

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, JANUARY 23, 2020
IN THE BOROUGH ASSEMBLY CHAMBERS**

I. MEETING CALLED TO ORDER/INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Pat Branson called the meeting to order at 7:30 p.m. Randall C. Bishop, Charles E. Davidson, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. Councilmember Haines was excused and not considered absent due to his attendance to the Alaska Marine Highway System Advocacy Meeting in Juneau on behalf of the City. Councilmember Laura B. Arboleda was absent. City Manager Mike Tvenge, City Clerk Nova Javier, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

Salvation Army Major Dave Davis gave the invocation and the Pledge of Allegiance was recited.

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the January 9, 2020, regular meeting as presented.

The roll call vote was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

III. PERSONS TO BE HEARD

a. Proclamation: Applauding the USCG and Proclaiming USCG Appreciation Day

Councilmember Whiddon read the proclamation, which urges all citizens to recognize our Coast Guard community for their individual and collective efforts in making Kodiak and all the navigable waters of Alaska a safer and better place to live, work, and play. The City applauds and proclaims February 7, 2020, as Coast Guard Appreciation Day.

Commander Daniel Rogers accepted the proclamation on behalf of the USCG.

b. Public Comments

Jason Bunch a twenty-two year resident of Kodiak and father of two boys, said he supports the youth activities. He referred to the aquatics, gymnasium, teen center, and the ice rink which all offer a variety of activities. He said the services have positively impacted his family and he thanked the City for the services. He expressed his support for Parks and Recreation Facility Upgrade, especially for the enhanced ice rink.

Brian Himelbloom stated he shared his concerns to the Alaska Marine Transportation Advisory Board regarding the reduced ferry services. He thanked the Mayor for her work on this board. He encouraged local involvement by committee development. He commented on the Space Board Complex and stated the public access and comment period was minimal and shared his disappointment with the Council.

Mayor Branson said there are three public seats for the new Governor's Marine Highway System Re-Shaping Committee and referred him to the State of Alaska's website.

Dan Ogg applauded the Mayor and Council for including the parks and recreation facility upgrade on the state and federal capital list. He said the volunteer group will meet next week to further progress the plan for the new facility. He said the indoor walking track was very important and should be included in the facility upgrade plan. He highlighted that John Glover is very involved in the planning process.

IV. UNFINISHED BUSINESS

None.

V. NEW BUSINESS

a. First Reading, Ordinance No. 1392, Authorization of a 25-Year Lease of Certain Real Property in Trident Basin to Redemption, Incorporated d/b/a Island Air Service

Mayor Branson read Ordinance No. 1392 by title. Island Air has leased two parcels of land at the Trident Basin Float Plane facility since the summer of 2011. In November 2019, the City received a request to expand the lease agreement in connection with its merger of operations with Andrew Airways, Inc. The proposed lease agreement includes two smaller parcels used for the placement of company aircraft fueling tanks. The larger parcels are used for the company's flight crew and customers. This ordinance will authorize the twenty-five year lease with Redemption Inc. d/b/a Island Air Service

Councilmember Davidson **MOVED** to pass Ordinance No. 1392 in first reading and advance to second reading and public hearing at the next regular or special Council meeting.

The roll call vote was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

b. Resolution No. 2020-03, Rescinding Resolution No. 2014-36 And Reestablishing a Records Retention Schedule

Mayor Branson read Resolution No. 2020-03 by title. Records Retention Schedules (RRS) are a key element in effective records management programs. This Resolution No. 2020-03 will rescind and replace all prior Records Retention Schedule. The last RRS was adopted by Resolution No. 2014-36. The City-wide RRS determines the length of time a record is kept due to its operational, legal, fiscal, and historical purposes. The City-wide records management program provides a filing system for all departmental records throughout the life cycle of each record, including the transfer to offsite storage, and the destruction of records. There is a permanent retention for some records within the City departments. During the fall of 2019 the City Clerk, Records Manager, Department Heads, and Records Coordinators reviewed and recommended changes to the Records Retention Schedule.

Councilmember Bishop MOVED to adopt Resolution No. 2020-03.

Councilmember Whiddon thanked the Deputy Clerk for her work on the RRS.

The roll call vote was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

b. Resolution No. 2020-04, Adopting a FY2021 State Capital Improvement Program List

Mayor Branson read Resolution No. 2020-04 by title. Each year the City identifies capital improvement projects important to the maintenance and/or improvement of the City's infrastructure as well as issues that are important to the City or greater community. Council reviewed the draft outlining the proposed state requests and issues at the December 10, 2019, work session.

Resolution No. 2020-04 reflects the prioritized list of funding requests for the City's main infrastructure related projects as outlined for FY2021 and will be submitted to our Alaska Legislature, via the Capital Project Submission & Information System (CAPSIS) upon adoption by Council. The five projects included in the resolution will provide formality to the City's concerns and allow the Mayor, Council, and staff to promote the City's interests. Resolution No. 2020-04 reflects the list, which Council and staff recommend for approval.

Councilmember Davidson MOVED to adopt Resolution No. 2020-04.

Councilmember Bishop MOVED to amend Resolution No. 2020-04 by substitution.

The roll call vote on the amendment was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

The roll call vote on the main motion as amended was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

d. Resolution No. 2020-05, Adopting the Federal Fiscal Year 2020 Supported Federal Issues List and Fiscal Year 2021 Federal Projects Capital List

Mayor Branson read Resolution No. 2020-05 by title. Resolution No. 2020-05 reflects the prioritized list of funding for the City's main infrastructure related projects and other federal issues as outlined above for FFY2021 and will be submitted to our Alaska delegation upon adoption by Council. These are not the only funding and policy issues the City will pursue in the coming year, but they are important because they benefit the entire community and region. The five projects and two issues included in the resolution will provide formality to the City's concerns and allow Mayor Branson and staff to promote the City's interests. Resolution No. 2020-05 reflects the list which Council, staff, and the City's federal lobbyist recommend for approval.

Councilmember Walker MOVED to adopt Resolution No. 2020-05.

Councilmember Whiddon MOVED to amend Resolution No. 2020--05 by amending the amount for the Parks and Recreation Facility Upgrade on page 3 of 5 of the Resolution by striking out \$3,500,000 and inserting \$3,100,000.

Councilmember Whiddon made a comment about the importance of public input.

The roll call vote on the amendment was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

The roll call vote on the main motion as amended was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

e. Authorization to Award a Supply Agreement for Community Jail Meals to MEA Enterprises (dba KFC Taco Bell of Kodiak) and Sealko, Inc (dba Subway of Kodiak)

The City of Kodiak Police Department issued a request for proposal (RFP) for jail meals for the Kodiak Community Jail on November 29, 2019. Proposals were due on January 10, 2020. The RFP was advertised in the Kodiak Daily Mirror and on the Department's Facebook page. The Department only received one (1) proposal from the current vendor, Subway and KFC/Taco Bell of Kodiak, to provide all meals. The price per person for 3 meals a day has been quoted at \$19.99 for the first year (subsequent years would increase with the Anchorage CPI). Similar to Alaska DOC practices, the jail only serves two meals a day on weekends and holidays. The meals from Subway and KFC/Taco Bell are supplemented with apple sauce, milk, juice, and coffee which are purchased through other grocery stores.

Councilmember Davidson MOVED to authorize the award of a Supply Agreement for Community Jail Meals to MEA Enterprises (dba KFC Taco Bell of Kodiak) and Sealko, Inc (dba Subway of Kodiak) for five years with funds coming from the Corrections meals for prisoners line item and authorize the City Manager to execute the documents on behalf of the City.

The roll call vote was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

VI. STAFF REPORTS

a. City Manager

Manager Tvenge commended Public Works for the plowing and removal of snow. He said the snow dumping station located above Hillside Drive was full; therefore, snow will be hauled to the Gibson Cove site. He stated that Public Works intends to remove additional accumulated snow piles and berms. He asked the public to allow equipment to get into those tight areas and remove vehicles that are stranded or left on city streets. He said he will be meeting with the Municipal Airport lease holders, which will be held Thursday, January 30, 2020, at 6 p.m. in the Library's multi-purpose room. He shared that the purpose of the meeting will be to discuss the new lease agreements and any concerns or improvement ideas for the airport.

Manager Tvenge provided an update that the City and Borough staff have worked on a joint Tsunami Siren Request for Proposal (RFP) advertisement and expect to publish the (RFP) the first week of February. He stated that the proposal lists the city and borough as separate projects, but the intent is to achieve best pricing with the total siren count. He said the proposals are due back on March 20.

b. City Clerk

City Clerk Javier informed the public of the next scheduled Council planning work session, the Council work session, and regular meeting.

VII. MAYOR'S COMMENTS

Mayor Branson thanked Mr. Himelbloom for his comments regarding the Alaska Marine Highway. She referred to the State's new committee for the Marine Highway System reshaping and encouraged citizens that are interested to apply by going to the State's website for boards and commissions. She expressed her appreciation for Councilmember Haines and Representative Stutes for testifying during the Transportation Committee meeting. She said AML is working on advocating for the coastal communities transportation needs too. She said the Legislature has started and they are receiving updates from the City's lobbyist. She thanked the Public Works staff for all their work on the snow removal. She said the USCG appreciation dinner will be upcoming. She stated she will be traveling and unable to attend; however, Councilmember Whiddon will be in attendance. She confirmed the importance of healthy activities and would like to see the Parks and Recreation Facility upgrade to include the indoor track, which may also help with healthcare grants. She shared these activities contribute to the quality of life in Kodiak.

VIII. COUNCIL COMMENTS

Councilmember Whiddon acknowledged the Public Works for the superb job and hard work. He stated that department heads and staff do a lot of works behind the scenes to keep the City's activities evolving. He shared that Kodiak was the fifth USCG city in the nation and commented on the importance of the designation.

Councilmember Davidson stated he was traveling. He wished everyone a healthy and happy 2020. He said he looks forward to an indoor track. He said he is appreciative of the active volunteer group within the community.

Councilmember Walker thanked the Kodiak Police Department for helping with the bear problem. He thanked Public Works for their hard work and he stated he really appreciates the work of the Baranof group. He thanked Mike and his staff for their hard work.

Councilmember Bishop thanked the community members that provided feedback during the meeting. He said there is a planning meeting this Saturday and he referred to the topics for discussion.

IX. AUDIENCE COMMENTS

Major Dave Davis, Salvation Army Representative, reported on the nonprofit grant they received from the City. He said they have used \$4000 of the \$15,000 of the funds received. He provided a report of the services that were provided and he expressed appreciation for the community's effort to help with food donations and clarified that the Salvation Army has been a steward for the food services.

Brian Himelbloom expressed his concern regarding sidewalks that were not shoveled and the public not removing their vehicles for snow plowing.

Clerk Javier stated the Councilmember Haines was on business travel and his absence from the regular meeting was excused.


X. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

The roll call vote was Councilmembers Bishop, Davidson, Walker, and Whiddon in favor. Councilmember Arboleda was absent and Councilmember Haines was excused. The motion passed.

The meeting adjourned at 8:20 p.m.

CITY OF KODIAK



for the MAYOR

ATTEST:



CITY CLERK

Minutes Approved: February 13, 2020