

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE CITY OF KODIAK
HELD THURSDAY, FEBRUARY 11, 2016
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. Councilmembers Laura B. Arboleda, Randall C. Bishop, Charles E. Davidson, Gabriel T. Saravia, Richard H. Walker, and John B. Whiddon were present and constituted a quorum. City Manager Aimée Kniazowski, City Clerk Debra L. Marlar, and Deputy Clerk Michelle Shuravloff-Nelson were also present.

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

II. PREVIOUS MINUTES

Councilmember Whiddon MOVED to approve the minutes of the January 28, 2016, regular meeting as presented.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

III. PERSONS TO BE HEARD

a. Proclamation: Applauding the United States Coast Guard Presence in Kodiak

Councilmember Whiddon read this 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.

CAPT Jeff Westling, PE, Commanding Officer, USCG accepted the proclamation, stating it was an honor to receive the acknowledgement on behalf of the Coast Guard and he thanked the Mayor and Council. He shared his appreciation for all members of the Coast Guard active and retired for their dedication to serve and protect the citizens, property, and the sea. He said Kodiak is a wonderful place to live.

b. Presentation of Government Finance Officers Association Award

The Government Finance Officers Association of the United States and Canada has awarded Finance Director Kelly Mayes with the Distinguished Budget Presentation Award for the City's Fiscal Year 2016 Operating Budget. This award is the highest form of recognition in governmental accounting and financial reporting.

Finance Director Mayes accepted the award and she thanked the Mayor and Council, the Finance staff, the City Manager, Clerks, and department heads for their support and work.

c. Public Comments

Stephen Taufen said he is a consumer of hemp, and he orders it online from a health food store. He made comments in support of THC-free marijuana. He made disapproving comments regarding the North Pacific Fisheries Management Council meeting in Portland and he commented on trawl bycatch issues.

Terry Haines made comments in support of the Fisheries Work Group (FWG) stating it has been exemplary. He said the state, federal, and regulatory groups have complimented Kodiak in the past. He applauds the Council for their work, and he said the resolutions adopted have been productive. He supports the Council moving forward with the FWG, and he understands the Borough may prefer an advisory role in fisheries. He supports the City incurring the cost of the fisheries analyst independently of the Borough, if needed.

Darius Kasprzak voiced his support for the Kodiak Fisheries Work Group and he expressed his appreciation to the City for scheduling discussion of small boat issues at a future meeting.

IV. UNFINISHED BUSINESS**a. Second Reading and Public Hearing, Ordinance No. 1342, Establishing Supplemental Appropriation No. 1 to the Budget for the Fiscal Year Commencing on the First Day of July 2015 and Ending on the Thirtieth Day of June 2016**

Mayor Branson read Ordinance No. 1342 by title. The Supplemental Appropriation No. 1 to the budget for the fiscal year commencing on the first day of July 2015 and ending on the thirtieth day of June 2016 is in the amount of \$2,886,917. It is customary for the City Council to approve at least one supplemental budget annually to authorize the adjustments of current revenues and expenses. These adjustments are for the operating funds as well as additions to project funds for grant revenues received and additional expenditures needed that were not known at the time the original budget was adopted. This is the first budget amendment of FY2016.

Councilmember Davidson MOVED to adopt Ordinance No. 1342.

Mayor Branson 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 Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

V. NEW BUSINESS**a. First Reading, Ordinance No. 1343, Authorizing a Lease of a Communication Site on an Unsubdivided Portion of U.S. Survey 4947 on Near Island to Kodiak Island Broadcasting Co., Inc**

Mayor Branson read Ordinance No. 1343 by title. The City has leased a communication site on Near Island to Kodiak Island Broadcasting Co., Inc. (KIBCI) since the first agreement sometime prior to the year 2000. The last five-year lease extension in 2010 expired in November 2015 and

has been honored on a month-to-month basis until the new lease could be approved by Council. KIBCI notified staff of its desire to continue a lease, and staff worked with the City Attorney to prepare a new lease. Due to the lease's term and value, Council must approve it by an ordinance.

Councilmember Arboleda MOVED to pass Ordinance No. 1343 in the first reading and advance to second reading and public hearing at the next regular or special Council meeting.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

b. Resolution No. 2016-05, Authorizing the Issuance of a Permit to Kodiak High School Soccer Team for the Use of Public Property for Its Soccer Clinic and to Sell Concessions and to Collect Gate Fees During Home Games

Mayor Branson read Resolution No. 2016-05 by title. The high school soccer coach, Eric Waltenbaugh, requested use of the Baranof Park turf field to offer a soccer clinic to youth and collect gate fees as a fundraiser for the high school soccer program from March 1 through May 31, 2016. The clinic will be held March 14 through March 18. The soccer team is a high school club sport that is completely self-funded. The team raises money to cover the cost of travel and other costs associated with the sport.

Councilmember Walker MOVED to adopt Resolution No. 2016-05.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

c. Resolution No. 2016-06, Adopting an Alternative Allocation Method for the FY16 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in Fisheries Management Area 13: Kodiak Island

Mayor Branson read Resolution No. 2016-06 by title. Resolution No. 2016-06 adopts an alternative allocation method and certifies that the allocation method fairly represents the distribution of significant effects of Fisheries Business activity in Fishing Management Area (FMA) 13.

Councilmember Bishop MOVED to adopt Resolution No. 2016-06.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

d. Resolution No. 2016-07, Approving the City Council's Budget Goals for FY2017

Mayor Branson read Resolution No. 2016-07 by title. The Council reviewed a draft list of proposed budget goals for FY2017 at the annual planning meeting on January 16, 2016. The goals are similar to those of FY2016 with some changes and suggested deletions for clarification. The approved goals will be used by staff in the development of the FY2017 City budget.

Councilmember Davidson MOVED to adopt Resolution No. 2016-07.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

e. Resolution No. 2016-08, Adopting the Federal Fiscal Year 2016 Federal Capital Needs and Issues List

Mayor Branson read Resolution No. 2016-08 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 larger community. The Council reviewed the draft outlining the proposed federal requests and issues at the January 26, 2016, work session.

Councilmember Bishop MOVED to adopt Resolution No. 2016-08.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

f. Authorization of Fisheries Analyst Contract

The City Council and Borough Assembly have worked with a fisheries analyst since 2011 to help track and respond to fisheries resource management issues important to the Kodiak area. The first analyst resigned in the fall of 2013. The joint fisheries work group and both the Council and Assembly approved a two-year contract with McCarty and Associates in February of 2014. The contract allows for two-one year extensions if approved by all three parties. McCarty's contract expires in February 2016 and she indicated an interest in renewing the contract.

Councilmember Walker MOVED to authorize a one-year extension to the professional services agreement dated February 7, 2014, with McCarty and Associates for fisheries analyst consulting and related services in the amount of \$30,000 per year, plus authorized expenses for the City's share of the contract costs, with funds coming from the General Fund Legislative professional services account, and authorize the City Manager to execute the document for the City if the contractor and Kodiak Island Borough also agree to the extension, as provided in Section 2 of the existing contract.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

g. Authorization for Scope of Work for Monashka Pipeline Project No. 7038

This project provides for an internal inspection of the Monashka transmission line to assess condition and potential internal lining damage from high surge pressures both in negative and positive conditions. Transmission line modeling evaluation for the purpose of air relief and vacuum protection during the design of the Monashka Pumphouse showed that the transmission line is severely under protected from high surge pressures and vacuum conditions during full speed shut downs of the pumps. Evaluation of the potential routing of a second or replacement transmission line will also be evaluated.

Councilmember Walker MOVED to approve the professional services contract with CH2M for the Monashka Transmission Line assessment and routing project in the amount of \$199,200 with funds coming from the Water Capital Improvement fund Project No. 7038.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

h. Authorization of a Professional Services Contract for Construction Administration Services for Sanitary Sewer Lift Stations 1 and 2 Project No. 11-06/7509

Council awarded the construction rehabilitation of Downtown Lift Stations 1 and 2 to Brechan Construction LLC on January 28, 2016. The next step is to secure a professional services contract with DOWL for engineering services during construction. The engineering required will be a combination of construction management services by DOWL, special inspections by the pump system manufacturer Smith & Loveless, and on-site monitoring by the engineering department. DOWL prepared an estimated scope of services that adequately covers the engineering services needed during construction.

Councilmember Whiddon MOVED to authorize the professional services contract with DOWL for construction administration services for the Sanitary Sewer Lift Stations 1 and 2 project in the amount of \$31,040, with funds coming from the Water Capital Improvement Fund, Project No. 11-06/7509, and authorize the City Manager to execute the necessary documents for the City.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

i. Authorization of Professional Services Contract for Dam Safety Inspections, Project No. 05-03/7039

State of Alaska Department of Natural Resources (ADNR) regulation requires that Hazard Class I or II dams have Periodic Safety Inspection performed by a qualified engineer. All Hazard Class I and II dams must be inspected every three years. Staff recommends Council authorize the award of a professional services contract to Golder Associates to perform the City's required periodic dam safety inspections in the amount of \$48,985.

Councilmember Arboleda MOVED to authorize a professional services contract with Golder Associates in the amount of \$48,985 for dam safety inspections with funds coming from the Water Improvement Fund, Periodic Safety Inspection account, Project No. 05-03/7039 and authorize the City Manager to sign the documents on the City's behalf.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

VI. STAFF REPORTS

a. City Manager

— Manager Kniazowski provided a brief recap of capital projects: Monashka pumphouse is working well; the Compost facility monitoring is progressing, she indicated the transition of management from the private sector is taking significant staff time to do the facility maintenance; and the Lift station is progressing. She indicated the strategic plan is scheduled to be presented to the Council in March. She shared that DOWL presented the Near Island Plan and obtained public comments in February. She stated the plan will be posted on the website and stated DOWL will collate the public comments in a written format, and the next meeting will be scheduled in April. She said the Pedestrian Pathway Plan is moving forward. She shared that Harbormaster White and Engineer Melvin will attend a meeting in Anchorage to discuss the progress of Pier III. She said she will attend Alaska Municipal League meetings next week and indicated Deputy City Manager Tvenge will be acting City Manager and Fire Chief Mullican will be acting Emergency Services Director.

b. City Clerk

City Clerk Marlar officially welcomed Nanci Sharratt, Assistant Clerk to the City. She informed the public of the next scheduled Council work sessions and regular meeting.

VII. MAYOR'S COMMENTS

— Mayor Branson thanked Finance Director Mayes and Captain Westling for their service. She provided an overview of the City Council agenda setting process and explained the Mayor, City Manager and/or two Councilmembers can request an agenda item for meeting discussion. She shared that agenda items are set at least two weeks prior to the meetings and she clarified the discussions of the Council are held at the work sessions.

VIII. COUNCIL COMMENTS

Councilmember Bishop congratulated Finance Director Mayes on the prestigious award and thanked Chief of Police Wallace for giving an informative presentation of the police department earlier in the week at the work session. He said the staff has many different roles and responsibilities throughout the City.

Councilmember Saravia welcomed and thanked Assistant Clerk Nanci Sharratt for her work, which was very helpful to him. He said Finance Director Mayes and Chief of Police Wallace do a great job. He said Kodiak is a Coast Guard City and he looks forward to the celebration on February 20 to recognize the USCG.

Councilmember Whiddon expressed his appreciation to Finance Director Mayes and to the Coast Guard. He shared that awards are usually the result of stellar teamwork. He said the Coast Guard Aviation Centennial Celebration is this year. He said he applauds the Council for taking a voice in fisheries issues, which is a vital component for maintaining a healthy waterfront. He commented he hopes to stay the course and maintain the fisheries community involvement.

— Councilmember Arboleda congratulated Finance Director Mayes and thanked Captain Westling and the Coast Guard for their service. She reminded citizens to pick up litter in Kodiak; reminding them they can pick up the yellow litter bags at the Chamber of Commerce.

Councilmember Davidson congratulated the Finance department and the Coast Guard. He said Kodiak is a town in the northern pacific that is able to maintain a strong waterfront infrastructure and he hopes citizens realize the magnitude of the work that is being done locally. He wished everyone a Happy Valentines Day.

Councilmember Walker thanked Finance Director Mayes and Chief of Police Wallace. He thanked Darius for coming and speaking at the meeting. He thanked Clerk Marlar and congratulated Assistant Clerk Sharratt. He said the USCG is an important part of our City, and he thanked Councilmember Whiddon for his prior USCG service. He reminded the citizens there are girl's basketball games scheduled during the upcoming weekend.

IX. AUDIENCE COMMENTS

None.

X. ADJOURNMENT

Councilmember Davidson MOVED to adjourn the meeting.

The roll call vote was Councilmembers Arboleda, Bishop, Davidson, Saravia, Walker, and Whiddon in favor. The motion passed.

The meeting adjourned at 8:50 p.m.



CITY OF KODIAK

A handwritten signature in blue ink, appearing to read "Art Pruan", is written over a horizontal line.

MAYOR

ATTEST:

A handwritten signature in blue ink, appearing to read "Debra Marlar", is written over a horizontal line.

CITY CLERK

Minutes Approved: February 25, 2016