



MEMORANDUM

TO: Mayor Branson and City Councilmembers
FROM: Mike Tvenge, City Manager *MT*
DATE: December 12, 2019
RE: Monthly Report

Administration:

- Attended the AK Municipal League (AML) Local Government Conference and Annual meeting of the AK Municipal Management Association (AMMA) in Anchorage from November 17-22, 2019. Highlights of the meetings and professional development sessions included 'Engaging the Community in Municipal Finance' moderated by the City and Borough of Juneau. This included a demonstration of tools developed to engage communities in a discussion of service priorities and educational resources to assist communities in understanding the budget. Other sessions led by AMMA members included 'Public Private Partnerships', 'Manager and Council Relations', and 'Gaining Public Project Support'. AMMA also co-hosted discussions with Municipal Attorney's on Social Media and associated legal issues.
- During the Conference, the City signed the Compact with AML to join the Alaska Remote Sellers Sales Tax Commission and the Manager was elected by peers to serve on the inaugural governing board. Presently, the Commission consists of 17 Alaska communities and was formed following the Supreme Court ruling in the *Wayfair* case to resolve the systemic inequity between collecting sales tax locally and remotely. The Commission is the entity that will be in charge of administering a system for collecting and remitting sales tax revenues on remote sales to member communities, including Kodiak. To initiate collection of sales tax on remote sellers, the City Council must still pass an amendment to the COK Sales Tax code. If that ordinance passes, Kodiak residents should expect to see remote sellers begin to collect sales tax 30 days after the ordinance passing. A link to all of the Commission's foundational documents will be posted on www.akml.org in the upcoming months.
- While in Anchorage, the Manager, Deputy City Manager (DCM), Councilman Haines, and Councilman Whiddon met with Local Boundary Commission (LBC) staff to discuss the type of petitions for annexation, history of annexation in the City of Kodiak, and potential future timelines for annexation of City corporate boundaries. With the LBC's approval, the City has annexed 963 acres during times of community growth since 1960 on 10 separate occasions. Other meetings were held with the City Attorney and the City's Insurance Broker.
- Congratulations to Councilman Davidson for being honored with the Vic Fischer Local Government Leadership Award at the Annual AML Conference. Commitment and excellence in local government are synonymous with the significant contributions that Mr.

Davidson has demonstrated to improve the lives of Kodiak residents and all Alaskans. Attached is a press release drafted by the DCM and City Clerk.

- The DCM and HR Manager attended the AK Public Entity Insurance sponsored 'New Manager Boot Camp' on October 23-24, 2019 in Anchorage. Travel scholarships were provided by APEI. The presentations provided participants with knowledge to improve employee relations, provide workplace leadership, and to stay out of court. City Administration is in the process of implementing a variety of best practices for human resource management learned at the training.
- Mayor Branson and the DCM attended a joint meeting with the Borough, Major General (GEN) Torrance Saxe, and 18 members of the AK State Defense Force Command Staff on November 25, 2019 in the City Conference Room. GEN Saxe serves as the adjutant general for the Alaska National Guard and Commissioner of the AK Department of Military and Veteran Affairs. The group was in Kodiak conducting community outreach and assessing compatibility of the Guard's air assets with aviation facilities on Kodiak Island in the event of an emergency or natural disaster. GEN Saxe discussed statewide recruitment efforts, current deployment of 6 Kodiak Guardsmen in Kosovo (2 are City employees), their return in Spring 2020, and he also offered the Kodiak Armory for disaster preparedness and storage. A capabilities presentation will be provided at the Council's regular Work Session on December 10, 2019.
- Finalized a Request for Proposals for Travelift and Shipyard Operator Services for a five-year term. While the scope of services is negotiable, one condition is non-negotiable and that is the facility must be operated as an 'open yard' which means the Operator will not have exclusive rights to provide vessel repair and maintenance services. In addition to qualifications and experience, the highest weighted evaluation criteria includes a business plan. Proposals are tentatively due in January 2020 and they will be reviewed and scored by a selection committee composed of 5 members in consultation with the City Council. I'm recommending that the committee include one Council Member.
- The City's Retirement Plan Representative from ICMA-RC was in Kodiak this week to answer questions, enroll new employees, review the savings strategy of employees, discuss current allocation of 457 Deferred Compensation Accounts, educate employees on their current retirement plan, and demonstrating online financial tools available for retirement planning. Approximately 25 City employees participate in this optional benefit program.
- Employee recognition was given with a service pin presentation and reception to the following employees and their Departments:
 - **20 Years**
 - Frank Dorner, Kodiak Fire & EMS
 - **15 Years**
 - Nenita Nichols, Administration
 - Monte Anderson, Port & Harbor
 - Tim Geer, Port & Harbor
 - **10 Years**
 - Cindy Cortez, Finance
 - **5 Years**
 - Heather Hubert, Parks & Recreation

- The City of Kodiak would like to welcome the following new employees:
 - Randy Fischer, Harbor Officer
 - Katherine Lewis Kearns, Public Safety Dispatcher
 - Asli Neal, Firefighter/EMT
- The City of Kodiak is currently recruiting for the following positions
 - FT Fleet Mechanic
 - PT Administrative Assistant at Fire Department
 - FT Library Specialist (Youth Services)
 - FT Firefighter/EMT
 - FT Police Officer
- **Finance/IT:**
 - The FY 2019 audit is in final stages & a comprehensive annual financial report anticipated for release this month.
 - FY 2020 YTD Budget to Actual Report (handout)
 - FY 2021 Budget pre-planning in progress
 - A number of IT projects are underway including:
 - Cisco phone system upgrade - installation Dec/Jan
 - 22 replacement workstations
 - Xerox printers - installation by end of the month
 - Harbor FSM software implementation in progress
 - Pillar Mountain Cameras and new Lift station software upgrades - in progress
- **Public Works :**
 - The ADEC Drinking Water Lab Certification program requires laboratory onsite audits every three years which occurred at the Kodiak WWTP on December 3-4, 2019. Recertification of Kodiak's lab will be determined by the end of the month.
 - Public Works started flushing city-wide water mains this week. A public service announcement is attached.
 - Land Appraisals were completed for the Kodiak Municipal Airport and Trident Basin Seaplane Base in October.
 - Finalized and submitted ADEC Alaska Clean Water Fund Loan Application for the Wastewater UV Effluent Disinfection Facility.
- **Police :**
 - Soliciting proposals for jail meals from qualified vendors for prisoners incarcerated in the City of Kodiak Community Jail. Proposals are due on January 10, 2020.
 - In FY 2019, the KPD made arrests for 20 alcohol and 21 drug DUI's. With the increase in frequency of drug DUI's, the KPD is evaluating the scope of professional phlebotomist services to make blood draws on those suspected to be impaired by drugs. It has been an opportunity to revisit and strengthen policy and procedures relative to blood draws and creation of an exposure plan.
 - Chief Putney attended the 2019 Annual International Association of Chiefs of Police from October 26-29, 2019. He attended training, networked with fellow AK law enforcement executives, and met with current and prospective vendors.
 - Officer Shane Parker completed instruction of the DARE 10-week curriculum in the

Kodiak Elementary Schools. Fifth grade graduates of the DARE program will receive a certificate of completion and participate in a ceremony at the High School Auditorium in February 2020.

- KPD was notified on December 4, 2019 that the City's grant application for \$54,320 was approved to provide officer and community training to help mitigate the opioid crisis in Kodiak. In an effort to further the work of the Mayor's Opioid Task Force and Community Coalition, a one-day course, 'Creating and Sustaining a Culture of Recovery', and a three-day course, 'Trauma-Informed Care' will be provided to KPD and key community leaders with training developed by the Hazelden Betty Ford Foundation.
- KPD Officer Yavorsky was presented with a *General Commendation Award* from the American Police Hall of Fame & Museum after conducting an apprehension of a wanted felon and known drug dealer who had been evading capture for a period of time. He was nominated by his supervisor for embodying the professional image the KPD strives to project and for adhering to the ethical responsibilities bestowed on members of law enforcement.
- KPD participated in a Civic Fair sponsored by the Kodiak College.
- **Port of Kodiak:**
 - Co-Sponsored the Annual Kodiak Community Tree Lighting Ceremony on November 30, 2019 with the Kodiak Lions Club.
 - The Harbor Lights Festival is scheduled for Saturday, December 21, 2019 from 5-9 p.m.
 - The RFP for St. Herman Harbor Phase I project will be advertised in January 2020 with construction anticipated in 2020.
 - Coordinated donation of surplus catwalks from Pier III to the Borough for trail maintenance at White Sands Beach.
- **Library:**
 - Kodiak Author Stacy Studebaker provided a book reading and signing at the Library on November 18, 2019 for her new Children's book "*Beaver Song*".
 - Introducing the new Tagalog Story Time on the 4th Saturday of the month.
 - New Catalog Migration went 'Live' on November 10, 2019 and has already seen a tremendous amount of use by library patrons who wish to check out books and materials that are not available in Kodiak.
 - Library Director Laurie Madsen attended the Alaska Director's Leadership Meeting in Girdwood to learn about preparation for migration to the AK Library Catalog (88 other libraries in the state use this) relative to collection development, selection of resources, and overall work flow that changes with migration. Other highlights included a session about 'Re-Envisioning Your Library for the Future' where action strategies were formed to include in a local strategic plan, implementation ideas of the plan, weathering state budget cuts, the formation of a task force to address statewide reading scores, and also the opportunity to network with other public librarians.

- **Parks & Recreation:**
 - Adult City League Basketball underway with 21 teams and 241 players registered.
 - Adult City League Volleyball has 18 teams and 157 players registered.
 - For 2019, the Little Dribblers transitioned into the USA Basketball Youth Development model. This has improved the level of play for all participants. In total, there were 21 teams and 166 kids registered.
 - Parks & Rec hosted its second 'Cosmic Skate' at the Baranof Ice Rink on November 23, 2019 with over 200 residents in attendance. This event had a live DJ with free rental skates and hot cocoa. The 'Skate with Santa' night is scheduled for December 20, 2019.
 - Capital Campaign and Fundraising training with Foraker Group CEO, Lauri Wolf and Baranof Park volunteers is scheduled at the Public Library on December 7, 2019.
- **Fire & EMS:**
 - Due diligence on site selection for the future Fire Station continues with surveying, site testing, and gathering necessary documents and reports for the next Steering Committee meeting and Council Work Session on January 21, 2020.



Office of the Mayor and City Council

710 Mill Bay Road, Room 220, Kodiak, Alaska 99615

Councilman Charlie Davidson Honored with Prestigious Award For Local Government Leadership

November 25, 2019 – KODIAK – Kodiak City Councilman Charlie Davidson was honored with the Vic Fischer Local Government Leadership Award last week at the Alaska Municipal League (AML) Annual Local Government Conference in Anchorage, Alaska.

The AML presents this prestigious award to one member each year to recognize local government officials who show a significant statewide contribution to improving local government and communities in Alaska.

“The City of Kodiak is committed to adhering to excellence in local government, and we are proud that Councilman Davidson was recognized by AML with such a distinct honor,” said Mayor Pat Branson. “Councilman Davidson is the longest serving Council Member in Kodiak with 26 years of service and his consistency and exceptional historical memory has guided the City into the future.”

The award was established in 2000 by the AML Board of Directors in honor of Vic Fischer, who was the secretary to the Committee on Local Government of the Constitutional Convention. Former Borough Mayor Jerome Selby received this esteemed accolade in 2013 and City of Kodiak Mayor Pat Branson was also recognized in 2014. Councilman Davidson was presented a plaque during the Awards Banquet at the 69th Annual Conference.

If you have any questions regarding this press release, please contact Nova Javier, City Clerk at 907.486.8638.

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CITY OF KODIAK
2410 Mill Bay Road, Kodiak, AK 99615
Public Works Dept.
(907) 486-8060 Fax: (907) 486-8066

DATE: December 2, 2019

To: Kodiak Daily Mirror – Editor Email: classifieds@kodiakdailymirror.com
KMXT – General Manager psa@kmxt.org
KVOK/KRXX – General Manager ellen@kvok.com
Discover Kodiak – Executive Director visit@kodiak.org
Kodiak Chamber of Commerce – Executive Director chamber@kodiak.org

From: Steve Wilson, Maintenance Supervisor
Via: Gena Diniega-Wandersee, Administrative Specialist

PUBLIC SERVICE ANNOUNCEMENT

WATER MAIN FLUSHING DECEMBER 2019

Beginning December 2, 2019, the City of Kodiak Public Works Department will be flushing city-wide water mains. Flushing activities will encompass the entire water system. This activity is designed to remove the sediment from the water mains which accumulates over time. During these activities water system customers may experience discolored water. All water used in the flushing program and all water in the mains is treated, disinfected water. While the discolored water is aesthetically unpleasant it meets all State and Federal Drinking Water Standards.

If you experience discolored water turn on the cold water tap in your bathtub or another fixture without an aerator and let the water run until it clears. Avoid using your washing machine until you have clear tap water.

Please drive carefully around the area where hydrant flushing is taking place.

If you have any questions about these activities or have any special needs please call the Public Works Department at 486-8060.

Hazelden Betty Ford Foundation

Hazelden Betty Ford is the Industry Leader

Hazelden Betty Ford is singularly focused on addressing the problem of addiction from every aspect, offering solutions, best practices and advancements through advocacy, thought leadership, graduate and professional education, evidence-based prevention curricula and research. Their leadership on industry reform is helping to create standardization and accountability among addiction treatment providers so consumers are protected.

The Hazelden Betty Ford Foundation is a force of healing and hope for individuals, families, and communities affected by addiction to alcohol and other drugs. As the nation's leading nonprofit provider of comprehensive inpatient and outpatient treatment for adults and youth, the Foundation has 17 locations nationwide and collaborates with an expansive network throughout health care. With a legacy that began in 1949 and includes the 1982 founding of the Betty Ford Center, the Foundation today also encompasses a graduate school of addiction studies, a publishing division, an addiction research center, recovery advocacy and thought leadership, professional and medical education programs, school-based prevention resources and a specialized program for children who grow up in families with addiction.

City of Kodiak, Kodiak Police Department

Training Benefits the Entire Community

The Kodiak Police Department is seeking training for its 13 officers to help mitigate the opioid crisis in Kodiak. They will be using trainers from the Hazelton Betty Ford Foundation for a one-day course, "Creating and Sustaining a Culture of Recovery", and a three-day course, "Trauma-Informed Care" to achieve its community-wide opioid-reduction campaign. The goals are developing an understanding of implicit biases associated with opioid users, the Cycle of Conditioning and its impact on a culture of recovery, identifying opportunities to interrupt the cycle of conditioning to build a culture of recovery, and using recovery-enhancing language. In addition, officers will be trained to identify principles of care related to trauma as it applies to those struggling with opioid addiction within personal, employment, and historical experiences.

Officers will be opioid-informed leaders of Kodiak's emerging campaign to address and reduce drug-related crime and substance abuse in their community. This training is timely as the City of Kodiak, along with many other rural Alaska communities, struggles with the tremendous strain on its citizens resulting from opioid addiction, misuse, illegal sales, drug-related burglaries and theft, unnecessary emergency department usage, and medically over-prescribed opiates as a primary pain management therapy.

Although it is the officers who will be receiving the training and endorsements for the two courses, other key community leaders will be in attendance at the training, as well. Professionals in the behavioral health, substance abuse, medical community, and peers in recovery will hear evidence-based approaches to be able to strategically partner with their police department and each other to better understand and form a concrete plan to mitigate the opioid crisis on Kodiak Island.

Kodiak's diverse economy is based on commercial fishing and seafood processing, construction and development, international trade, timber, and tourism. Kodiak's ports are home to over 770 commercial fishing vessels, making it the largest commercial fishing port in Alaska. Workers in the fishing, fish processing, timber, and construction industries are known to be some of the highest users of opioids nationwide as the work is physically demanding and workers seek ways to manage their pain. With legal prescriptions limited by ethical medical personnel, users begin seeking other ways to obtain opioids, sometimes with dire results to themselves and direct impacts to other Kodiak residents' lives and belongings.

The primary mission of the Kodiak Police Department is to coordinate and lead efforts within the community to preserve the public peace, protect the rights of persons and property, prevent crime, and generally provide assistance to persons in urgent situations. The courses the department is seeking will greatly improve their ability to fulfil their mission as it relates to opioid-fueled crime and the safety of the citizens it protects, including those in drug-related crisis. Police officers are first responders, and as such, are in a prime position to recognize and mitigate harm to substance abusers, their families, and friends. The 13 officers seeking training are already trained in Narcan use but want to take on an even larger role on the island as they, the state, and the nation come to terms with the fact that we cannot arrest our way out of the opioid epidemic.