bail Forfeiture Schedule" and the "Oversize Vehicle Bail Forfeiture Schedule" in Administrative Rules 43.1 and 43.6 of the Alaska Rules of

Court, as the same may be amended from time to time after the effective date of the ordinance codified in this section.

B. Citations for offenses listed in Section 10.12.010 may be disposed of as provided in AS 12.25.195-.230 without a court appearance, upon payment of the amounts listed plus the state surcharge required by AS 12.55.039 and AS 29.25.074. If a person charged with one of these offenses appears in court and is found guilty, the penalty imposed for the offense may not exceed the amount listed for that offense on the schedule.

C. Citations charging offenses listed in Section 10.12.010 must meet the requirements of District Court Criminal Rule 8 of the Alaska Rules of Court.

D. In addition to the penalties prescribed in this section for violations of statutes and regulations related to parking, stopping and standing, such violations shall be subject to the notice of violation procedure and civil penalties prescribed in Chapter 10.56.

Section 7. Cordova Municipal Code 10.12.030 is amended to read as follows:

10.12.030 - Definitions—~~Chief of Police~~ ~~Public safety director~~. Whenever there is reference to the state law adopted in Section 10.12.010 to "Department of **Transportation and Public Facilities** Highways" or "Commissioner of Highways," there shall be substituted the **title, "Chief of Police"** ~~public safety director.~~

Section 8. The title of Cordova Municipal Code Chapter 10.16 is amended to read as follows:

Chapter 10.16

TRAFFIC CONTROL AT STOP AND YIELD INTERSECTIONS

Section 9. Cordova Municipal Code 10.16.010 is amended to read as follows:

10.16.010 – Official traffic control devices ~~Determination—Authority to designate.~~ The traffic authority of the city is authorized to **place official traffic control devices that the traffic authority determines to be necessary to control the movement of traffic at intersections.** ~~determine and designate intersections where particular hazard exists upon other than through streets and to determine:~~

A. ~~Whether vehicles shall stop at one or more entrances to any such intersection, in which event he shall cause to be erected a stop sign at every such place where a stop is required; or~~

B. ~~Whether vehicles shall yield the right of way to vehicles on a different street at such intersection as prescribed in 13 AAC 02.130, in which event he shall cause to be erected a yield sign at every place where obedience thereto is required.~~

Section 10. Cordova Municipal Code 10.16.020 is amended to read as follows:

10.16.020 - Entering obstructed intersections. No driver shall enter an intersection or a marked crosswalk unless there is sufficient space on the other side of the intersection or crosswalk to accommodate the vehicle he is operating without obstructing the passage of other vehicles or pedestrians, notwithstanding any **official traffic control device** ~~traffic control signal~~ indication to proceed.

Section 11. Cordova Municipal Code 10.16.030 and 10.16.040 are repealed.

Section 12. Cordova Municipal Code 10.24.005 is enacted to read as follows:

10.24.005. – Parking – Method of parking.

A. A parked vehicle with no licensed driver in the driver's seat shall have

1. The brakes effectively set;

2. The engine off;

3. The keys removed from the ignition lock and the ignition locked so it cannot be readily activated without a key; and

4. If parked upon any perceptible grade, with the front wheel or wheels turned toward the nearest curb or edge of the roadway.

B. A vehicle shall be parked in an unmarked parking space or a parking space marked for parallel parking in the direction of authorized traffic movement in the traffic lane immediately adjacent to the parking space, parallel to and within 12 inches of the curb or edge of the roadway.

C. A vehicle shall be parked in a parking space marked for angle parking facing the nearest curb or edge of the roadway.

Section 13. Cordova Municipal Code 10.24.010 is amended to read as follows:

10.24.010 - Parking—Within marked spaces. In an area where parking spaces have been marked off on the surface of the street, a driver parking a vehicle shall park it within a parking space as thus marked off, and not on or over a line delimiting a space. **In no case shall a vehicle exceeding twenty four feet in length or eight feet in width be parked in a City parking space unless such space is specifically designated for larger vehicles.**

Section 14. Cordova Municipal Code 10.24.020 is amended to read as follows:

10.24.020 - Parking—Time limitation, prohibition and sign erection authority. The traffic authority of the city is authorized to establish parking time limits, or to prohibit parking, on ~~designated city streets,~~ **parking lots and other city or state property,** by having appropriate signs placed thereon. When such signs are in place, it is unlawful for any person to park a vehicle in violation thereof.

Section 15. Cordova Municipal Code 10.24.025 is amended to read as follows:

10.24.025 - Parking—Permit only limitation, prohibition and sign erection authority. The traffic authority of the city is authorized to establish parking by permit only limits on ~~designated city streets,~~ **parking lots and other city property,** by having appropriate signs placed thereon. When such signs are in place, the required permit must be displayed in the front windshield and it shall be unlawful for any person to park a vehicle in violation thereof.

Section 16. Cordova Municipal Code 10.24.070 is amended to read as follows:

10.24.070 - Parking—Certain purposes prohibited. No person shall park a vehicle upon any **public property** ~~roadway~~ for the principal purpose of:

A. Displaying such vehicle for sale;

B. Washing, greasing or repairing such vehicle, except repairs necessitated by emergency.

C. Using such vehicle for living or sleeping quarters, except in an area designated for use by the public for camping.

Section 17. Cordova Municipal Code 10.24.090 is amended to read as follows:

10.24.090 - Parking—Unauthorized use of private area prohibited. It is unlawful for any person to park or cause to be parked any ~~motor~~ vehicle in the private parking place of another person, firm or corporation without the express permission of such person, firm or corporation if such private parking place has been signed, posted or otherwise clearly designated as a private parking place.

Section 18. Cordova Municipal Code 10.24.120 is amended to read as follows:

10.24.120 - Impoundment. ~~In the event of any violation of Sections 10.24.080 and 10.24.090, and~~ Upon ~~upon~~ the written request of the rightful owner or lessee of an ~~said~~ off-street parking place that is obstructed or occupied in violation of section 10.24.080 and 10.24.090, the city may impound the vehicle that is the source of the violation ~~any vehicle parked in off-street parking without the permission of the owner, or vehicle blocking the ingress and egress of motor vehicles to and from private parking places, shall be impounded by the city and~~ cause the vehicle to be towed to any approved storage facility ~~where it shall be retained until the owner pays all towing charges and costs of impoundment. If not reclaimed within six months of the date of impounding, the provisions of Chapter 11.48 of this code shall apply.~~ The provisions for hearing, release from impoundment and disposition of an impounded vehicle in Chapter 10.52 shall apply to an impoundment under this section. Before any such vehicle is impounded, the police may require of the person requesting impoundment an affidavit that said person is rightfully in control of the parking place in question and holding the city harmless for any loss or damage growing out of said impoundment.

Section 19. Cordova Municipal Code 10.24.130 is repealed.

Section 20. Cordova Municipal Code 10.36.010 is amended to read as follows:

10.36.010 - Obedience to official traffic-control devices.

A. Any person operating a bicycle shall obey the instructions of official traffic control devices ~~traffic control signals, signs and other control devices~~ applicable to vehicles, unless otherwise directed by a police officer.

B. ~~Whenever authorized signs are erected indicating that no right or left or U turn is permitted, no~~ No person operating a bicycle shall disobey an official traffic control device indicating ~~that no right or left or U-turn is permitted, the direction of any such sign,~~ except where such person dismounts from the bicycle to make any such turn, in which event such person shall then obey the regulations applicable to pedestrians.

Section 21. Cordova Municipal Code 10.38.010 is amended to read as follows:

10.38.010 - Special rules for snowmobiles and off-highway vehicles.

A. ~~Adoption of State Law. All provisions of Title 13, Alaska Administrative Code and Alaska Statutes, Section 5.30.010 et seq., regulating traffic and the operation of motor vehicles and snow machines upon streets or highways are adopted by reference, except that those~~

~~regulations are not adopted by reference which by their nature can have application or which conflict with the remainder of this section.~~

~~B. — Operation.~~

1. **Snowmobiles and off-highway vehicles** ~~Snow machines~~ may not be operated:

- a. In a careless, reckless or negligent manner so as to endanger the safety of any person or property of any other person;
- b. While under the influence of intoxicating liquor, narcotics or drugs;
- c. To intentionally drive, chase, run over or kill any animal;
- d. Within one hundred feet of any school or hospital, unless traveling directly to or from it;
- e. In any city-designated ski area;
- f. On or within one hundred feet of any skating area or ice rink;
- g. On city streets when transporting weapons or other instruments used to hunt within unless it is unloaded and encased;

h. **In the case of a snowmobile, without** ~~Without~~ **registration and numbering** ~~having such snow machine registered as~~ **required by AS 29.38.010(a)** ~~provided for in Section 5.30.010 Alaska Statutes;~~

i. Without **registration under** ~~having such snow machine registered through the city of Cordova motor vehicle office~~ **snowmobile and off-highway vehicle** permit system. Registration of snowmobiles is non-transferable upon sale of the vehicle. Such registration numbers shall be affixed on both sides of the cowl of the machine and the rear of the machine. ~~The numerals shall be identical to the Cordova snow machine registration.~~

j. On city streets while carrying more than the operator unless the machine is designed by the manufacturer to carry more than one person.

2. **Snowmobiles and off-highway vehicles** ~~Snow machines~~ may not be operated between the hours of eleven p.m. and six a.m., except on Friday and Saturday evenings when they may be operated until midnight.

3. No **snowmobile or off-highway vehicle** ~~snow machine~~ shall be operated on private property without specific permission of the owner or other person having control of the property.

4. A person may not drive a **snowmobile or off-highway vehicle** ~~snow machine~~ on a road or highway at a speed greater than is reasonable and prudent under the conditions and having regard to the actual and potential hazards existing at the time and in no case faster than the legal speed limit.

5. **When operated on city streets or alleys, snowmobiles and off-highway vehicles** ~~Snow machines may be operated upon the streets and alleys of the city, and if so operated:~~

- a. Shall be driven on the extreme right, in a single file, and in accord with all motor vehicle regulations;
- b. Shall not pass any other moving vehicle while going in the same direction upon city streets;
- c. Shall yield the right-of-way to all other motor vehicles;
- d. Shall be driven with headlights on at all times.

BE. Equipment. No person shall drive or operate a snowmobile or off-highway vehicle ~~snow machine~~ unless the snowmobile or off-highway vehicle ~~snow machine~~ is equipped with:

- 1. A motor vehicle or motorcycle headlamp with or without non-multiple beams so aimed and of sufficient intensity to reveal to persons and vehicles at a distance of at least one hundred feet ahead during hours of darkness under normal atmospheric conditions. Such headlamp shall be aimed so that glaring rays are not projected into the eyes of an oncoming driver;
- 2. At least one rear lamp continuously exhibiting a red light plainly visible from a distance of five hundred feet to the rear during hours of darkness under normal atmospheric conditions, plus an operational brake light;
- 3. A return-to-idle spring in working order, capable of returning the snow machine engine's carburetor to the closed position;
- 4. A rear snowflap, mudflap and fender of sufficient material installed in a permanent manner to contain a cleat and all other debris, if thrown from the track or tire at all speeds;
- 5. Stock exhaust mufflers in working order;
- 6. Adequate brakes to control the movement of and to stop and hold such vehicle under normal conditions of operation;
- 7. A flag extending above the machine at least six feet above the ground visible for at a minimum of one hundred feet away from the machine.

CE. Towing. No person shall operate a snowmobile or off-highway vehicle ~~snow machine~~ while towing a sled, toboggan or other object, or any person riding on the same unless such sled, toboggan or other object is attached to the snowmobile or off-highway vehicle ~~snow machine~~ by a rigid bar, and the towed object shall be equipped with red rear reflectors and extended flag on rear of same design as in subsection (BE)(7) of this section.

DE. Protective Headgear. No person shall operate or ride upon a snowmobile or off-highway vehicle ~~snow machine~~ unless he is wearing a ~~hard, protective~~ headgear conforming to standards established by the U.S. Department of Transportation ~~or helmet~~, and adequate eye protection.

EF. Effect of Regulations. The parent of any child and the guardian of any ward shall not authorize or knowingly permit the child or ward to violate any provisions of this section.

FG. Penalties and Impoundment. A person convicted of a violation of a provision of this section may be fined as such: for a first offense, a fine ~~up to three hundred~~ of one hundred dollars; for a second offense, a fine ~~up to five hundred dollars (but not less than three hundred~~

dollars); **of three hundred dollars**; and for a third offense, a fine up to one thousand dollars (but not less than ~~five~~ **three** hundred dollars). After the third offense, the snowmobile **or off-highway vehicle** would lose its registration and could not be reregistered with the city for twenty-four months. In addition, the **snowmobile or off-highway vehicle** ~~snow machine~~ operated by the alleged violator may be impounded during the period between apprehension and hearing whether or not ~~the machine~~ **it** is owned by the alleged violator. Release of the **snowmobile or off-highway vehicle** ~~snow machine~~ shall follow the same procedure applied to impounded motor vehicles.

GH. Motor Vehicle Operator's License. All drivers or operators of **snowmobiles or off-highway vehicles** ~~snow machines~~ shall have in their possession a valid current motor vehicle operator's license while operating upon the city streets.

HI. Horsepower Rating. No person shall operate any **snowmobile or off-highway vehicle** ~~snow machine~~ upon any street of the city powered by an engine which is rated as delivering less than ten horsepower.

IJ. Limitation of Use of Streets. The use of the streets of the city by **a snowmobile or off-highway vehicle** ~~snow machine~~ in accord with the terms of this section is limited to traveling from one place to another in the most reasonably direct route possible, and no person shall use the streets themselves for recreational purposes.

JK. Insurance. No person may operate a **snowmobile or off-highway vehicle** ~~snow machine~~ upon any street of the city without proof of the minimum liability insurance required by the state.

~~L. Definition. The term "snow machine" means and includes every motor propelled device upon any skis, skids tracks, belts, cleats, or low pressure tires or any combination thereof, designed to travel over ice or snow, in, or upon or by which any person or property is or may be transported.~~

Section 22. Cordova Municipal Code 10.44.010 is amended to read as follows:

10.44.010 - Funeral processions—Driving through prohibited. No **person shall drive** ~~driver of a vehicle shall drive~~ between the vehicles comprising a funeral or other authorized procession while they are in motion ~~and when such vehicles are conspicuously designated as required in this chapter.~~ This provision shall not apply **to movement through an intersection in compliance with an** ~~at intersections where traffic is controlled by~~ **official traffic control device** ~~traffic control signals or~~ **the direction of a** police officers.

Section 23. Cordova Municipal Code 10.48.010 is amended to read as follows:

10.48.010 - Unlawful riding. No person shall ride on any vehicle upon any portion thereof not designed or intended for the use of passengers. This provision shall not apply to an employee engaged in the necessary discharge of a duty, ~~or to persons riding within truck bodies in space intended for merchandise.~~

Section 24. Cordova Municipal Code Chapter 10.52 is repealed and reenacted to read as follows:

Chapter 10.52 – VEHICLE IMPOUNDMENT

Sections:

- 10.52.010 – Authority to impound vehicles.
- 10.52.020 - Conditions for release from impoundment.
- 10.52.030 - Notice to owners and lienholders.
- 10.52.040 - Hearing.
- 10.52.050 - Disposal of impounded vehicle.

10.52.010 – Authority to impound vehicles. A police officer may remove and impound a vehicle

- A. That is parked, stopped or standing in violation of this title when the police officer determines that the violation poses an imminent threat to the public health, safety or welfare.
- B. That is unattended and illegally left standing upon a street in such position or under such circumstances as to obstruct the normal movement of traffic.
- C. When a report has been made that the vehicle has been stolen or taken without the consent of its owner; or
- D. When the person driving or in control of the vehicle is incapacitated or arrested for an offense that requires the arrested person to be arraigned before a judge or magistrate.

10.52.020 - Conditions for release from impoundment. A vehicle impounded under this title shall be released from impoundment only to the registered owner or the owner's legal representative:

- A. Upon a successful appeal of the impoundment under section 10.52.040; or
- B. Upon payment of each of the following:
 - 1. The civil penalty for each violation that was a cause of the impoundment, and that has not been successfully appealed under section 10.56.060;
 - 2. Each unpaid civil penalty for a violation by the registered owner of the vehicle of a provision of this title, which violation is not subject to further appeal;
 - 3. Any unpaid fines or surcharges for a violation by the registered owner of the vehicle of a provision of this title, which violation is not subject to further appeal; and
 - 4. The impoundment administrative fee and any towing and storage charges arising from the impoundment.

10.52.030 - Notice to owners and lienholders.

- A. The city shall give written notice to each record owner and lienholder of a vehicle that the city has impounded by registered or certified mail, return receipt requested, or if the vehicle is not registered in the state or the city cannot determine the name and address of the owner or lienholder, by publication in a newspaper of general circulation in the city.
- B. The notice shall include:
 - 1. A description of the vehicle and its location when impounded;
 - 2. The reasons why the city impounded the vehicle;
 - 3. The name and address of the registered owner and the vehicle identification number of the vehicle;
 - 4. A statement that unless within seven days after the date of the notice, either: the vehicle is released from impoundment under section 10.52.020, or a person with an interest in the vehicle requests a hearing under Section 10.52.040, the city may

without further notice impound and dispose of the vehicle by sale, destruction or other disposition authorized by law.

10.52.040 - Hearing.

A. A person claiming an interest in a vehicle that is impounded under this chapter may obtain a hearing on whether the vehicle was properly impounded under this chapter by requesting the hearing in writing at the office of the city manager within seven days after the date of the notice of impoundment.

B. A hearing officer, who shall be the city manager or a person designated by the city manager, shall conduct the hearing within three business days after the city receives a timely request for a hearing under subsection A of this section. The issue at the hearing shall be limited to whether the vehicle was properly impounded under this chapter.

C. The appeal hearing shall be conducted informally and may be governed by such rules and procedures as the hearing officer may establish, except that:

1. Each party may appear in person or by telephone.
2. Each party may present witnesses and evidence.
3. Each party or the party's counsel may cross examine opposing witnesses on matters relevant to the issues, impeach witnesses regardless of which party first called the witness to testify, and rebut evidence against the party.
4. Relevant evidence shall be admitted if it is the sort of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of a common law or statutory rule which makes improper the admission of the evidence over objection in a civil action. Hearsay evidence may be considered provided there are guarantees of its trustworthiness and that it is more probative on the point for which it is offered than any other evidence which the proponent can procure by reasonable efforts.
5. The hearing shall be open to the public.
6. An electronic recording shall be made of the hearing.

D. The hearing officer may exercise independent judgment as to the weight of evidence supporting or refuting the impoundment, and may exercise independent judgment on legal issues raised by the parties.

E. No later than three business days following the hearing the hearing officer shall issue a written decision based on findings and conclusions adopted by the hearing officer. Such findings must be in writing and must be reasonably specific so as to provide interested persons and, where appropriate, reviewing authorities, a clear and precise understanding of the reasons for the decision entered. The decision, findings of fact and conclusions of law shall be forwarded to all parties to the appeal. A final appealable decision must indicate that it is a final order and that a party disputing the decision has 30 days to appeal.

F. A final decision issued under subsection E of this section may be appealed to the superior court within 30 days after the date the decision was issued. For the purposes of this section the date of issuance is the date upon which the decision was mailed or delivered to the parties.

10.52.050 - Disposal of impounded vehicle.

A. Upon satisfaction of the notice and hearing requirements prescribed in this chapter, the city may dispose of an impounded vehicle that is not released from impoundment under section 10.52.020 within 60 days after the date of the notice of impoundment under section

10.52.030 by removing it to a scrap processing yard or auto wrecker for disposal or by public auction not less than twenty days after notice of the auction is published in a newspaper of general circulation in the city. The notice of auction must describe the vehicle and specify the place, date and time at which it will be sold.

B. The proceeds of any sale of an impounded vehicle shall be applied first to reimburse the city for costs of disposing of the vehicle, including towing, storing and selling the vehicle, and second to satisfy any fine or penalty that has been imposed for the unlawful abandonment of the vehicle. Any part of the proceeds remaining thereafter shall be made available to the former owner of the vehicle if claimed within thirty days from the date of sale, and if not so claimed shall become the property of the city.

Section 25. Cordova Municipal Code Chapter 10.56, Enforcement, is repealed and reenacted to read as follows:

Chapter 10.56 – ENFORCEMENT

Sections:

10.56.010 - Citation procedure.

10.56.020 - Disposition of citation for scheduled violation.

10.56.030 - Notice of violation.

10.56.040 - Owner of vehicle presumed responsible for violation.

10.56.050 - Civil penalties for parking violations.

10.56.060 – Appeals.

10.56.010 – Citation procedure. When a police officer stops or contacts a person for a violation of this title, the officer may, in the officer's discretion, issue a citation to the person. The citation shall include the information required by AS 12.25.200(b), and shall be made upon oath or affirmation before a person authorized by law to administer oaths or affirmations or signed with a certification under penalty of perjury that the citation is true and was personally served on the person charged. Nothing in this section shall abridge the power to arrest any violator and to take him into custody, or to file a complaint against him, at any time.

10.56.020 - Disposition of citation for scheduled violation. If a person cited for a violation for which a scheduled fine has been established does not contest the citation, the person may mail or personally deliver to the city clerk of the amount of the fine indicated on the citation plus the surcharge required under AS 12.55.039, together with a copy of the citation signed by the person indicating the person's waiver of court appearance, entry of plea of no contest, and forfeiture of the fine. The citation with the fine shall be mailed or personally delivered on or before the 30th day after the date the citation was issued.

10.56.030 - Notice of violation. A vehicle parked, stopped or standing in violation of this title is a public nuisance. Upon discovery of a vehicle abandoned, parked, stopped or standing in violation of this title, a police officer may issue a notice of violation, and deliver it to the operator of the vehicle or affix it to the vehicle if it is unattended at the time of issuance. The notice of violation shall identify the vehicle, the nature of the violation and the means of resolving it.

10.56.040 - Owner of vehicle presumed responsible for violation. It shall be presumed that the registered owner of a vehicle which is found to be parked, stopped or standing in

violation of this title has been so operated by the registered owner thereof or has been operated by another person with the consent of the registered owner, the vehicle to which a citation pertains being a public nuisance for which the registered owner holds legal responsibility. That presumption may be rebutted by presentation of satisfactory evidence that the vehicle was being operated by another person at the time of the violation without the consent of the registered owner and beyond the control of the registered owner.

10.56.050 - Civil penalties for parking violations.

A. A person who violates a provision of this Code pertaining to parking, standing or stopping a vehicle shall be subject to a civil penalty in the amount stated in the following table:

Code Section	Description of Violation	Penalty
10.12.010	Adoption by reference of stare statutes and regulations regarding stopping, standing and parking	Corresponding amount in state traffic bail forfeiture schedule
10.24.010	Parking outside marked space	\$30.00
10.24.020	Parking beyond time limitation	\$30.00
10.24.025	Parking without required permit	\$30.00
10.24.040	Angle parking required	\$30.00
10.24.050	Loading permit violation	\$30.00
10.24.060	Parking over 24 hours	\$30.00
10.24.070	Parking for prohibited purpose	\$30.00
10.24.080	Parking blocking driveway	\$30.00
10.24.090	Parking on private property without permission	\$30.00
10.24.100	Parking in roadway obstructing traffic	\$30.00
10.24.110	Parking in main-traveled part of highway	\$30.00
10.28.020	Passenger loading zone time limit	\$30.00
10.28.030	Freight loading zone time limit	\$30.00
10.28.050	Bus and taxicab stands – use required	\$30.00
10.28.060	Bus and taxicab stands - unauthorized use	\$30.00
10.54.020	Abandonment of Vehicles	\$500.00

B. In addition to any other penalty provided by law, a person who fails to resolve a notice of violation under this chapter within the time stated on the face of the notice shall be subject to a civil penalty in the amount of \$15.00 in addition to any other penalty provided by law. Failure to resolve a notice of violation within 30 days of the date after imposition of this civil penalty may also result in legal and collection fees. A notice of violation is resolved by payment of the amount due under this section on the earlier of:

1. The date the payment is received by the city clerk; or
2. The legible postmark date on a payment the city clerk receives by mail.

10.56.060 - Appeals.

A. A person who has been issued a notice of violation for vehicle parking, stopping or standing in violation of this title may appeal that action to the a hearing officer designated by the city manager by completing a violation appeal form and delivering the form to the city manager no later than 30 days after the date of the notice of violation or impoundment to which the appeal pertains.

B. The hearing officer shall schedule an appeal hearing no more than 10 business days after the date of delivery of the violation appeal form.

C. The appeal hearing shall be conducted informally and may be governed by such rules and procedures as the hearing officer may establish, except that:

1. Each party may appear in person or by telephone.
2. Each party may present witnesses and evidence.
3. Each party or the party's counsel may cross examine opposing witnesses on matters relevant to the issues, impeach witnesses regardless of which party first called the witness to testify, and rebut evidence against the party.

4. Relevant evidence shall be admitted if it is the sort of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of a common law or statutory rule which makes improper the admission of the evidence over objection in a civil action. Hearsay evidence may be considered provided there are guarantees of its trustworthiness and that it is more probative on the point for which it is offered than any other evidence which the proponent can procure by reasonable efforts.

5. The hearing shall be open to the public.

6. An electronic recording shall be made of the hearing.

D. The hearing officer may exercise independent judgment as to the weight of evidence supporting or refuting the notice of violation or impoundment, and may exercise independent judgment on legal issues raised by the parties.

E. No later than 15 days following the hearing the hearing officer shall issue a written decision based on findings and conclusions adopted by the hearing officer. Such findings must be in writing and must be reasonably specific so as to provide interested persons and, where appropriate, reviewing authorities, a clear and precise understanding of the reasons for the decision entered. The decision, findings of fact and conclusions of law shall be forwarded to all parties to the appeal. A final appealable decision must indicate that it is a final order and that a party disputing the decision has 30 days to appeal.

F. A final decision issued under subsection E of this section may be appealed to the superior court within 30 days of the date the decision was issued. For the purposes of this section the date of issuance is the date upon which the decision was mailed or delivered to the parties.

Section 26. This ordinance shall be effective thirty (30) days after its passage and publication. This ordinance shall be enacted in accordance with Section 2.13 of the Charter of the City of Cordova, Alaska, and published in the Cordova Times, a newspaper of general circulation in the City, within ten (10) days after its passage.

1st reading: November 7, 2012

2nd reading and public hearing: November 28, 2012

PASSED AND APPROVED THIS 28th DAY OF NOVEMBER, 2012.

Jim Kallander, Mayor

ATTEST:

Susan Bourgeois, City Clerk

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: November 1, 2012

TO: Mayor and City Council

SUBJECT: Resolution 11-12-45

I had attempted to discuss an alternative allocation with Valdez and Whittier that was different from the past ten or more years when we have split this payment from the state three ways equally between the municipalities within FMA 15 (PWS). They have shown some resistance and most recently have not responded when I offered this allocation (seen in resolution). I have put this before you because we must act on this by December 15 and I was hoping I might have heard from Valdez and Whittier before the meeting date of November 7. It will be useless for us to approve this tonight unless the other two municipalities approve similar resolutions thereby agreeing to this alternative allocation. Council can choose to edit the resolution to go with the customary three-way split, refer to staff so I will get back in touch with them and see if they have had a change of heart, or direct staff to complete the long form, thereby forcing Valdez and Whittier to also complete long forms. Attached are the Department of Commerce's calculations of all of the FMA's across the state and how they allocate the shared fisheries business tax. Only one other does so with an equal split. I may also bring other calculations to the meeting for Council. I have also included the packet which comes from Department of Commerce describing the program and detailing what the long form consists of and how it is to be completed.

Recommended motion: Move to approve Resolution 11-12-45

Staff recommendation: Majority Voice Vote

**CITY OF CORDOVA, ALASKA
RESOLUTION 12-11-45**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY13
SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS
ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF
SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN THE
PRINCE WILLIAM SOUND FISHERIES MANAGEMENT AREA**

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY12 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development (DCCED) that the municipality suffered significant effects during calendar year 2011 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by DCCED; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of DCCED, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The Cordova City Council proposes to use an alternative allocation method for allocation of FY13 funding available within the Prince William Sound Management Area in agreement with all other municipalities in this area participating in the FY12 Shared Fisheries Business Tax Program.

NOW, THEREFORE, BE IT RESOLVED, that The City Council of the City of Cordova by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2011 of fisheries business activity in the Prince William Sound Management Area.

ALTERNATIVE ALLOCATION METHOD: All eligible communities in the Prince William Sound Fisheries Management Area (Whittier, Valdez, and Cordova) will receive an **equal share** of the **first half of the funds available** and the other half of the available funds shall be divided as follows:

Whittier to receive **10%** of second half
Valdez to receive **35%** of second half
Cordova to receive **55%** of second half

PASSED AND APPROVED THIS 7th DAY OF NOVEMBER, 2012

James Kallander, Mayor

ATTEST:

Susan Bourgeois, City Clerk

FY 12 Shared Fisheries Business Tax Program

13 Program Year
Table 1 annual report
Fish Business Tax

FY 13 Funding:		\$2,075,432.45	
Fisheries Management Area	Pounds of Fish & Shellfish Processed	FMA % of Statewide Processing	FMA Allocations
FMA 1: Pribilof Islands	26,185,274.0	0.985%	\$20,433.78
FMA 2: Aleutian Islands	1,308,031,222.0	49.181%	\$1,020,727.47
FMA 3: Alaska Peninsula	185,459,850.0	6.973%	\$144,724.35
FMA 4: Chignik	21,135,402.0	0.795%	\$16,493.10
FMA 5: Bristol Bay	179,915,580.0	6.765%	\$140,397.85
FMA 6: Lower Kuskokwim	3,485,321.0	0.131%	\$2,719.78
FMA 7: Upper Kuskokwim	0	0.000%	\$0.00
FMA 8: Lower Yukon	3,869,543.0	0.145%	\$3,019.61
FMA 9: Middle Yukon	0	0.000%	\$0.00
FMA 10: Upper Yukon	290,972.0	0.011%	\$227.06
FMA 11: Norton Sound	3,341,876.0	0.126%	\$2,607.85
FMA 12: Kotzebue-Northern	0	0.000%	\$0.00
FMA 13: Kodiak Island	355,548,777.5	13.368%	\$277,453.93
FMA 14: Cook Inlet	77,793,477.6	2.925%	\$60,706.46
FMA 15: Prince William Sound	120,028,472.5	4.513%	\$93,664.71
FMA 16: Yakutat	5,114,580.8	0.192%	\$3,991.18
FMA 17: Northern Southeast	54,060,140.0	2.033%	\$42,186.05
FMA 18: Central Southeast	207,058,383.3	7.785%	\$161,578.85
FMA 19: Southern Southeast	108,284,722.3	4.071%	\$84,500.42
Totals	2,659,603,594.04	100.000%	\$2,075,432.45

Table 2
Landing Tax:

FY 13 Funding:		\$860,941.71	
Fisheries Management Area	Production Value	FMA % of Production Value	FMA Allocations
FMA 1: Pribilof Islands	\$12,045,883.63	2.950%	\$25,394.73
FMA 2: Aleutian Islands	\$383,048,434.01	93.796%	\$807,529.92
FMA 3: Alaska Peninsula	\$6,271,567.36	1.536%	\$13,221.51
FMA 4: Chignik	\$81,685.12	0.020%	\$172.21
FMA 5: Bristol Bay	\$1,111,271.25	0.272%	\$2,342.74
FMA 6: Lower Kuskokwim	\$668,717.17	0.164%	\$1,409.77
FMA 7: Upper Kuskokwim	\$0.00	0.000%	\$0.00
FMA 8: Lower Yukon	\$0.00	0.000%	\$0.00
FMA 9: Middle Yukon	\$0.00	0.000%	\$0.00
FMA 10: Upper Yukon	\$0.00	0.000%	\$0.00
FMA 11: Norton Sound	\$0.00	0.000%	\$0.00
FMA 12: Kotzebue-Northern	\$0.00	0.000%	\$0.00
FMA 13: Kodiak Island	\$2,078,155.85	0.509%	\$4,381.10
FMA 14: Cook Inlet	\$1,087,284.64	0.266%	\$2,292.18
FMA 15: Prince William Sound		0.000%	\$0.00
FMA 16: Yakutat	\$765,210.17	0.187%	\$1,613.19
FMA 17: Northern Southeast	\$359,390.10	0.088%	\$757.65
FMA 18: Central Southeast	\$866,491.92	0.212%	\$1,826.71
FMA 19: Southern Southeast		0.000%	\$0.00
Totals	\$408,384,091.22	100%	\$860,941.71

FMA	Production Value
1	\$10,230,066.00
2	\$267,572,816.00
3	\$6,091,510.00
4	\$29,473.00
5	\$1,123,275.00
6	\$0.00
7	\$0.00
8	\$0.00
9	\$0.00
10	\$0.00
11	\$0.00
12	\$0.00
13	\$197,096.00
14	\$724,990.00
15	\$122,282.00
16	\$1,391,879.00
17	\$0.00
18	\$374,845.00
19	\$0.00
Total	\$287,858,232.00

FY 12 Shared Fisheries Business Tax Program

table 3 annual report

FMA 1: Pribilof Islands Area

Alternative Method*

Total allocation:
\$20,433.78

Community	Population	Calculated Allocation
Saint George	97	\$10,216.89
Saint Paul	481	\$10,216.89
Totals	578	\$20,433.78
Community Count	2	

* Both municipalities receive an equal share of the allocation.

FMA 2: Aleutians Islands Area

Alternative Method*

Total allocation: \$1,020,727.47 60% Divided \$612,436.48 40% per capita \$408,290.99

Community	Population	60% divided share	40% per capita share	Calculated Allocation
Adak	331	\$122,487.30	\$23,328.90	\$145,816.20
Aleutians East Boro	3,181	\$122,487.30	\$0.00	\$122,487.30
Akutan	1,040	\$122,487.30	\$73,299.26	\$195,786.56
Atka	58	\$122,487.30	\$4,087.84	\$126,575.14
Unalaska	4,364	\$122,487.30	\$307,574.98	\$430,062.28
Totals	8,643	\$612,436.48	\$408,290.99	\$1,020,727.47
Community Count	5			

* All municipalities share equally 60% of allocation; all but Aleutians East Boro share remaining 40% on a per capita basis.

FMA 3: Alaska Peninsula Area

Alternative Method*

Total allocation: \$144,724.35 40% Divided \$57,889.74 60% per capita \$86,834.61

Community	Population	40% divided share	60% per capita share	Calculated Allocation
Aleutians East Boro**	45	\$8,269.96	\$1,668.47	\$9,938.43
Cold Bay	95	\$8,269.96	\$3,522.33	\$11,792.29
False Pass	37	\$8,269.96	\$1,371.85	\$9,641.82
King Cove	948	\$8,269.96	\$35,149.11	\$43,419.07
Lake & Peninsula Boro***	100	\$8,269.96	\$3,707.71	\$11,977.67
Port Heiden	101	\$8,269.96	\$3,744.79	\$12,014.75
Sand Point	1,016	\$8,269.96	\$37,670.35	\$45,940.31
Totals	2,342	\$57,889.74	\$86,834.61	\$144,724.35
Community Count	7			

* All municipalities share equally 40% of allocation; all share remaining 60% on a per capita basis.

** AEB pop = Borough (3181) - Cities of Cold Bay, False Pass, King Cove, Sand Point and Akutan

*** Lake & Pen. Borough population = 100 as per resolutions

FMA 4: Chignik Area

Alternative Method*

Total allocation: \$16,493.10 70% Divided \$11,545.17 30% per capita \$4,947.93

Community	Population	50% divided share	50% per capita share	Calculated Allocation
Chignik	102	\$5,772.58	\$278.53	\$6,051.11

FY 12 Landing Tax Allocation
\$25,394.73

Calculated Allocation

\$12,697.36

\$12,697.36

\$25,394.73

FY 12 Landing Tax Allocation
\$807,529.92

Calculated Allocation

\$115,359.82

\$96,903.59

\$154,892.96

\$100,137.61

\$340,235.93

\$807,529.92

FY12 Landing Tax Allocation
\$13,221.51

Calculated Allocation

\$907.94

\$1,077.30

\$880.84

\$3,966.61

\$1,094.24

\$1,097.63

\$4,196.95

\$13,221.51

FY 12 Landing Tax Allocation
\$172.21

Calculated Allocation

\$63.18

FY 12 Shared Fisheries Business Tax Program

Lake & Pen Boro	1,710	\$5,772.58	\$4,669.40	\$10,441.99
Totals	1,812	\$11,545.17	\$4,947.93	\$16,493.10
Community Count	2			

*70% divided equally; 30% on a per capita basis

FMA 5: Bristol Bay Area

Alternative Method*

Total allocation: 40% Divided 60% per capita
\$140,397.85 \$56,159.14 \$84,238.71

Community	Population	40% divided share	60% per capita share	Calculated Allocation
Aleknagik	227	\$4,319.93	\$2,613.75	\$6,933.68
Clark's Point	60	\$4,319.93	\$690.86	\$5,010.79
Bristol Bay Borough	1,035	\$4,319.93	\$11,917.31	\$16,237.25
Dillingham	2,376	\$4,319.93	\$27,358.01	\$31,677.94
Egegik	113	\$4,319.93	\$1,301.12	\$5,621.05
Ekwok	115	\$4,319.93	\$1,324.15	\$5,644.08
Lake & Peninsula Boro**	1,142	\$4,319.93	\$13,149.35	\$17,469.28
Manokotak	450	\$4,319.93	\$5,181.44	\$9,501.37
New Stuyahok	501	\$4,319.93	\$5,768.67	\$10,088.60
Newhalen	189	\$4,319.93	\$2,176.21	\$6,496.14
Nondalton	178	\$4,319.93	\$2,049.55	\$6,369.48
Pilot Point	88	\$4,319.93	\$1,013.26	\$5,333.19
Togiak	842	\$4,319.93	\$9,695.05	\$14,014.99
Totals	7,316	\$56,159.14	\$84,238.71	\$140,397.85
Community Count	13			

* All municipalities share equally 40% of allocation; all share remaining 60% on a per capita basis.

** L & P Boro population = boro pop (1,710) less pop. of cities in FMA in Boro (Newhalen, Nondalton, Pilot Point & Egegik)

FMA 6: Lower Kuskokwim Area

Automatic Method

Total allocation: 50% Divided 50% per capita
\$2,719.78 \$1,359.89 \$1,359.89

Community	Population	50% divided share	50% per capita share	Calculated Allocation
Akiak	367	\$97.14	\$43.45	\$140.59
Bethel	6,228	\$97.14	\$737.37	\$834.50
Cheformak	437	\$97.14	\$51.74	\$148.87
Eek	318	\$97.14	\$37.65	\$134.78
Goodnews Bay	246	\$97.14	\$29.13	\$126.26
Kwethluk	741	\$97.14	\$87.73	\$184.87
Mekoryuk	215	\$97.14	\$25.46	\$122.59
Napakiaik	359	\$97.14	\$42.50	\$139.64
Napaskiak	428	\$97.14	\$50.67	\$147.81
Nightmute	289	\$97.14	\$34.22	\$131.35
Nunapitchuk	518	\$97.14	\$61.33	\$158.46
Platinum	67	\$97.14	\$7.93	\$105.07
Quinhagak	675	\$97.14	\$79.92	\$177.05
Toksook Bay	598	\$97.14	\$70.80	\$167.94
Totals	11,486	\$1,359.89	\$1,359.89	\$2,719.78
Community Count	14			

FMA 7: Upper Kuskokwim Area

FY 12 Landing Tax Allocation
\$2,342.74

Calculated Allocation
\$115.70
\$83.61
\$270.94
\$528.59
\$93.80
\$94.18
\$291.50
\$158.54
\$168.34
\$108.40
\$106.28
\$88.99
\$233.86
\$2,342.74

FY 12 Landing Tax Allocation
\$1,409.77

Calculated Allocation
\$72.87
\$432.55
\$77.17
\$69.86
\$65.45
\$95.82
\$63.54
\$72.38
\$76.61
\$68.08
\$82.14
\$54.46
\$91.77
\$87.05
\$1,409.77

FY 12 Landing Tax Allocation

FY 12 Shared Fisheries Business Tax Program

No Municipal Allocation*					\$0.00
	Total allocation:	50% Divided	50% per capita		
	\$0.00	\$0.00	\$0.00		
Community	Population	50% divided share	50% per capita share	Calculated Allocation	Calculated Allocation
Aniak	539	\$0.00	\$0.00	\$0.00	\$0.00
Chuathbaluk	135	\$0.00	\$0.00	\$0.00	\$0.00
Lower Kalskag	287	\$0.00	\$0.00	\$0.00	\$0.00
McGrath	341	\$0.00	\$0.00	\$0.00	\$0.00
Nikolai	101	\$0.00	\$0.00	\$0.00	\$0.00
Upper Kalskag	219	\$0.00	\$0.00	\$0.00	\$0.00
Totals	1,622	\$0.00	\$0.00	\$0.00	\$0.00
Community Count	6				
* No municipal allocations in this FMA.					
FMA 8: Lower Yukon Area					FY 12 Landing Tax Allocation
Automatic Method					\$0.00
	Total allocation:	50% Divided	50% per capita		
	\$3,019.61	\$1,509.81	\$1,509.81		
Community	Population	50% divided share	50% per capita share	Calculated Allocation	Calculated Allocation
Alakanuk	683	\$107.84	\$132.00	\$239.85	\$0.00
Chevak	966	\$107.84	\$186.70	\$294.54	\$0.00
Emmonak	796	\$107.84	\$153.84	\$261.68	\$0.00
Holy Cross	176	\$107.84	\$34.02	\$141.86	\$0.00
Hooper Bay	1,137	\$107.84	\$219.75	\$327.59	\$0.00
Kotlik	601	\$107.84	\$116.15	\$224.00	\$0.00
Marshall	407	\$107.84	\$78.66	\$186.50	\$0.00
Mountain Village	835	\$107.84	\$161.38	\$269.22	\$0.00
Nunam Iqua	190	\$107.84	\$36.72	\$144.56	\$0.00
Pilot Station	583	\$107.84	\$112.68	\$220.52	\$0.00
Russian Mission	303	\$107.84	\$58.56	\$166.40	\$0.00
Scammon Bay	498	\$107.84	\$96.25	\$204.09	\$0.00
Shageluk	83	\$107.84	\$16.04	\$123.88	\$0.00
Saint Mary's	554	\$107.84	\$107.07	\$214.91	\$0.00
Totals	7,812	\$1,509.81	\$1,509.81	\$3,019.61	\$0.00
Community Count	14				
No Allocation for FY 12					
FMA 9: Middle Yukon Area					FY 12 Landing Tax Allocation
No Municipal Allocation*					\$0.00
	Total allocation:	50% Divided	50% per capita		
	\$0.00	\$0.00	\$0.00		
Community	Population	50% divided share	50% per capita share	Calculated Allocation	Calculated Allocation
Allakaket	103	\$0.00	\$0.00	\$0.00	\$0.00
Anvik	79	\$0.00	\$0.00	\$0.00	\$0.00
Bettles	14	\$0.00	\$0.00	\$0.00	\$0.00
Galena	487	\$0.00	\$0.00	\$0.00	\$0.00
Grayling	189	\$0.00	\$0.00	\$0.00	\$0.00
Hughes	78	\$0.00	\$0.00	\$0.00	\$0.00
Huslia	299	\$0.00	\$0.00	\$0.00	\$0.00
Kaltag	205	\$0.00	\$0.00	\$0.00	\$0.00
Koyukuk	97	\$0.00	\$0.00	\$0.00	\$0.00
Nulato	275	\$0.00	\$0.00	\$0.00	\$0.00
Ruby	173	\$0.00	\$0.00	\$0.00	\$0.00
Shageluk	83	\$0.00	\$0.00	\$0.00	\$0.00

Totals	2,082	\$0.00	\$0.00	\$0.00
Community Count	12			

FMA 10: Upper Yukon Area

No municipal allocation.

Automatic Method

No Allocation

FMA 13: Kodiak Area

Kodiak Island Boro

	\$321.51
	\$973.14
	\$1,763.68

FY 12 Shared Fisheries Business Tax Program

Larsen Bay	89	\$19,818.14	\$589.54	\$20,407.68	\$322.24
Old Harbor	208	\$19,818.14	\$1,377.80	\$21,195.94	\$334.69
Ouzinkie	178	\$19,818.14	\$1,179.08	\$20,997.21	\$331.55
Port Lions	204	\$19,818.14	\$1,351.30	\$21,169.44	\$334.27
Totals	20,943	\$138,726.97	\$138,726.97	\$277,453.93	\$4,381.10
Community Count	7				

* 50% Divided Equally and 50% on a Per Capita Basis.

FMA 14: Cook Inlet Area

Alternative Method*	Total allocation: \$60,706.46	50% Divided \$30,353.23	50% per capita \$30,353.23		FY 12 Landing Tax Allocation \$2,292.18
				Calculated Allocation	Calculated Allocation
Community	Population	50% divided share	50% per capita share	Calculated Allocation	
Anchorage	296,197	\$3,794.15	\$24,139.36	\$27,933.51	\$1,054.72
Homer	5,051	\$3,794.15	\$411.64	\$4,205.80	\$158.80
Kachemak	456	\$3,794.15	\$37.16	\$3,831.32	\$144.66
Kenai	7,110	\$3,794.15	\$579.45	\$4,373.60	\$165.14
Kenai Pen Boro	56,369	\$3,794.15	\$4,593.94	\$8,388.09	\$316.72
Seldovia	243	\$3,794.15	\$19.80	\$3,813.96	\$144.01
Seward	2,733	\$3,794.15	\$222.73	\$4,016.89	\$151.67
Soldotna	4,284	\$3,794.15	\$349.14	\$4,143.29	\$156.44
Totals	372,443	\$30,353.23	\$30,353.23	\$60,706.46	\$2,292.18
Community Count	8				

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

FMA 15: Prince William Sound Area

Alternative Method*	Total allocation: \$93,664.71				FY 12 Landing Tax Allocation \$0.00
				Calculated Allocation	Calculated Allocation
Community	Population			Calculated Allocation	
Cordova	2,289			\$31,221.57	\$0.00
Valdez	3,992			\$31,221.57	\$0.00
Whittier	225			\$31,221.57	\$0.00
Totals	6,506			\$93,664.71	\$0.00
Community Count	3				

*Three municipalities share available funding equally.

FMA 16: Yakutat Area

Community	Total allocation:	Allocation	FY 12 Landing Tax Allocation
Yakutat	\$3,991.18	\$3,991.18	\$1,613.19

FMA 17: Northern Southeast Area

Alternative Method*	Total allocation: \$42,186.05	50% Divided \$21,093.02	50% per capita \$21,093.02		FY 12 Landing Tax Allocation \$757.65
				Calculated Allocation	Calculated Allocation
Community	Population	50% divided share	50% per capita share	Calculated Allocation	
Angoon	466	\$3,013.29	\$260.73	\$3,274.02	58.80086637
Gustavus	460	\$3,013.29	\$257.38	\$3,270.66	58.74057398
Haines Boro	2,620	\$3,013.29	\$1,465.92	\$4,479.21	\$80.45
Hoonah	753	\$3,013.29	\$421.31	\$3,434.60	\$61.68

FY 12 Shared Fisheries Business Tax Program

Juneau	32,290	\$3,013.29	\$18,066.63	\$21,079.92	\$378.59
Skagway	965	\$3,013.29	\$539.93	\$3,553.22	\$63.82
Tenekee Springs	145	\$3,013.29	\$81.13	\$3,094.42	\$55.58
Totals	37,699	\$21,093.02	\$21,093.02	\$42,186.05	\$757.65
Community Count	7				

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

FMA 18: Central Southeast Area

Alternative Method*	Total allocation:	50% Divided	50% per capita		FY12 Landing Tax Allocation
	\$161,578.85	\$80,789.42	\$80,789.42		\$1,826.71
				Calculated Allocation	Calculated Allocation
Community	Population	50% divided share	50% per capita share	Calculated Allocation	
Coffman Cove	170	\$10,098.68	\$894.91	\$10,993.59	\$124.29
Kake	579	\$10,098.68	\$3,047.96	\$13,146.64	\$148.63
Kupreanof	27	\$10,098.68	\$142.13	\$10,240.81	\$115.78
Pelican	83	\$10,098.68	\$436.93	\$10,535.61	\$119.11
Petersburg	3,030	\$10,098.68	\$15,950.48	\$26,049.15	\$294.50
Port Alexander	62	\$10,098.68	\$326.38	\$10,425.06	\$117.86
Sitka	8,985	\$10,098.68	\$47,298.69	\$57,397.37	\$648.90
Wrangell	2,411	\$10,098.68	\$12,691.95	\$22,790.62	\$257.66
Totals	15,347	\$80,789.42	\$80,789.42	\$161,578.85	\$1,826.71
Community Count	8				

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.

FMA 19: Southern Southeast Area

Alternative Method*	Total allocation:	50% Divided	50% per capita		FY12 Landing Tax Allocation
	\$84,500.42	\$42,250.21	\$42,250.21		\$0.00
				Calculated Allocation	Calculated Allocation
Community	Population	50% divided share	50% per capita share	Calculated Allocation	
Craig	1,240	\$5,281.28	\$3,135.83	\$8,417.10	\$0.00
Hydaburg	406	\$5,281.28	\$1,026.73	\$6,308.01	\$0.00
Kasaan	66	\$5,281.28	\$166.91	\$5,448.18	\$0.00
Ketchikan Boro**	5,108	\$5,281.28	\$12,917.58	\$18,198.86	\$0.00
Ketchikan	8,142	\$5,281.28	\$20,590.24	\$25,871.52	\$0.00
Klawock	813	\$5,281.28	\$2,055.99	\$7,337.27	\$0.00
Saxman	436	\$5,281.28	\$1,102.60	\$6,383.87	\$0.00
Thorne Bay	496	\$5,281.28	\$1,254.33	\$6,535.61	\$0.00
Totals	16,707	\$42,250.21	\$42,250.21	\$84,500.42	\$0.00
Community Count	8				

* All municipalities share 50% of allocation equally; share remaining 50% on a per capita basis.
 **Ketchikan Borough Population = Borough (13,686) - Cities of Saxman and Ketchikan

check:	\$2,075,205.39	\$2,075,432.45	Total Landing Tax:
		\$227.06	\$861,699.36
			cl \$860,941.71

Important Notice

Due to an unavoidable delay in receiving state-wide fishing activity / tax data, you are receiving this Shared Fisheries Business Tax application packet later than normal.

The deadline for this application is December 15, 2012. This provides your municipality with a significantly shorter period to file your application than is typically provided.

If you believe that your municipality will be unable to complete this application by the deadline, please contact:

**Lawrence Blood at (907) 465-4751 or
lawrence.blood@alaska.gov**

**DCCED
SHARED FISHERIES BUSINESS
TAX PROGRAM
FY 13 LONG-FORM APPLICATION
FOR**

FMA 15: PRINCE WILLIAM SOUND



**APPLICATION MUST BE SUBMITTED TO DCCED
NO LATER THAN DECEMBER 15, 2012**

**State of Alaska
Sean Parnell, Governor**

**Department of Commerce, Community, and
Economic Development
Susan K. Bell, Commissioner**

**Division of Community and Regional Affairs
Scott Ruby, Director**

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries to municipalities that can demonstrate they suffered significant effects from fisheries business activities. This program is administered separately from the state fish tax sharing program administered by the Department of Revenue which shares fish tax revenues collected inside municipal boundaries.

Program Eligibility

To be eligible for an allocation under this program, applicants must:

1. be a municipality (city or borough); and
2. demonstrate the municipality suffered significant effects as a result of fisheries business activity that occurred within its respective fisheries management area(s).

Program Funding

The funding available for the program this year is equal to half the amount of state fisheries business tax revenues collected outside of municipal boundaries during calendar year 2011.

Program funding is allocated in two stages:

1st Stage: Nineteen Fisheries Management Areas (FMAs) were established using existing commercial fishing area boundaries. The available funding is allocated among these 19 FMAs based on the pounds of fish and shellfish processed in the whole state during the 2011 calendar year. For example, if an area processed 10% of all the fish and shellfish processed in the whole state during 2011, then that area would receive 10% of the funding available for the program this year. These allocations are calculated based on Fisheries Business Tax Return information for calendar year 2011.

2nd Stage: The funding available within each FMA will be allocated among the municipalities in that area based on the level of fishing industry significant effects suffered by each municipality compared to the level of effects experienced by the other municipalities in that FMA.

Some boroughs, because of their extensive area, are included in more than one fisheries management area. In these cases, the borough must submit a separate program application for each area.

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

There are Two Application Methods Possible: Standard and Alternative

Standard Method: In the Standard Method, established by the department, each municipality in the FMA must determine and document the cost of fisheries business impacts experienced by the community in 2011. These impacts are submitted by each municipality in their applications. The department will review the applications and determine if the impacts submitted are valid. Once the impacts have been established for each of the municipalities in the FMA, the department will calculate the allocation for each municipality using the following formula:

One half of the funding available within a FMA is divided up among participating municipalities on the basis of the relative dollar amount of impact in each municipality. The other half of the funding available to that area is divided equally among all eligible municipalities.

Alternative Method: Alternative allocation methods may be proposed by the municipalities within the FMA. The department will consider approving the use of a proposed alternative method only if all the municipalities in the area agree to use the method, and if the method includes some measure of the relative effects of the fishing industry on the respective municipalities in the area.

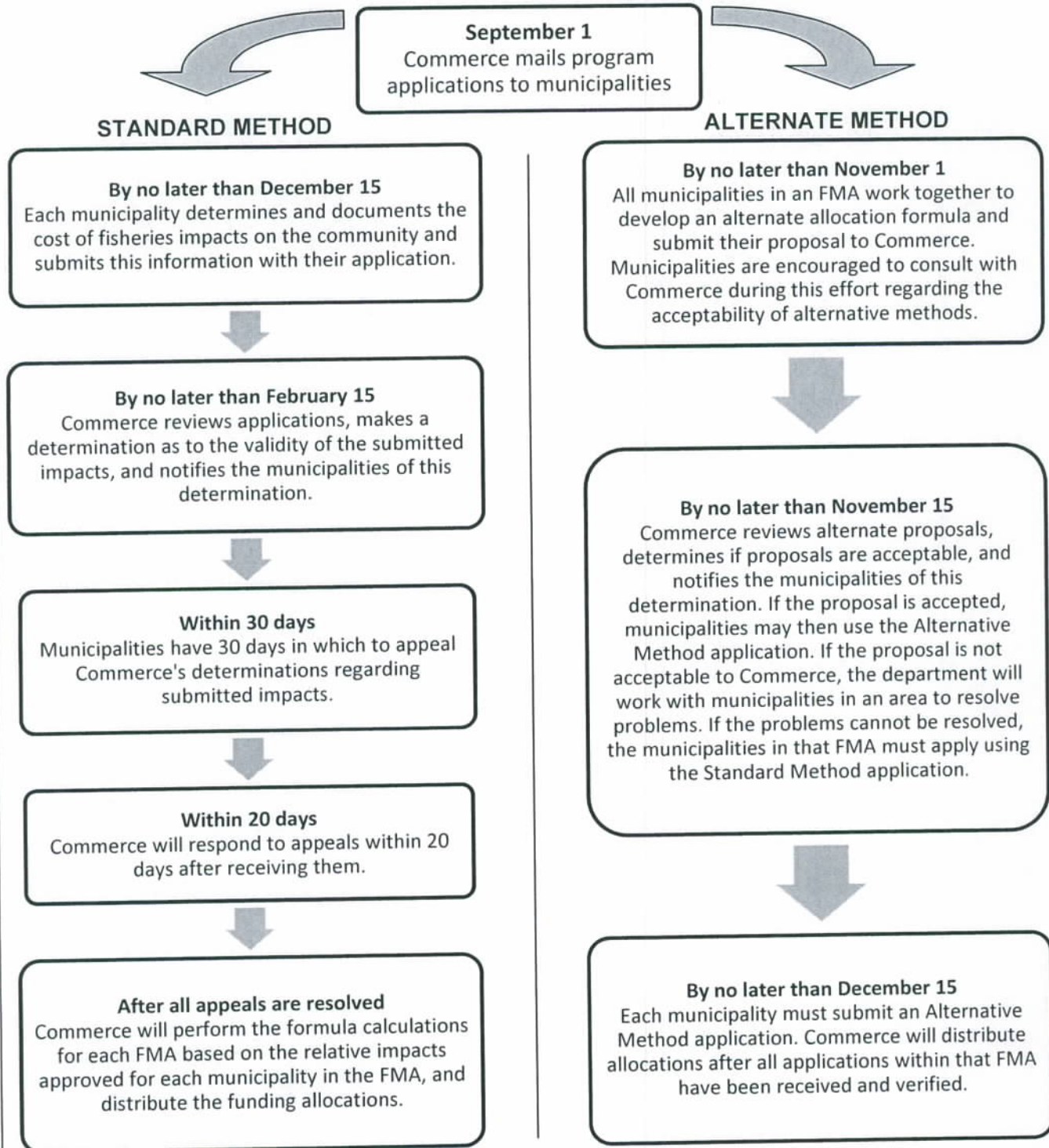
This application packet contains the instructions and forms for applying under either of these methods.

- The **yellow pages** are for applications using the standard method.
- The **pink pages** are to be used for alternative method applications.

The chart on the following page summarizes the process for these two methods.

FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION



FY 13 Shared Fisheries Business Tax Program Application Instructions

STANDARD METHOD

The Process

- In the standard method application process each municipality determines and documents the cost to the municipality of fisheries industry significant effects suffered by the community in 2011.
- Details for each of these effects are submitted by municipalities using the Declaration of Significant Effects application forms on the following pages.
- The municipality must also submit an approved resolution by the governing body certifying that the information submitted in the application is correct and complete. A sample resolution is included in this packet.
- The department will review the applications and determine if the significant effects submitted are valid.
- Once the effects have been established for each of the municipalities in a Fisheries Management Area, the department will calculate the funding allocation for each municipality using the following formula:

One half of the funding available within a FMA is divided up among participating municipalities on the basis of the relative dollar amount of impact in each municipality. The other half of the funding available to that area is divided equally among all eligible municipalities.

Guidelines for Completing the Declaration of Significant Effects Forms

Some important definitions: The Shared Fisheries Business Tax Program provides for a sharing of State Fisheries Business Tax with municipalities that can demonstrate they suffered *significant effects* during the *program base year* from *fisheries business activity* in their respective fisheries management area.

For the purposes of this program, "fisheries business activity" means:

- activity related to fishing, including but not limited to the catching and sale of fisheries resources;
- activity related to commercial vessel moorage and commercial vessel and gear maintenance;
- activity related to preparing fisheries resources for transportation; and,
- activity related to processing fisheries resources for sale by freezing, icing, cooking, salting, or other method and includes but is not limited to canneries, cold storages, freezer ships, and processing plants.

And, "significant effects" means:

- municipal expenditures during the program base year demonstrated by the municipality to the department to be reasonable and necessary that are the result of fisheries business activities on the municipality's:
 - population;
 - employment;
 - finances;
 - air and water quality;
 - fish and wildlife habitats; and,
 - ability to provide essential public services, including health care, public safety, education, transportation, marine garbage collection and disposal, solid waste disposal, utilities, and government administration.

And, "program base year" means:

- calendar year 2011.

A municipality does not need to have actually made expenditures in 2011 in order to include them as significant effects in the application. If a fishing business activity impacts a municipality in a manner that will result in a cost to the municipality, then the municipality can claim that impact as a significant effect. For example, a city's pier might have been damaged by an improperly docked fish processing vessel. The city might not have the funds to repair the pier during 2011, but the city has obtained final engineering estimates for the cost of repairs. In this case, the city could declare the repair cost estimates as significant effects on their application. However, **these costs may not be claimed again** if the city subsequently expended the monies to repair the pier at a later date (this would result in a double counting of significant effects).

If a significant effect claimed in the application reflects expenditures that were determined by the municipality to be necessary, but for which the municipality was unable to make an expenditure during the program base year, the application must include a finding by the municipal governing body which documents and clearly describes the procedures and methods by which the need and the estimated cost of such expenditures were determined.

Only that part of overall community impacts which are directly attributable to fishing business activity should be included as significant effects in the application. For example, a city water supply system may be impacted by the fresh water needs of the local fishing fleet and fish processing facilities. However, a city in this situation should not claim the entire cost of operating or maintaining the water system as a "significant effect" for the purposes of this program. In this case, the city must determine and document its estimate of the share of the use, and "wear and tear," of the water system that can reasonably be attributed to fisheries business activity. A place is provided on the *Declaration of Significant Effects* forms for municipalities to explain how they arrived at such estimates.

Examples of eligible significant effects. The kinds of negative effects which a municipality might possibly claim to have suffered are many. It is the responsibility of each municipality to describe, document and justify its particular claims of negative impacts during 2011 resulting from fisheries business activities. For the purposes of this program, all significant effects must be presented in terms of expenditures of municipal funds, either actual or determined necessary. For example, a sudden population increase of 1,000 people is not in itself a negative effect. It is the demonstrable impacts on the city budget of dealing with these extra people that

Instructions for the Cover Page/Summary

The *Cover Page* must be completed and submitted as part of the application. This form summarizes the information found in the application. The number of significant effects claimed should be equal to the number of *Declarations of Significant Effects* forms submitted with the application and the total dollar amount should equal the sum of all the dollar amounts stated in Part 2 on the *Declarations of Significant Effects* forms.

Instruction for the *Resolution* form

Municipalities may use this form, or a similar form, to comply with the requirement that the submitted application be certified by the municipality's governing body.

**Submit your completed application by no later than
December 15, 2012, to:**

**Department of Commerce, Community, and Economic
Development
Division of Community and Regional Affairs
Shared Fisheries Business Tax Program
P.O. Box 110809
Juneau, AK 99811-0809**

**If you have any questions regarding this program, please call
Lawrence Blood at 465-4751**

**FY 13 SHARED FISHERIES BUSINESS
TAX PROGRAM**

**STANDARD METHOD APPLICATION
for FMA 15: PRINCE WILLIAM SOUND**

Name of Municipality: _____

Address: _____

Contact Person: _____

Phone Number: _____

Total # of Significant Effects Claimed: _____

Total \$ of Significant Effects Claimed: \$ _____

Return this cover page along with
Declaration of Significant Effects forms and resolution to:

Department of Commerce, Community, and
Economic Development
Division of Community and Regional Affairs
Shared Fisheries Business Tax Program
P.O. Box 110809
Juneau, AK 99811-0809

**FY 13 Shared Fisheries Business Tax Program
DECLARATION OF
SIGNIFICANT EFFECTS FORM**

(One Separate Form for Each Significant Effect Claimed)

1. Description of the fisheries business activity which resulted in the significant effect:

2. Significant effect (municipal expenditure) made necessary during 2011 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is ☐ actual ☐ determined necessary

4. Describe how the municipal expenditure figure listed under Part 2 was determined: (Every municipal expenditure marked "determined necessary" must be supported by a resolution that documents and clearly demonstrates the procedures and methods by which the needs and estimates were determined).

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

**FY 13 Shared Fisheries Business Tax Program
DECLARATION OF
SIGNIFICANT EFFECTS FORM**

(One Separate Form for Each Significant Effect Claimed)

1. Description of the fisheries business activity which resulted in the significant effect:

2. Significant effect (municipal expenditure) made necessary during 2011 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is ☐ actual ☐ determined necessary

4. Describe how the municipal expenditure figure listed under Part 2 was determined: (Every municipal expenditure marked "determined necessary" must be supported by a resolution that documents and clearly demonstrates the procedures and methods by which the needs and estimates were determined).

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

**FY 13 Shared Fisheries Business Tax Program
DECLARATION OF
SIGNIFICANT EFFECTS FORM**

(One Separate Form for Each Significant Effect Claimed)

1. Description of the fisheries business activity which resulted in the significant effect:

2. Significant effect (municipal expenditure) made necessary during 2011 by the fisheries business activity listed in #1: \$ _____

3. Municipal expenditure is ☐ actual ☐ determined necessary

4. Describe how the municipal expenditure figure listed under Part 2 was determined: (Every municipal expenditure marked "determined necessary" must be supported by a resolution that documents and clearly demonstrates the procedures and methods by which the needs and estimates were determined).

5. Is the fisheries business activity part of a larger fiscal impact on the municipality?
☐ yes ☐ no

If yes, describe how the fisheries business-related part of the overall fiscal impact was determined.

6. Describe the documentation that supports the municipality's claim of this significant effect (this documentation must be readily available to the department upon request):

FY 13 Shared Fisheries Business Tax Program
Standard Method Resolution

(City or Borough)

RESOLUTION NO. _____

A RESOLUTION CERTIFYING THE FY 13 SHARED FISHERIES BUSINESS TAX
PROGRAM APPLICATION TO BE TRUE AND CORRECT

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 13 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2011 from fisheries business activities; and

WHEREAS, the Department of Commerce, Community, and Economic Development has prepared specific application forms for the purpose of presenting the municipality's claims as to the significant effects suffered by the municipality during calendar year 2011; and

WHEREAS, 3 AAC 134.100 requires the governing body of the municipality to include with the municipality's FY 13 program application an approved resolution certifying the information contained in the application to be true and correct;

NOW THEREFORE BE IT RESOLVED THAT:

The _____ by this resolution certifies
(Governing Body)

the information contained in the _____
(City or Borough)

FY 13 Shared Fisheries Business Tax Program Application to be true and correct to the best of our knowledge.

PASSED AND APPROVED by a duly constituted quorum of the
_____ this ____ day of _____, 20 ____
(Governing Body)

SIGNED _____
Mayor

ATTEST _____
Clerk

FY 13 Shared Fisheries Business Tax Program Application Instructions

ALTERNATE METHOD The Process

- In the alternate method application process all municipalities in a fisheries management area may work together to develop an alternative allocation formula for distributing the available program funding among municipalities in the area. It is advised that the department be consulted during this process if the municipalities have questions or concerns about what constitutes an acceptable alternative to the standard allocation method.
- All the municipalities in an area must reach an agreement in writing on an alternative allocation formula.
- By November 1, the department must receive the proposed alternative method. If the alternative method is not acceptable, the department will work with the municipalities to resolve the problems.
- If the municipalities in an area fail to satisfy the department regarding the acceptability of the alternative allocation method proposed, then each municipality in the region must return to the standard application process and submit separate applications as required by that process.
- If the department finds the alternative allocation method satisfactory, each municipality must then complete an alternative method application consisting of a cover page and resolution. The resolution must be adopted by the governing body and it must clearly describe the approved alternative allocation method within that area. After all alternative method applications within an area have been received and approved; the department will perform the allocations and distribute program funds.

General Guidelines for Developing an Alternative Allocation Method

All municipalities in a fisheries management area must agree on the alternative method: There must be unanimous agreement among all eligible municipalities in a fisheries management area with regard to alternative allocation methods. It is the responsibility of community leaders in the area to work together to negotiate an alternative which is acceptable to all municipalities. The department may be consulted at any time regarding what kinds of formula approaches are considered acceptable by the department.

Alternative methods must incorporate some measure of the relative significant effects experienced by the respective municipalities in the area. The measure of significant effects may take many forms. One area might agree to use the number of commercial fishing boat visits-per-year per community as a measure of significant effects. Another area might use the

FY 13 Shared Fisheries Business Tax Program
Alternative Method Resolution

(City or Borough)

RESOLUTION NO. _____

A RESOLUTION ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY 13 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 15: PRINCE WILLIAM SOUND

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 13 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2011 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The _____
(Governing Body) proposes to use an alternative allocation method for allocation of FY 13 funding available within the FMA 15: PRINCE WILLIAM SOUND in agreement with all other municipalities in this area participating in the FY 13 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED THAT: The _____
(Governing Body) by this resolution certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2011 of fisheries business activity in FMA 15: PRINCE WILLIAM SOUND:

All municipalities receive an equal share of the allocation.

PASSED and APPROVED by a duly constituted quorum of the _____ this _____ day of _____ 20

SIGNED _____
Mayor

ATTEST _____
Clerk

A MEMO FROM SUSAN BOURGEOIS, CITY CLERK

DATE: October 22, 2012

TO: Mayor & City Council

SUBJECT: Draft MOA with DoT in re Whished Path

Sara Mason of DoT spoke at the Council meeting on September 5, 2012 regarding the Whitshed Road bike and pedestrian path project which is on the State's 2012-2015 STIP. The Council asked the City Clerk to get a draft MOA from the State and pass it on for legal review. Council posed many questions about the finality once the MOA was signed and whether the plans could be adjusted still. I have posed these questions to Sara Mason and anticipate a response (which will hopefully be attached herein). In speaking with the City Attorney, she would like to make some changes to the MOA with the assistance of the DoT representative, but would like Council's ok before spending the time to do so. At this time, Council should direct staff to move forward in one direction or another, or Council may choose to request a joint meeting of some kind between the Native Village and the City to ensure that both parties are on the same page regarding the expenditure of these matching funds. I have also attached the draft MoA here. Page 1 of the approved September 5, 2012 Regular Meeting minutes are also attached as reference to Mason's comments and Council's questions when she spoke to them more than 2 months ago.

On October 24 I did receive responses from Sara Mason – the email is also attached here. She said she could be in town on December 5 for your Regular Meeting. At this time the Clerk would like direction from Council to have her as a guest speaker, to have a joint work session with her and NVE representatives or to do something else altogether.

Memorandum of Agreement
Local Match Contribution for the
Whitshed Road Bike and Pedestrian Path Project

Between

The State of Alaska Department of Transportation and Public Facilities

and

The City of Cordova

and

The Native Village of Eyak

1. The City of Cordova and Native Village of Eyak (City and Village) hereby agree to each provide two-hundred fifty-one thousand, four-hundred thirteen dollars and twenty-six cents (\$251,413.26), to collectively total five-hundred two thousand, eight-hundred twenty-six dollars and fifty-two cents (\$502,826.52), to the State of Alaska Department of Transportation and Public Facilities (DOT&PF) to fulfill the City and Village's share of the local match contribution required for the design and construction of the Whitshed Road Bike and Pedestrian Path Project. The local contribution shall be a lump sum payment made by the City and Village to ADOT&PF prior to obligation of Federal funds for each phase of the project. The funding schedule is provided below.

Material donations or right-of-way needed for the project may be used in place of cash contribution and may be considered for an exemption to the local match requirement. These donations will be assessed at fair market value.

2. The total local match amount is based on the amount of matching funds required for federal-aid highway funding participation on a project with an estimated total cost of \$9,147,000.00. The local match percentage is 9.03 %. DOT&PF shall pay half of this match requirement, the City and Village shall pay a total of 4.515% match. In addition to the match, a 50% contingency for preconstruction efforts and a 15% contingency for construction efforts will also be collected. The federal-aid portion of the estimated remaining total project cost is \$8,321,025.90. The DOT&PF and the City and Village will execute an amendment to this Memorandum of Agreement (MOA) if changes are needed to the scope, schedule and/or budget. The City and Village will be required to provide additional match funds associated with an increased budget. Upon project completion and final project closeout, if the final cost is less than the current estimated total cost, the local contribution will be recalculated and any excess local cash contribution will be refunded to the City and Village.

Should either party default on their respective match obligations, resulting in the discontinuation of project development or closure of the project by DOT&PF, the complying party shall be refunded the sum their unexpended match payments.

3. DOT&PF and the City and Village have developed the following project description and hereby agree to construct this project in accordance with the following project description and schedule:

Project Description:

Realign Whitshed Road to accommodate non-motorized traffic from the Copper River Highway intersection approximately .75 miles to the Orca Inlet Drive intersection.

Schedule:

This project is scheduled for obligation of funds as follows (project total - \$9,147,000):

<u>FFY 2013:</u>	<u>\$550,000.00</u>	<u>for Phase 2--Design</u>	
		<u>4.515%</u>	<u>Local Match Required:</u> \$24,832.50
		<u>50.00%</u>	<u>Additional Match Contingency:</u> \$12,416.25
			<u>Total Match Required from City/Village:</u> \$37,248.75
<u>FFY 2014:</u>	<u>\$500,000.00</u>	<u>for Phase 2--Design</u>	
		<u>4.515%</u>	<u>Local Match Required:</u> \$22,575.00
		<u>50.00%</u>	<u>Additional Match Contingency:</u> \$11,287.50
			<u>Total Match Required from City/Village:</u> \$33,862.50
<u>FFY 2015:</u>	<u>\$615,000.00</u>	<u>for Phase 3--Right of Way</u>	
		<u>4.515%</u>	<u>Local Match Required:</u> \$27,767.25
		<u>50.00%</u>	<u>Additional Match Contingency:</u> \$13,883.63
			<u>Total Match Required from City/Village:</u> \$41,650.88
<u>FFY 2015:</u>	<u>\$100,000.00</u>	<u>for Phase 7--Utilities</u>	
		<u>4.515%</u>	<u>Local Match Required:</u> \$4,515.00
		<u>50.00%</u>	<u>Additional Match Contingency:</u> \$2,257.50
			<u>Total Match Required from City/Village:</u> \$6,772.50
<u>FFY 2016</u>	<u>\$7,382,000.00</u>	<u>for Phase 4--Construction</u>	
		<u>4.515%</u>	<u>Local Match Required:</u> \$333,297.30
		<u>15.00%</u>	<u>Additional Match Contingency:</u> \$49,994.60
			<u>Total Match Required from City/Village:</u> \$383,291.90
<u>Summary:</u>			
	Total Federal Funding	\$8,321,025.90	
	4.515% Local Match:	\$412,987.05	
	Total Project Estimate (with Match)	\$9,147,000.00	
	Match Contingency:	\$89,839.47	
	Match Required from City/Village including contingency:	\$502,826.52	

4. DOT&PF may alter this funding schedule for reasons that are beyond its control, including elimination or restriction of funds at the federal level. If DOT&PF does not otherwise maintain its commitment to this funding schedule, the City and Village shall have the option of withdrawing from this Agreement and shall be reimbursed for their local contribution.
5. DOT&PF and the City and Village may amend this agreement by mutual consent.

Signed
Steve Titus, P.E., Regional Director
Department of Transportation & Public Facilities

Date

Signed
Jim Kallander, Mayor
City of Cordova

Date

Signed
Joel Azure, Executive Director
Native Village of Eyak

Date

Susan Bourgeois

From: Mason, Sara E (DOT) <sara.mason@alaska.gov>
Sent: Tuesday, October 23, 2012 3:01 PM
To: Susan Bourgeois
Subject: RE: MOA Whitshed bike/ped path

Hi Susan,

I've put responses to your questions in red below, just to be sure I don't miss anything.

I've had recent discussions with our M&O Engineering Associate about potential improvements to Whitshed Road and some of them lie outside the parameters of preventive maintenance. And it may be that resurfacing the road wouldn't be a wise decision, economically, if many of the other issues weren't addressed as well.

Additionally, DOT&PF has a new planner in the office who will be filling my previous position as the Eastern Area Planner. He and I will be down in Cordova at the beginning of December (though we have no date set in stone), so if for some reason Council is not able to come to a decision at their Nov 7th meeting, we'd be glad to come to the Dec 5th meeting and discuss the bike path and/or issues identified by M&O on Whitshed Road. If anything above isn't clear or if you think of any other questions, please feel free to ask!

All the best,

Sara

Sara Mason, Regional Program Development Planner
Alaska Dept. of Transportation & Public Facilities

2301 Peger Road Fairbanks, AK 99709 | ☎: 907.451.2375 | 📠: 907.451.2313 | ✉: sara.mason@alaska.gov

"Get Alaska Moving through service and infrastructure"



From: Susan Bourgeois [<mailto:cityclerk@cityofcordova.net>]
Sent: Monday, October 22, 2012 1:10 PM
To: Mason, Sara E (DOT)
Subject: MOA Whitshed bike/ped path

Sara,

I want to put the MOA before Council at their next meeting for discussion and a decision as to whether they were ready to commit or not (Nov 7) and I just had a few questions for you first. Has engineering begun? **No. We can't begin the engineering process until we have obligated funds and cannot obligate funds until we have a signed MOA.** Have funds been spent yet? **No, they haven't.** Can alternate projects still be considered or is this \$9M+ three-quarter of a mile bike/pedestrian path still the only possibility? **Other options can certainly be discussed; the current scope is not set in stone.** Have you spoken with the maintenance DoT folks about the repaving of Whitshed which may or may not have been slated for an upcoming summer. **The resurfacing of Whitshed Road has not been included in an approved budget. But, Planning has been working with M&O, discussing the best course of action for Whitshed Road. If the road were to be resurfaced in the near future, the section of the road that may be impacted by the bike path project would not be resurfaced.** I believe that Council had a concern regarding whether this project which wouldn't happen until 2014 or 2015,

would cause delay in the repaving which is so needed. The two (potential) projects-the bike path and the resurfacing project-wouldn't be dependent on one another. We would simply avoid resurfacing the first .75 miles of the road should a resurfacing project occur before the construction of the bike path project. Truly, that would be poorly spent money on repaving a road which is slated for total tearing up and moving (as you had mentioned the project would entail in order to make the bike path fit). I believe the realigning of the entire roadway was the cause for the extreme increase in the estimate of the project. The entire roadway isn't being aligned; just the first .75 miles in order to fit the path. The City Public Works Director has provided you with plans for an alternative that had been discussed years ago but was considerably more expensive than the initial estimate for the bike/ped path (i.e. the causeway idea). Have the causeway plans been analyzed/discussed/looked at? The typical section and project description are with our Design section right now and we'll have an idea soon as to what the causeway might cost. In a brief discussion with one of our engineers, I was told that in all likelihood the causeway may be equally as expensive as the realignment of the road in order to fit a path. Any ideas on the feasibility of that project or any others? Without more information on boat use, ice buildup, etc. it's hard to say whether or not the causeway would be more feasible than relocating a section of the road. Something to keep in mind is that maintenance costs are going to be much higher with the construction of a causeway. With an attached path along the road, DOT&PF is willing to take responsibility for the maintenance. Should a causeway be built, however, the maintenance responsibility will fall to the City of Cordova. I'll await your answers so we can move forward as soon as possible.

Thanks,
Susan

Susan Bourgeois, City Clerk
City of Cordova, Alaska
PO Box 1210
Cordova, AK 99574
907-424-6248
Cell 907-253-6248

**CITY COUNCIL REGULAR MEETING
SEPTEMBER 5, 2012 @ 7:30 PM
LIBRARY MEETING ROOM
MINUTES**

A. CALL TO ORDER

Mayor James Kallander called the Council Regular Meeting to order at 7:30 pm on September 5, 2012, in the Library Meeting Room.

B. INVOCATION AND PLEDGE OF ALLEGIANCE

Mayor Kallander led the audience in the Pledge of Allegiance.

C. ROLL CALL

Present for roll call were *Mayor James Kallander* and Council members *Tim Joyce* (via teleconference), *James Kacsh*, *David Allison*, *Bret Bradford*, *EJ Cheshier*, *David Reggiani* and *Robert Beedle*. Also present were City Manager *Mark Lynch* and City Clerk *Susan Bourgeois*.

D. APPROVAL OF REGULAR AGENDA

Mayor Kallander said he was adding *Sara Mason* as a guest speaker from the Alaska Department of Transportation.

M/Reggiani S/Kacsh to approve the Regular Agenda with *Mayor Kallander's* addition.

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

E. DISCLOSURES OF CONFLICTS OF INTEREST

Reggiani stated that he has a Conflict of Interest on item 26 because he is the General Manager at PWSAC. *Mayor Kallander* agreed and asked that he not vote on that item.

F. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

1. Guest Speakers – *Sara Mason* of Alaska DoT from Fairbanks, Northern region, of which Cordova is a part. She was present to speak about the Whitshed Road bike and pedestrian path project that is on the 2012-2015 Statewide Transportation Improvement Program. The issue she is here to address is that DoT engineers have determined that the road will need to be realigned to accommodate the path. So the cost estimate is now \$9,147,000 for a three-quarter mile bike path. No money has been obligated at this point and there was some discussion of whether it could be more economically viable to reconsider the causeway across the slough as an alternative. She explained that before they can obligate any federal dollars, the State's policy is that they have to have "check in hand" of the local match. The federal share is 90.97% of the cost; which leaves 9.03% for the match, of which the State will pay 50% because of the classification of the road. That leaves 4.515% to be absorbed by the City and the Village. She said she was here tonight just to get confirmation that the City is onboard for their match. She had spoken with the Native village of Eyak today and they assured her that they were on board. *Tim Joyce* said it was his opinion that this \$9M for ¾ of a mile of pathway will always be pushed back and might not ever get funded. He would like to see if DoT could look at the foot bridge alternative too. *Mayor Kallander* said to *Joyce* that he believed alternatives could still be discussed at this point. *Mason* said she would get a draft MOA to the City Clerk who was directed to pass it on to legal for review.

2. Audience comments regarding agenda items

James Mykland of 121 West Davis Avenue commented on the Manager's Report where he mentioned negotiations with the PWSSC. *Mykland* was of the opinion that the City Council should treat the Science Center like the City of Seward treats the Sea Life Center. He thinks the City should make a good deal with them so they stay.

Memorandum

To: City Council
Thru: Samantha Greenwood, City Planner
Date: October 10, 2012
Re: Lot 3A, Block 8, North Fill Development Park

PART I. GENERAL INFORMATION:

The timeline of the disposal of Lot 3A, Block 8, North Fill Development Park

1. 07/10/2012 P&Z meeting –Planning and Zoning referred back to staff and Harbor Commission to determine if the lot was available for disposal.
2. 09/17/2012 Harbor Commission Meeting met and recommend that Lot 3A, Block 8, North Fill Development Park remain as unavailable
3. 10/09/2012 P&Z meet and recommend that of Lot 3A, Block 8, North Fill Development Park remain unavailable

A letter of interest was received by the City Manager and brought forward at the July 10, 2012 Planning Commission meeting for Lot 3A, Block 8, North Fill Development Park, which is currently identified as unavailable on the land disposal maps. The Planning Commission referred the item back to staff pending input from the Harbor Commission identifying if the lot was available for disposal.

Harbor Commission

At the September 17, 2012 Harbor Commission Meeting the Commission voted unanimously against recommending to the Planning Commission to dispose of Lot 3A, Block 8, North Fill Development Park giving the following reasons:

1. Last winter the Harbor Commission voted to turn this lot and part of the adjoining land into a boat maintenance area, similar to the space available behind the Harbor Master building. Water and electrical services were in the process of being installed when the letter of interest was received and put the improvements on hold. It is the Harbor Commission's desire to complete their original plan.
2. The Harbor Commission believes the trailer traffic at the three stage dock to be excessive and potentially dangerous. By developing this lot they hope to shift part of that traffic to the North Fill launch ramp and provide a safer situation for the community.
3. The North Fill launch ramp float system has been funded and is in the process of being built. When this facility is in place there will be a need for more trailer parking and support facilities in this area. The Harbor Commission hopes that this lot will provide the services necessary so that the trailer traffic throughout town will be minimized.

4. The adjacent land is currently being used to store SERVS barges and as boat storage. Due to the excessive snow last winter and subsequent structural damage to several warehouses, there has been an increased demand on boat storage. This lot provides a needed service to our fleet and collects revenue for the Harbor.

5. The Harbor Commission sees itself foremost as an advocate for the Harbor and its future development. The Harbor has minimal land at its disposal for future development and the Commission feels losing any land at this point would be a detriment to the Harbor.

Planning Commission

At the October 9, 2012 Planning and Zoning the Commission concurred with the Harbor Commissions recommendation of not disposing of Lot 3A, Block 8, North Fill Development Park and recommended that Lot 3A, Block 8, North Fill Development Park remain not available on the land disposal maps.

PART II. STAFF SUGGESTED MOTION:

“I move to agree with the Harbor Commission and Planning and Zoning recommendation to leave to Lot 3A, Block 8, North Fill Development Park as not available on the Land disposal maps.”

Pending agenda:

Council Regular Meeting on November 21 – Council may decide to cancel this – with Manager & Clerk and key staff gone for AAMC & AML week of Nov 12-16 as well as Thanksgiving on Nov 22, this will be a tough date to keep, also there is already a planned Special Meeting on Nov 28 so anything that arises can be handled on that date

Capital Priorities List Meeting –**December 2012, March 2013, June 2013, September 2013**

Budget Work Sessions: 11/6, 7/12 Revenues/Expenses/Capital/Enterprise
 11/20/12 Finalize budget (if necessary)

Alaska Municipal League Conference – November 12 – 16, Anchorage

Clerk out of office Nov 9 – 15 & 19-21; Manager out Nov 12 – 16; Clerk vacation Dec 27 – Jan 15

Committees:

Cordova Center Committee: Tim Joyce, Sylvia Lange, Dan Logan, Mark Lynch, Sam Greenwood, Moe Zamarron, Dave Reggiani, Cathy Sherman

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

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

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

E-911 Committee: Chief Bob Griffiths – Chairman, Bret Bradford, Gray Graham, Dick Groff, Mike Hicks (and/or Paul Trumblee), David Allison, George Covel

Calendars:

3 months' of calendars are attached hereto
November 2012; December 2012; January 2013

November 2012

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library				<i>1</i> 6:30 bdgt wksn LMR absentee in person	<i>2</i> absentee in person	<i>3</i>
<i>4</i>	<i>5</i> absentee in person —City Assessors—	<i>6</i> ELECTION DAY 7A—7P LMR 6:30 bdgt wksn CH — 2013 review —	<i>7</i> 6:00 HSB LMR 6:30 bdgt wksn LMR 7:15 pub hrg LMR 7:30 reg mtg LMR —City Assessors—	<i>8</i> — 2013 review —	<i>9</i> —Clrk @ AAMC Conf—	<i>10</i> —Clrk @ AAMC Conf—
<i>11</i> —Clrk @ AAMC Conf—	<i>12</i> Veteran's Day—City Hall Offices Closed —Clrk @ AAMC Conf— —AML Conf—	<i>13</i> 5:30 Prks & Rec LMR 7:00 P&Z CH —Clrk @ AAMC Conf— —AML Conf—	<i>14</i> 7:00 Sch Bd HSL 7:00 Hrbr Cms CH —Clrk @ AAMC Conf— —AML Conf—	<i>15</i> —Clrk @ AAMC Conf— —AML Conf—	<i>16</i> —AML Conf—	<i>17</i>
<i>18</i>	<i>19</i>	<i>20</i> 6:30 bdgt wksn LMR	<i>21</i> 7:15 pub hrg LMR 7:30 reg mtg LMR	<i>22</i> Thanksgiving—City Hall Offices Closed	<i>23</i> Thanksgiving—City Hall Offices Closed	<i>24</i>
<i>25</i>	<i>26</i>	<i>27</i>	<i>28</i> 7:00 spec mtg LMR	<i>29</i>	<i>30</i>	Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library

December 2012

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm	HSL-High School Li- brary					1
2	3	4	5 tbd HSB LMR 7:15 pub hrg LMR 7:30 reg mtg LMR	6	7	8
9	10	11 5:30 Parks & Rec LMR 7:00 P&Z CH	12 7:00 Sch Bd HSL 7:00 Hrbr Cms CH	13	14	15
16	17	18	19 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	20	21	22
23	24	25 Christmas—City Hall Offices Closed	26	27 ——Clerk vaca——	28 ——Clerk vaca——	29
30	31 ——Clerk vaca——				Location Legend CH-City Hall Confer- ence Room LMR-Library Mtg Rm	HSL-High School Li- brary

January 2013

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library		<i>1</i> New Years'—City Hall Offices Closed	2 tbd HSB LMR 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR —Clerk vaca—	<i>3</i> —Clerk vaca—	<i>4</i> —Clerk vaca—	<i>5</i>
<i>6</i>	<i>7</i> —Clerk vaca—	<i>8</i> 5:30 Parks & Rec LMR 7:00 P&Z CH —Clerk vaca—	<i>9</i> 7:00 Sch Bd HSL 7:00 Hrbr Cms CH —Clerk vaca—	<i>10</i> —Clerk vaca—	<i>11</i> —Clerk vaca—	<i>12</i>
<i>13</i>	<i>14</i> —Clerk vaca—	<i>15</i> —Clerk vaca—	<i>16</i> 7:15 pub hrg (maybe) LMR 7:30 reg mtg LMR	<i>17</i>	<i>18</i>	<i>19</i>
<i>20</i>	<i>21</i> Martin Luther King Jr.—City Hall Offices Closed	<i>22</i>	<i>23</i>	<i>24</i>	<i>25</i>	<i>26</i>
<i>27</i>	<i>28</i>	<i>29</i>	<i>30</i>	<i>31</i>		Location Legend CH-City Hall Conference Room LMR-Library Mtg Rm HSL-High School Library