

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, SEPTEMBER 22, 2011
IN THE BOROUGH ASSEMBLY CHAMBERS**

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

Mayor Carolyn L. Floyd called the meeting to order at 7:28 p.m. Councilmembers Patricia B. Branson, Charles E. Davidson, Josefina F. Rosales, Gabriel T. Saravia, Thomas D. Walters, and John B. Whiddon were present and constituted a quorum. City Manager Aimée Kniazowski, City Clerk Debra L. Marlar, and Deputy Clerk Matthew Gandel were also present.

After the Pledge of Allegiance, Salvation Army Sergeant Major Dave Blacketer gave the invocation.

II. PREVIOUS MINUTES

Councilmember Walters MOVED to approve the minutes of the August 25, 2011, regular meeting as presented.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

III. PERSONS TO BE HEARD

a. Proclamation: Remembrance of the 10th Anniversary of September 11, 2001

Councilmember Rosales read the proclamation, which offers the City of Kodiak's deepest condolences to the families, friends, and loved ones of the innocent victims of the September 11, 2001, terrorist attacks; and honors the heroic service, actions, and sacrifices of first responders, law enforcement personnel, state and local officials, volunteers, and countless others who aided the innocent victims of those attacks.

b. Proclamation: Filipino American History Month

Councilmember Walters read the proclamation, which urges all citizens to celebrate the rich history and contributions of Filipino Americans in Kodiak.

Mayor Floyd presented the proclamation to Mark Anthony Vizcocho, who said it was an honor to accept the proclamation on behalf of the entire Filipino American community in Kodiak and thanked the Mayor and Council for their continuing support of the Filipino American community.

c. Proclamation: Hispanic Heritage Month

Councilmember Saravia read the proclamation, which urges all citizens to celebrate the rich history and recognize the important contributions of Hispanic Americans in Kodiak.

Mayor Floyd presented the proclamation to Rebeca Ledezma, who thanked the Mayor and Council.

d. Proclamation: Emergency Preparedness Month

Councilmember Branson read the proclamation, which urges all residents to participate in preparing for emergencies and visit www.ready.alaska.gov for more information and resources on how to prepare a family emergency plan, gather emergency supplies, and get involved in community preparedness efforts.

Mayor Floyd presented the proclamation to Firefighter Dan Farmer, who urged all citizens to visit the state website and make sure they are prepared for an emergency.

e. Public Comments

Erin Harrington, Chairman of the Kodiak Public Library Association (KPLA), spoke in support of the proposed contract award for a design team for the new library project. She said KPLA had been reaching out to all organizations in Kodiak to make the design process as inclusive as possible. She thanked the Council for its continued support of the new library project.

Mary Guilas-Hawver, President of the Filipino American Association of Kodiak, thanked the Mayor and Council for the proclamation of Filipino American History Month.

Bruce Schactler encouraged the Council to hire a fisheries advisor.

IV. UNFINISHED BUSINESS

a. Second Reading and Public Hearing, Ordinance No. 1289, Authorizing the Annexation of the Portions of Lots 1A-1, 1B-2 and 1B-3, Lakeside Subdivision Second Addition That are Located Outside the City of Kodiak, to the City of Kodiak

Mayor Floyd read Ordinance No. 1289 by title. Jim and Vicki Ashford own adjacent lots 1A-1, 1B-2, and 1B-3 in the Lakeside Subdivision Second Addition. The City's boundary bisects each of the lots, which place part of each lot within City limits and part within the Borough. In February 2010 Jim Ashford made a written request to the City to annex those portions of property located in the Kodiak Island Borough. City staff has worked on how to proceed with the request to annex portions of Lots 1A-1, 1B-2, and 1B-3 in the Lakeside Subdivision Second Addition since the initial request was made in 2010. The City Council approved a similar annexation request in 1988, and after a work session discussion of possible options in July 2010, Council agreed to move forward with the request when the required information was available and staff had time to begin the process on behalf of the property owners. Information was gathered in order to draft an ordinance that reflects the State's unanimous consent option which staff believes is most suitable.

Councilmember Saravia MOVED to adopt Ordinance No. 1289.

Mayor Floyd closed the regular meeting, opened and closed the public hearing when no one came forward to testify, and reopened the regular meeting.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

V. NEW BUSINESS

a. First Reading, Ordinance No. 1290, Adopting the Kodiak Municipal Code as a Codification of the Permanent and General Ordinances of the City of Kodiak, Alaska; Repealing and Reenacting KCC 1.01.010, KCC 1.01.020, KCC 1.01.030, KCC 1.01.040, KCC 1.01.050, KCC 1.01.060, KCC 1.01.070, KCC 1.01.080, KCC 1.01.100; and Repealing KCC 1.01.090, Regarding the Kodiak City Code

Mayor Floyd read Ordinance No. 1290 by title. The Kodiak City Code (KCC) has been published by the City Clerk's Office since December 1983. Alaska Statute 29.25.050 stipulates the municipal code shall be revised and printed at least every five years, unless the code is kept current by regular supplements. The City Clerk has recommended, and the Council has approved, budget funds to recodify the Kodiak City Code. The City Clerk researched various code publishing companies in 2010 and recommended an agreement be authorized with Code Publishing, Inc. The City Manager signed a services agreement with Code Publishing, Inc. in April 2010, and the City Clerk has been working with Code Publishing since that time to reformat and recodify the Kodiak City Code.

Councilmember Walters MOVED to pass Ordinance No. 1290 in the first reading and advance to second reading and public hearing at the next regular or special meeting.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

b. Resolution No. 2011-30, Adopting a Travel Policy for the Mayor and Council

Mayor Floyd read Resolution No. 2011-30 by title. Councilmembers have expressed concern about the cost of travel for elected officials and voiced a need to reduce the travel budget, identify who will attend a budgeted event, and require a post report about how attendance at the event provides a benefit to the City of Kodiak. Resolution No. 2011-30 provides for the formal adoption of a travel/training policy for the Mayor and Council that describes an authorization process for Mayor and Council travel when representing the City at meetings, conferences, and other events.

Councilmember Branson MOVED to adopt Resolution No. 2011-30.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

c. Resolution No. 2011-31, Naming Election Workers for the October 4, 2011, Regular Municipal Election

Mayor Floyd read Resolution No. 2011-31 by title. Kodiak City Code specifies that, prior to each election, the Council shall appoint judges and clerks for each City precinct and will also ap-

point a canvass board consisting of at least three persons. Resolution No. 2011-31 names election workers and canvass board members for the October 4, 2011, regular municipal election and authorizes the City Clerk to appoint other persons, if necessary, to ensure that an adequate number of workers are present to conduct and canvass the election.

Councilmember Branson MOVED to adopt Resolution No. 2011-31.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

d. Resolution No. 2011-32, Amending Section 14, Utilities (Water) of the Schedule of Fees and Charges and Authorizing Implementation of a Five-Year Rate Structure

Mayor Floyd read Resolution No. 2011-32 by title. The City Council's intent is to review its utility fund rates to ensure the revenues generated from the services provided can support operations, maintenance, and capital improvements needs. The last five-year rate structure expired in FY2011, and the City hired CH2MHill to prepare an updated ten-year analysis for the water and sewer utilities. The water rate study was recently completed and indicates that operating, maintenance, capital, and debt service costs will increase over the course of the next ten-year period, requiring increases to the water rates to ensure adequate revenues to operate the utility. Resolution No. 2011-32 would establish a five-year rate structure for the water utility, effective October 1, 2011.

Councilmember Davidson MOVED to adopt Resolution No. 2011-32.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

e. Resolution No. 2011-33, Amending Section 14, Utilities (Sewer) of the Schedule of Fees and Charges

Mayor Floyd read Resolution No. 2011-33 by title. The City Council's intent is to review its utility fund rates regularly to ensure the revenues generated from the services provided can support operations, maintenance, and capital improvements needs. The last five-year rate structure expired in FY2011, and the City hired CH2MHill to prepare an updated ten-year analysis for the water and sewer utilities. The sewer rate study was recently completed and indicates that system operating, maintenance, capital, and debt service costs will increase over the course of the next ten-year period, requiring increases to the sewer rates to ensure adequate revenues to operate the utility. However, due to yet-to-be resolved issues surrounding biosolid and leachate disposal between the City and Borough, at this time, staff and CH2MHill are recommending the City adopt a one-year rate increase, effective October 1, 2011.

Councilmember Rosales MOVED to adopt Resolution No. 2011-33.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

f. Authorization of Professional Services Contract for Cruise Ship and Moorage Rates Studies

The City Council's intent is to review charges for services and rates on a systematic basis so the cost of operations, maintenance, and capital improvement needs can be paid for out of revenues generated in the City's enterprise funds. To meet the intent of that goal, the Harbor Department requested that Northern Economics Inc. of Anchorage submit proposals to study harbor user fees and the port tariff rates for cruise ships. Northern Economics submitted two proposals totaling \$20,560 to perform rate studies on harbor user fees and cruise ship rates.

Councilmember Whiddon MOVED to authorize professional services contracts with Northern Economics Inc. for Moorage Rate Study in the amount of \$11,620 with funds coming from the Boat Harbor Fund, Boat Harbor, Administration, Professional Services account and for Cruise Ship Rate Study in the amount of \$8,940 with funds coming from the Cargo Fund, Cargo Terminal, Administration, Professional Services account.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

g. Authorization of Professional Services Contract for Design Services for New Library, Project No. 6012

The construction of a new library building has been a priority on the City's capital improvement projects list for six years. To date, \$9.1 million of the total estimated project cost of \$13.6 million has been secured, and the design phase is the next step in the development of the project. The City issued a Request for Statements of Qualifications in July 2011 for professional design services for the project and received eight proposals. The Public Library Building Committee (PLBC), with assistance from the Foraker Group and the City's project manager, evaluated the responses and interviewed the top four design firms. Based on this process, the PLBC recommended MRV Architects as their choice for professional design services.

Councilmember Branson MOVED to authorize a professional services contract for design services for the new library project with MRV Architects in an amount not to exceed \$760,661, with funds coming from the Building Improvement Fund, New Library, Project No. 6012.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

h. Authorization of Professional Services Contract for Review and Update of City of Kodiak Construction Specifications, 2000 Edition, Project No. 5028/12-03

The City of Kodiak is currently using Standard Construction Specifications adopted in 2000. In the years since the present edition was adopted, construction standards have changed and newer techniques and materials are now available. Staff started to work on a comprehensive update to the City's Standard Construction Specification and Standard Details 2000 Edition, and had to stop when the City Engineer resigned. Staff is recommending this task be completed through a contract with DOWL HKM.

Councilmember Rosales MOVED to authorize a professional services contract with DOWL HKM in the amount of \$27,030 to review and update the City of Kodiak Construction Specifications 2000 Edition, with funds coming from the Streets Capital Improvement Fund, Project No. 5028/12-03.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

i. Appointment of USCG Representative to the Parks and Recreation Advisory Board

The Parks and Recreation Advisory Board has a vacant seat for an ex-officio member representing the United States Coast Guard. Resolution No. 2011–23, which established the Parks and Recreation Advisory Board, provides for an ex-officio member based on the recommendation of the Commanding Officer of the USCG Integrated Support Command. Except for the Personnel Board, whose members are appointed by the Council, and the Employee Advisory Board, whose members are elected by City employees, members of advisory boards are appointed by the Mayor and confirmed by the Council.

Mayor Floyd appointed Andrew Brown to the USCG ex-officio seat on the Parks and Recreation Advisory Board for a term ending December 31, 2013.

Councilmember Branson MOVED to confirm the Mayoral advisory board appointment to the Parks and Recreation Advisory Board as stated.

The roll call vote was Councilmembers Branson, Davidson, Rosales, Saravia, Walters, and Whiddon in favor. The motion passed.

VI. STAFF REPORTS

a. City Manager

City Manager Kniazowski reported on recent local emergency preparedness training in preparation for the statewide Alaska Shield 2012 emergency exercise. She reported on a meeting with Air Force Col. Hous Waring from the Joint Task Force Alaskan Command who toured the City’s Emergency Operations Center. She said she had a meeting with Craig Campbell and Dale Nash from the Alaska Aerospace Corporation who presented the Mayor and Council with a photo of the most recent rocket launch at the Kodiak Launch Complex as a sign of their appreciation for ongoing support from the City. She acknowledged City employee Constantino Bormuel from the Water and Wastewater Treatment Plant for 15 years of service to the City. She said she would be on leave from October 11 to October 19, 2011, and would appoint an acting City Manager in her absence.

b. City Clerk

City Clerk Marljar reminded the public that absentee voting was now available in the City Clerk’s Office and encouraged people to volunteer as election workers. She also informed the public of the next scheduled Council work session and regular meeting.

VII. MAYOR'S COMMENTS

Mayor Floyd thanked the Alaska Aerospace Corporation for their gift of a framed photo of a recent Kodiak Launch Complex rocket launch.

VIII. COUNCIL COMMENTS

Councilmember Davidson reminded the public that October 4, 2011, was Election Day and encouraged everyone to get out and vote.

Councilmember Whiddon complimented Constantino Bormuel on 15 years of service to the City and acknowledged all City employees for their diligence and professionalism.

Councilmember Rosales reminded the public that increases in water and sewer rates were necessary to maintain current infrastructure and services. She encouraged everyone to make sure they were prepared for an emergency. She thanked the Council for the recognition of Filipino American History Month.

Councilmember Walters cautioned the public to be aware of black ice as the temperatures get lower.

Councilmember Saravia thanked Constantino Bormuel for his dedication to the City. He thanked Kodiak Public Library Association members for volunteering their time. He said he enjoyed being on the Council and encouraged anyone who wanted to participate in local government to run for office. He thanked Mayor Floyd and Councilmember Walters for their years of service to the citizens of Kodiak. He thanked the Council for the recognition of Hispanic Heritage Month. He encouraged everyone to vote on Election Day.

Councilmember Branson congratulated Constantino Bormuel on his 15 years of service to the City. She said she enjoyed the proclamations that were read because it was an opportunity to celebrate the diversity in Kodiak. She said she felt recent reports of Kodiak's declining population were overstated and said that according to the September 2011 Alaska Economic Trends report produced by the Alaska Department of Labor and Workforce Development, Kodiak's population had decreased by only 321 people in the last ten years. She encouraged everyone to focus on the good things happening in Kodiak, such as the building of a new library and new high school.

IX. AUDIENCE COMMENTS

None.

X. ADJOURNMENT

Mayor Floyd adjourned the meeting at 8:43 p.m.

CITY OF KODIAK

Carolyn L. Hoyle
MAYOR

ATTEST:

Dulce Marlin
CITY CLERK



Minutes Approved: October 27, 2011