

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD AUGUST 25, 2005,
IN THE BOROUGH ASSEMBLY CHAMBERS**

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

Deputy Mayor Charles E. Davidson called the meeting to order at 7:30 p.m. Councilmembers Gabriel T. Saravia, Thomas D. Walters, and David M. Woodruff were present and constituted a quorum. Mayor Carolyn L. Floyd and Councilmembers Dennis A. McMurry and Josefina F. Rosales were absent. City Manager Linda L. Freed, City Clerk Debra L. Marlar, and Deputy Clerk Kris Williams were also present.

After the Pledge of Allegiance, Kodiak Police Department Chaplain Paul Smith gave the invocation.

II. PREVIOUS MINUTES

Councilmember Walters MOVED, seconded by Councilmember Saravia, to approve the minutes of the July 29, 2005, regular meeting as presented.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

III. AGENDA AMENDMENT

None

IV. PERSONS TO BE HEARD

a. Proclamation: In Honor of National Alcohol and Drug Addiction Recovery Month

Councilmember Walters read the proclamation, which recognized substance use and abuse as a major public health problem affecting millions of Americans of all ages, races, and ethnic backgrounds; acknowledged health care providers who have dedicated their lives to help those afflicted; and encouraged Kodiak citizens to support men, women, and youth who are in drug and alcohol addiction treatment and recovery and their families. The proclamation was accepted by Dr. Robert Weldy on behalf of Providence Safe Harbor.

b. Proclamation: Declaring Fetal Alcohol Syndrome Awareness Day and Month

Councilmember Walters read the proclamation, which recognized healthy children as Kodiak's most important resource and urged community awareness of the problems associated with Fetal Alcohol Syndrome. Nancy Jones accepted the proclamation on behalf of the Kodiak Infant Learning Program.

c. Public Comments

None

August 25, 2005

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

a. First Reading, Ordinance No. 1195, Amending City Code Title 14 by Adopting Up-Dated Building Codes

Deputy Mayor Davidson read Ordinance No. 1195 by title, which will implement changes to the City's building codes as recommended by the Joint Building Code Review Committee.

Councilmember Woodruff MOVED, seconded by Councilmember Saravia, to approve Ordinance No. 1195 in the first reading and advance to second reading and public hearing at the next regular meeting.

Councilmember Walters thanked the members of the Joint Building Code Review Committee: John Butler, Charles Davidson, Charles Jerling, Jay Johnston, Ken Knowles, Reed Oswalt, and Barry Still.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

b. Resolution No. 05-32, Accepting a Grant from the Federal Aviation Administration for Trident Basin Seaplane Base Improvements (Phase I)

Deputy Mayor Davidson read Resolution No. 05-32 by title. At the June 30th City Council meeting, the Council adopted Resolution No. 05-27, which established a capital improvement program and outlined operational and administrative actions for the Trident Basin Seaplane Base. At the July 28th City Council meeting, the Council authorized a professional services contract with DOWL Engineers for the next phase of the project, which includes completing the Environmental Assessment and preliminary design (to the 35% level) of the proposed improvements to the Trident Basin Seaplane Base. This phase of the project will also include the acquisition of the necessary permits for construction of the designed improvements. Approximately 95% of the funding for the project will come from the Federal Aviation Administration.

Councilmember Saravia MOVED, seconded by Councilmember Woodruff, to adopt Resolution No. 05-32.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

c. Resolution No. 05-33, Accepting Additional FY'03 State Homeland Security Grant Program Part II Critical Infrastructure Protection Program Grant Funds

Deputy Mayor Davidson read Resolution No. 05-33 by title. The grant funds are from the 2003 State Homeland Security Grant Program Part II Critical Infrastructure Protection Program and will be used

August 25, 2005

for security fencing at Pier II. Initially, the City was notified that it would receive \$121,238 in grant funding; however, the State of Alaska awarded the City an additional \$76,762, for a total amount of \$198,000. The additional funds will be used for security lighting and additional fencing work at Pier II.

Councilmember Walters MOVED, seconded by Councilmember Woodruff, to adopt Resolution No. 05-33.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

d. Resolution No. 05-34, Accepting a Financial Assistance Award From the Economic Development Administration for a Marine Travel Lift

Deputy Mayor Davidson read Resolution No. 05-34 by title. The marine travel lift project has been the City's top capital improvement project for the last year. City staff, with the assistance of the Chamber of Commerce and the regional staff of the Economic Development Administration (EDA), applied for and received a Financial Assistance Award from the EDA in the amount of \$2.3 million to support the project.

Councilmember Woodruff MOVED, seconded by Councilmember Walters, to adopt Resolution No. 05-34.

Councilmembers thanked all who had worked to acquire the funding and spoke about the project's benefits to the community.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

e. Resolution No. 05-35, Accepting a State of Alaska Legislative Grant for a Marine Travel Lift

Deputy Mayor Davidson read Resolution No. 05-35 by title. The marine travel lift project has been the City's top capital improvement project for the last year. City staff, with the assistance the City's Juneau legislative lobbyist and the Kodiak State legislative delegation, sought and received a designated legislative grant of \$2 million to support the project.

Councilmember Walters MOVED, seconded by Councilmember Saravia, to adopt Resolution No. 05-35.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

f. Resolution No. 05-36, Authorizing the Kodiak Football League To Collect Admission Fees and To Sell Concessions for High School Football Games at Baranof Park

August 25, 2005

Deputy Mayor Davidson read Resolution No. 05–36 by title, which will authorize the Kodiak Football League to charge admission fees and to sell concessions during high school football games at Baranof Park to help defray the cost of the program.

Councilmember Saravia MOVED, seconded by Councilmember Woodruff, to adopt Resolution No. 05–36.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

g. Resolution No. 05–37, Insisting That the Governor and Legislature Designate Two Seats on the Alaska Aerospace Development Corporation Board of Directors for Kodiak Residents

Deputy Mayor Davidson read Resolution No. 05–37 by title. Councilmember Woodruff had asked for the resolution, which subject was consistent with previous discussions the City Council has had regarding the Alaska Aerospace Development Corporation (AADC). As established in State Statute, the decision-making power of the AADC is vested in the Board of Directors, and while there have been two Kodiak residents on the Board of Directors since the Board's inception, there is no statutory requirement that any of the members of the AADC be Kodiak residents.

Councilmember Woodruff MOVED, seconded by Councilmember Saravia, to adopt Resolution No. 05–37.

Councilmember Woodruff spoke in favor of the resolution, noting he had assumed another Kodiak community resident would be appointed to the Board to replace the Kodiak resident who had resigned. He spoke with Senator Gary Stevens and Representative Gabrielle LeDoux about the importance of Kodiak being represented by at least two members on the Board. He had also asked the Kodiak Island Borough and Kodiak Chamber of Commerce to support the resolution.

Councilmember Walters voiced appreciation to Councilmember Woodruff for helping to bring the project to Kodiak.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

h. Authorization of Bid Award With Bob's Services Inc. for a Snow Blower

Bids for a new snow blower for the Public Works Department were opened on August 12, 2005. The following two bids were received:

Bob's Services Inc.	\$86,376
Macdonald Equipment Company	\$96,194

August 25, 2005

The equipment will replace the City's current, aging snow blower, which will become the backup snow blower. The current backup unit is 25 years old and is in very poor condition; replacement parts are essentially non-existent. Replacement of the equipment is included in the FY'06 budget.

Councilmember Walters MOVED, seconded by Councilmember Saravia, to award the bid for a new Wausau-Snogo Model Mp-3D Rotary Snow Blower with Cummins Engine to Bob's Services, Inc. in the amount of \$86,376, with funds coming from the General Fund, Public Works Street Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

i. Authorization To Purchase a Replacement Sewer Camera System From Cues West

The Public Works Department took delivery of a closed circuit sewer camera system in the spring of 1994, which served the Department reliably for about eight years. After that, extensive down time plagued the system and reduced the Department's ability to use the equipment in an efficient manner. In the last few years, the Department has done extensive research to identify a reliable and dependable system that is capable of handling the City's inspection requirements with a good support system in place.

Councilmember Woodruff MOVED, seconded by Councilmember Walters, to authorize the purchase of a Cues West sewer camera system in the amount of \$38,450, with funds coming from the Capital Projects Fund, Sewer Improvement Fund, Sewer Line Maintenance Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

j. Authorization To Purchase a Replacement ClorTec Unit From Severn Trent Services

One of the two ClorTec units at the water treatment plant failed and need immediate replacement. The units create the sodium hypochlorite or chlorine that is used for water disinfection. During periods of high water flow, both units operate at near full capacity to keep up with the demand. In order for the unit to be fully functional, other components of the system also need to be replaced, at an additional cost of \$30,000.

Councilmember Woodruff MOVED, seconded by Councilmember Saravia, to authorize the purchase of a ClorTec CT-150 on-site sodium hypochlorite generation system in the amount of \$46,000, with funds coming from the Water Utility Fund, Repair and Maintenance Account; funds to be included in the next supplemental budget appropriation.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

k. Authorization of Communication System Agreement with Motorola Inc.

August 25, 2005

City staff have secured substantial grant funds for the purchase of a new public safety/general City communications system. Motorola, through their Alaska representative ProComm Alaska LLC, has supplied the City with a system implementation proposal, Communications Systems Agreement, and Software License Agreement that provide the basis for the purchase, installation, and training for the new equipment. The proposal, including the equipment list, has been reviewed by the City's communication consultant, Dr. Henry Richter, and the agreements have been reviewed by the City's attorney. Several smaller cost items remain to be purchased to complete the system. These items are being evaluated and will be brought to the Council for approval at a future Council meeting.

Councilmember Saravia MOVED, seconded by Councilmember Walters, to authorize purchase of a Communications Systems and Software License Agreement for a new public safety/City communication system with Motorola in the amount of \$806,599.34, with funds coming from the Capital Project Fund, General Capital Projects Fund, Communications System Upgrade Account and to authorize the City Manger to execute the agreements, including any changes, modifications, additions, and/or deletions she deems necessary and to execute all necessary documents to carry out and comply with the provisions of the executed agreements.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

l. Authorization of Purchase and Implementation of Records Management Software with Zasio Enterprises, Inc.

The next step in the Citywide records management project is the purchase of records management software for installation on all City computers used to conduct City business. Several months ago the City's records consultant, Gilles Legare, provided a comprehensive records management software evaluation guide that identified software/hardware compatibility, computer network compatibility, and standard records management capabilities. Mr. Legare suggested a number of records management software applications that could meet the City's needs based on the number of employees and computers used to conduct City business and ease of use by City employees. After evaluating several software applications, the City Clerk selected Versatile Enterprise software from Zasio Enterprises Inc. Versatile Enterprise software will enable the management of both physical and electronic records, and the City's IT staff has verified that this software can be installed and run on the City's computer network.

Councilmember Walters MOVED, seconded by Councilmember Saravia, to authorize the purchase of Versatile Enterprise software from Zasio Enterprises Inc. in the amount of \$71,997, with funds coming from the Capital Projects Fund, General Capital Projects Fund, Comprehensive Records Management Project Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

m. Authorization of a Professional Services Contract With Kazzba Consulting Inc. for Records Management System Implementation

August 25, 2005

It is crucial to the success of the records management project to utilize a software deployment plan administered by a professional records consultant to ensure pre-installation, software installation, software testing, phased software rollout, and application integration tasks are done correctly. The City contracted with Kazzba Consulting Inc. to develop the City's comprehensive records management program. Phase I of the project is nearly complete, and the next phase of the project is the implementation of records management software. At the Clerk's request, Kazzba Consulting Inc. provided the City with a Records Management Software Deployment Plan.

Councilmember Walters MOVED, seconded by Councilmember Woodruff, to authorize a professional services contract with Kazzba Consulting Inc. for records management software deployment (roll-out) in the amount of \$24,520, with funds coming from the Capital Projects Fund, General Capital Projects Fund, Comprehensive Records Management Project Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

n. Authorization of Professional Services Contract With D.A. Hogan and Associates for Baranof Park Engineering and Design

In October 2004, the City accepted a legislative grant from the State of Alaska for the design and engineering necessary to replace, refurbish, and improve the Baranof Park track, in-field, baseball field, and associated support facilities. The Parks and Recreation Advisory Board presented the City Council with its recommendations for improvements at Baranof Park at a previous work session. After the meeting with the City Council, staff determined the next step was to select an experienced consultant that could provide the expertise necessary to develop a master plan for Baranof Park to ensure all the desired improvements were considered. This step of the process also includes cost estimates and a phasing schedule for the improvements. The Parks and Recreation Director located a consultant that can best meet the needs of the City. Extensive reference checks of the consultant were also conducted by the Parks and Recreation Director. Based on the research, a proposal for the first phase of this project was requested from D. A. Hogan.

Councilmember Saravia MOVED, seconded by Councilmember Walters, to authorize a professional services contract with D. A. Hogan for Phase I Engineering and Design for Baranof Park, with funds coming from the Capital Projects Fund, Parks and Recreation Improvement Fund, Baranof Field and Track Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

o. Authorization of Change Order No. 5, Steller Way Improvement Project No. 03-15

Grade changes in the improved Steller Way have affected the adjacent properties in various ways. There is little change in the elevation of the centerline along the entire street alignment, but the gravel street wove in and out of the right-of-way and sloped side to side to match the residences constructed very close to the right-of-way. The improved street is within the 20-foot wide right-of-way and has a consistent side slope of 2 percent downward toward the uphill side of the street.

August 25, 2005

Therefore, the grade at each property line has changed to some extent as a result of the improvement project. In most areas, the grade change was insignificant or advantageous to the property. However, for some properties, the grade change has resulted in difficulties for access and drainage. In each case, staff have worked with homeowners to arrive at solutions that improve access and drainage as much as possible. As with other street improvement projects, staff believe that the City should assume financial responsibility for work outside the right-of-way to mitigate adverse impacts of the street improvement project.

Councilmember Woodruff MOVED, seconded by Councilmember Saravia, to approve Change Order No. 5 to Steller Way Improvement Project No. 03-15 in the amount of \$17,942.99, with funds coming from the Capital Projects Fund, Street Improvement Fund, Steller Way Improvements Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

p. Authorization of Change Order No. 1, Pier II Fence, Project No. 05-22

The City has received additional funding for the Pier II security fencing project. As a result, staff requested several additional security fencing items be included in the project. Since this project has been fast-tracked, some additional cost items have been identified since the original bid award. Specifically, staff have discussed the exact fence position with the construction contractor, and the asphalt pavement and concrete, not associated with fence posts, has been priced, as the exact fence location has been determined.

Councilmember Walters MOVED, seconded by Councilmember Saravia, to approve Change Order No. 1 to Pier II Fence Project No. 05-22 in the amount of \$40,029, with funds coming from the Capital Projects Fund, Cargo Development Fund, Pier II Fencing Account.

The roll call vote was Councilmembers Davidson, Saravia, Walters, and Woodruff in favor. Councilmembers McMurry and Rosales were absent. The motion passed.

VII. CITY MANAGER'S REPORT

Manager Freed recognized Kevin Dyer for 20 years combined service at the Parks and Recreation Department and at the Kodiak Police Department as a former corrections officer and current police officer and Eric McFarlin for 15 years of service as a Kodiak Fire Fighter and EMT. She reported Bryce Kidd, the artist who constructed the sculpture in memoriam to the F/V Big Valley, is in Kodiak for the sculpture's unveiling at Pearson Cove Park.

VIII. MAYOR'S COMMENTS

Deputy Mayor Davidson said he had just returned from an Alaska Municipal League Committee Meeting in Skagway, where elected officials voiced the importance of full educational funding and community revenue sharing. Mr. Davidson encouraged everyone to drive carefully as school begins. He also noted the filing period deadline for the upcoming municipal election was 5 p.m. the

August 25, 2005

following day for the Kodiak Island Borough positions and September 2nd at 5 p.m. for the City of Kodiak positions. Councilmember Davidson also extended his condolences to the DeGuzman family.

IX. COUNCIL COMMENTS

Councilmember Woodruff said the salmon season, which included record pink salmon runs, was winding down. He also commented on the halibut and black cod seasons and encouraged everyone to drive carefully with school starting.

Councilmember Saravia reported on the salmon, cod, and pollock fisheries. He thanked Senator Gary Stevens for his support for Kodiak projects and reiterated Councilmember Woodruff's statement that more Kodiak representation is needed on the AADC Board of Directors.

Councilmember Walters noted he had just returned from a several-day job transporting Fish and Wildlife employees to Kodiak Island streams to conduct fish surveys. He reminisced about the day he married his wife, Betty and wished her a happy anniversary.

X. AUDIENCE COMMENTS

Doug Letch, aide to Senator Gary Stevens, reported his office had been working with Councilmember Woodruff regarding AADC Board of Director appointments. He acknowledged staff members from his office and the office of Representative LeDoux who had worked to secure State funding for the marine travel lift. Mr. Letch said he had been a participant in the Kodiak Football League since 1998 and thanked the City Council for adopting Resolution No. 05-36, Authorizing the Kodiak Football League To Collect Admission Fees and To Sell Concessions for High School Football Games at Baranof Park. Mr. Letch also thanked City Parks and Recreation employees Ian Fulp and Joe Bailor for their assistance with football games.

Christine Marasigan, aide to Representative Gabrielle LeDoux, acknowledged the Council's appreciation for Representative LeDoux's efforts to secure funding for the marine travel lift. She also said Representative LeDoux supported Councilmember Woodruff's efforts to ensure future appointments to the AADC Board of Directors will include two Kodiak community residents. She reminded the community of the DeGuzman viewing the following weekend.

City Clerk Marlar reminded the public that absentee ballot applications are available in the Clerk's office, and separate absentee ballot applications are needed for the City and Borough elections. Ms. Marlar reported the next regular meeting will be held September 29th, and the work session will be held Tuesday, September 27th.

XI. ADJOURNMENT

Deputy Mayor Davidson adjourned the meeting at 8:41 p.m.

August 25, 2005

CITY OF KODIAK

Carolyn Floyd
MAYOR

ATTEST:

Debra Marler
CITY CLERK

Minutes Approved: September 29, 2005

