



MEMORANDUM

TO: Mayor Branson and City Councilmembers

FROM: Mike Tvenge, City Manager *MT*

DATE: July 25, 2019

RE: Monthly Report

In addition to routine administrative matters and in preparation of business action items on the Council's agenda tonight, following is a summary of tasks that the City Manager's Office has been working on:

Administration:

- Tsunami Siren Replacement Project Request for Proposals (RFP) – The City has drafted an RFP and is awaiting award confirmation from the State Homeland Security Program Grant to solicit proposals to complete the project. Funding through this grant will be transferred from Federal to State following their new fiscal year. We anticipate this funding to be available in October 2019 and will advertise the project at that time.
- In May 2018, a septage permit was issued to PRL Logistics to discharge domestic sewage that is collected by their honey wagons into the City's sewer system from the Pacific Spaceport Complex. Per the permit, the procedure for dumping sewage is to make an appointment and designate a location to dump in coordination with the Supervisor of the Wastewater treatment plant. The contractor has remained in compliance with the agreement and payment of \$.29 per gallon throughout the course of the permit. The current transfer location is at the Harbor next to Trident Seafoods at the RV dump.
- Attended the Change of Command for USCG Cutter Alex Haley on July 19, 2019. The time-honored military tradition demonstrated the continuity of command between outgoing and incoming personnel. Remarks were made by USCG Commander Jon Kreischer and Relieving Commanding Officer Benjamin Golightly. Commander Kreischer mentioned the USCG's positive relationship with the City and his appreciation for good leadership throughout the City of Kodiak.
- Submitted an Administrative Request to the Planning and Zoning Commission (P&ZC) for inclusion of the 2017 Near Island Development Plan to the 2008 Kodiak Island Borough Comprehensive Plan. The Commission is scheduled to meet on August 14th and 21st to consider the City's request.
- Met with Alaska State Parks Director, Ricky Gease on June 21, 2019. He conveyed the State's continued interest in acquiring the RAM site for a 'habitat protection and acquisition support' project through the Exxon Valdez Oil Spill Trustee Council.

Currently, the City and State have a Cooperative Land Use Management Agreement for 45 acres of the Site. The Kodiak State Parks Citizen's Advisory Board and the State Parks Director are recommending the purchase of the full 77.5 acres. Is the Council interested in the disposal of the property for a negotiated price? A project white paper is attached.

- Working with AK DOT/PF Right of Way section on the Rezanof Drive Resurface Project planned for Summer 2020. The preventative maintenance project scope of work includes repairing a section of Rezanof from Carolyn Street to Marine Way. A portion of City property is needed for a Temporary Construction Easement (429 sq. ft) to upgrade pedestrian access per Americans with Disabilities Act (ADA) standards for market value compensation. Requesting the Council's blessing to negotiate and sign the Temporary Construction Easement with AK DOT/PF.
- Working with AK DOT/PF on a traffic control plan for the Kodiak Harbor Island Bridge Improvement Project scheduled for Summer 2020. The project would resurface the concrete deck, repair concrete bridge barriers, and replace the concrete sidewalk among other items.
- Met with EPA and USCG to discuss steps the City of Kodiak needs to take to dispose or 'scuttle' the fishing vessel Wild Alaskan. The EPA issues disposal at sea permits and the USCG Marine Safety Detachment oversees the cleaning of the vessel, inspections, and final approval to dispose at sea. In coordination with the Harbormaster, co-developed a vessel disposal plan with background information and plan to dispose of the vessel per Federal and State regulations.
- Met with EPA Regional Director Chris Hladick regarding The City of Kodiak's Alaska Pollutant Discharge Elimination System (APEDS) permit that became effective July 1, 2018. To meet new EPA discharge requirements and to comply, the city intends to construct an ultraviolet disinfection facility. He recommended additional meetings with Jason Brune, AK DEC Commissioner. We are coordinating with State Lobbyist, Dianne Blumer to schedule a meeting in Kodiak next month.
- Met with Kodiak History Museum to discuss facility needs and potential sponsorship of the 2019 Museums of Alaska and Alaska Historical Society joint conference on September 25-28, 2019 in Kodiak.
- Following promotion of two KPD Sergeants, the DCM and HR Manager provided orientation on topics including Family Medical Leave Act, Worker's Compensation, reporting workplace injuries, performance evaluations, disciplinary actions and grievance procedures. It was time well spent to provide administrative support to our new supervisors at KPD.
- Transferred KFD Ambulance – Medic 2 to Native Village of Larsen Bay on June 21, 2019 with Tribal Council President, Mr. Richard Henson, and Fire Chief, Jim Mullican.
- Submitted the City's Capital Improvement Projects and Funding Priorities for inclusion in the SWAMC Comprehensive Economic Development Strategy (CEDS). According to Executive Director, Doug Griffin, inclusion of projects in the regional CEDS will help the City of Kodiak with competitive federal funding, including the UV Disinfection facility and other priority projects.
- The City Attorney was in Kodiak the week of June 17, 2019. He met with City Manager, Deputy CM to tour and discuss direction with:

- Pillar Mountain Communication Sites (see attached map);
- Trident Basin Sea Plane Base leases and Municipal Airport;
- Asphalt repairs at Pier II with Lessee, APL;
- Borrow Permits on Near Island;
- Kodiak Shipyard;
- Additional meetings were arranged with City Clerks, Engineer, Harbormaster and Public Works based on priority projects. A follow-up teleconference was held on July 16, 2019 to receive timeline, deliverables and discuss future projects of the City.
- To advance the City's efforts to renegotiate expired land leases and permits, requested a fee proposal from MacSwain & Associates to prepare appraisal reports to estimate annual market rent at Pillar Mountain, Trident Basin, Municipal Airport, and Kodiak Shipyard.
- A new public art exhibit has been installed at the St. Paul Harbor Spit. The exhibit is titled 'Kodiak's Canneries: Product, Places, and People' and was funded with a combination of downtown revitalization funding from the City and private monies from the canneries. Special thanks to Bruce Schactler for volunteering his time and talent to construct the exhibit. Press release attached.
- Working with State of AK – Office of Information Technology – Fiber trenching project for communication improvements through a partnership with AK Land Mobile Radio project. This will require a new negotiated lease agreement to include an easement for the new fiber.
- Work continues on a Vehicle Use and Social Media Policy for the City of Kodiak. Once drafts have been reviewed by the City Attorney, we'll work with the Clerk and Mayor to schedule a work session for Council review.
- Per AK Statute Title 29, the City can be deeded property by the Borough on foreclosed property located within City limits. These properties can be deeded once the City makes payment of borough taxes and costs of foreclosure. The City has been notified that a lot on the corner of Mill Bay and Bancroft Drive meets this criteria. We are in the process of evaluating the suitability of the property with the City Engineer and Building Officials. The Manager is looking for direction from the Council regarding the desire to proceed with the acquisition of the lot for future public use.
- In response to Governor Michael J. Dunleavy's vetoed line items on the FY 2020 operating budget, the DCM drafted a response in coordination with Mayor Branson. A copy of the letter is included in the Council Information Index dated July 25, 2019.

Finance:

- Busy closing out year-end FY 2019 and coordinating the pre-Audit with a team from Altman Rogers & Co. the week of July 22, 2019
- Investment Committee meeting will be held during Council Work Session on July 23, 2019 with AK Permanent Capital Management.

Police:

- Department of Public Safety Commissioner Amanda Price made a courtesy visit to Kodiak Police Department in late June along with several members of her AK State Trooper/DPS management team. Chief Putney provided a tour of the facility and answered questions from the group.

- “Venture-Thru- Vehicles” – The goal of this event is to get private and government vehicles and other modes of transportation together for kids and families to explore. The event is scheduled for August 24, 2019 from 11 a.m. to 5 p.m. at the Harbor Spit and is being co-sponsored with KPD and the Chamber of Commerce. A community permit for the use of public property has been approved by the City Manager.
- Antenna Replacement at Pillar Radio Site – Work with AK vendor for replacement of 2 VHF antennas at Pillar radio site to meet Radio Frequency standards. Based on performance tests, poor transmission and connection between transmission line and antenna were observed. This project will replace 15-year old antennas and related infrastructure.

Public Works:

- Lift Station #5 Emergency Repairs - Provided AK DEC additional written information on the mitigation and minimization measures the City took that had a reasonable likelihood to adversely affect human health and the environment.
- Working with a local contractor for Mill Bay Striping and painting is planned for August 2019.
- An FAA Compliance Manager made a scheduled visit to Kodiak to tour Trident Basin Sea Plane Base. Improvements at Trident Basin were primarily funded by FAA grants and while the grant funds were utilized in 2006, they wanted to know about any issues, concerns, and future planned projects at the Sea Plane Base. She also interviewed pilots present during the review who indicated considerations for future dock projects.
- During annual inspection of underground unleaded fuel tank at Public Works, cathodic protection (a technique used to control corrosion of the tank) of the tanks failed. Funding for above ground tanks is included in the FY 20 budget. Staff is working to get quotes for new tanks and coordinating the closure of the old ones with AK DEC.
- Periodic Dam Safety Inspections were conducted by Golder & Associates on May 21-22, 2019 at the Monashka and Pillar Dams. These inspections are required to be conducted every three years due to the high hazard classification. Following the on-site inspection, an Engineer’s verbal report indicated that both Dams were in good working order. A comprehensive report will be sent to the City and Insurance Carriers later this summer.

Port of Kodiak:

- FSM.Net Marina Management Software Implementation – Included in the FY 20 budget, this new robust technology is the most advanced and capable marina management software available. A kick-off meeting is scheduled with City Manager, Finance, IT, and Harbor staff to discuss timeline for implementation, hardware specs, and data conversion.
- In cooperation with Public Works, completed safety maintenance projects including painted pedestrian foot path from Pier II dock to Shelikof and installation of a security gate at the Shipyard.

Fire/Ambulance:

- An Architect and Structural Engineer from McCool Carlson Green and Schneider Structural Engineers made a courtesy visit to Kodiak on June 21, 2019 while on Island for work on a KIHA project. They shared what they've done in the past relative to design and construction of Fire Stations in Alaska. Since site selection is still in the works, we discussed ideas to help move the project forward with the use of a third party facilitator or a public RFP process that would solicit land use proposals for location of the new Fire Hall.

Library:

- The Kodiak Public Library is pleased to announce it has added Kanopy Film Streaming Service to its online resources. Press release attached.
- The Summer Reading Program, "Universe of Stories" has had 75 kids in attendance along with programming on Tuesdays and Saturdays.
- KPLA Art Acquisition is finalized with the last object installed last week in the young adult room.

Parks & Recreation:

- Summer Morning Program & Swim Lessons in final session this week. Average 80 kids in attendance each day.
- First Adult Soccer League wrapping up this week, nearly 50 participants on 4 teams.
- Adult Softball also wrapping up, 170 players on 9 teams.
- Dog Park will partially reopen on Tuesday, July 23, 2019.
- Relay for Life will be hosted at Baranof Park on Friday-Saturday, July 26-27, 2019.
- Parks & Rec Crew has set four memorial benches this summer.

White Paper on EVOS acquisition of Monashka Bay, Kodiak parcel know as "The Ram Site"

A 77.5 acre parcel of property on Kodiak Island, owned by the City of Kodiak, locally known as 'The Ram Site' located adjacent to Fort Abercrombie State Historical Park (SHP), has been managed as part of the state park for the past decade through a Cooperative Land Use Management. This recreationally and ecologically important parcel would make a great candidate for EVOS protection.

Important Considerations

- The parcel abuts to Monashka Bay and contains old growth Sitka Spruce forest like the adjacent Fort Abercrombie SHP proper.
- Marbled Murrelets, a species injured by the Exxon Valdez oil spill, possibly nest in the old growth on this parcel.
- Bald eagles, Harlequin ducks, Sitka Black-tailed deer, Kodiak bears, Red foxes and other wildlife utilize this property.
- This parcel is important to locals and visitor's to the island who recreate on the property for hiking, trail running, dog walking, picnicking, camping, birdwatching, launching kayaks or surf boards, and more.
- The Public Review process for a management plan indicated that an overwhelming majority believe that the Ram Site should be acquired and made part of the Fort Abercrombie SHP for consistency of management, public safety, resource protection, and for recreational development.

Recreation Facilities and Resource Protection:

Park Facilities: The Ram Site parcel contains a developed campground, vaulted outhouse, volunteer campground host site with utilities, pole barn storage area, as well as improvements to trails, parking areas, picnic table areas, waste receptacles, and more. This state developed infrastructure represents a significant investment into public recreation opportunities.

Campground: Permanent acquisition would ensure continued camping opportunities with minimal environmental impact. The campground contains features such as a bear resistant food box, bear resistant trash cans, fire rings, and vaulted latrine. Most of the sites also have tent platforms. The campground is an important part of the park experience and important to our local community. This campground is one of the most popular in Kodiak not only because of the amenities and scenic views, but because it is less than 2 miles from the City of Kodiak and it's major shopping centers.

Public Safety, Resource Protection, and Recreational Development: Permanent acquisition would allow for Alaska State Parks to provide public safety, resource protection, trash disposal, maintenance, outhouse pumping/cleaning, trail maintenance/improvement, and interpretive programs indefinitely.



City of Kodiak Pillar Mountain Communication and Antenna Lease Sites

○ Lease Site

Map drafted by Kodiak Island Borough GIS July 19, 2019. 2018 aerial imagery.



Office of the City Manager

710 Mill Bay Road, Room 114, Kodiak, Alaska 99615

New Public Art Unveiled at St. Paul Harbor Spit

JUNE 26, 2019 – KODIAK – The City of Kodiak announces the installation of a unique permanent exhibit featuring interpretive panels that celebrate Kodiak’s fish processing legacy. The exhibit is titled “Kodiak’s Canneries: Product, Places, and People” and is located at the St. Paul Harbor Spit.

The development, construction, and installation of the historical exhibit was supported by the City Council, funded with a combination of public and private monies, and directed by local commercial fisherman and volunteer, Bruce Schactler. The exhibit was initiated following the installation of trashcans with historic salmon canning labels placed throughout the community. The labels on the trashcans and archival photos in the exhibits are all directly related to Kodiak Island canning production.

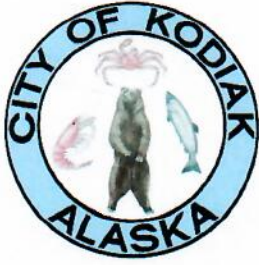
“In keeping with the Council’s dedication to cultural vibrancy and collaborative local partnerships, the City is pleased to launch the exhibit,” said Mayor Pat Branson. “These interpretive panels add to the experience of the harbor for residents and visitors alike and will be enjoyed by the community for years to come.”

The City of Kodiak would like to thank the following contributors to the public art project:

Ocean Beauty Seafoods
Trident Seafoods
Alaska Pacific Seafoods
Icicle Seafoods
International Seafoods
Anjuli Grantham
Janel Day
Astrid Mueller

If you have any questions regarding this press release, please contact Josie Bahnke, Deputy City Manager at 907.486.8640.

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City of Kodiak Offers Popular On-Demand Film Streaming Service to Library Patrons

JUNE 7, 2019 – KODIAK – The City of Kodiak Public Library is pleased to announce it has added Kanopy Film Streaming Service to its online resources. Kodiak Public Library Patrons have access to more than 30,000 of the world’s best films, including award-winning documentaries, rare and hard-to-find titles, film festival favorites, indie and classic films, and world cinema. With the motto of “thoughtful entertainment,” Kanopy offers what the New York Times calls “a garden of cinematic delights.” Films can be streamed from any computer, television, mobile device or platform by downloading the Kanopy app for iOS, Android, AppleTV or Chromecast. Directions for setting up your account can be found on the Kodiak Public Library’s webpage, <https://www.city.kodiak.ak.us/library>.

“We are excited to be the third library in Alaska to launch Kanopy and provide this unique service to all Kodiak Library Patrons”, said City Manager Mike Tvenge. “This free service compliments the library’s growing collection and gives instant access to films of social and cultural value.”

The Kanopy service supports the Library’s mission to be responsible for fulfilling the informational, literacy, creative, educational and cultural needs of the community by providing access to a balanced collection of materials in a variety of diverse formats.

If you have any questions regarding this press release, please contact Kodiak Library Director Laurie Madsen at 907.486.8688.

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